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

RESOLUTION NO. 05-20-2024 (1)

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD APPROVING THE BOARD MEETING MINUTES OF THE APRIL 15, 2024 BOARD OF COMMISSIONERS MEETING

OFFERED BY: Chairwoman Glynn
SECONDED BY: Commissioner Lamelle

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

To approve the April 15, 2024, Board Meeting minutes.

Katharine Glynn, Chairwoman

ATTEST:

Domingo Senande, Executive Director

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

At the Board Meeting of May 20, 2024 (1) upon roll call of Commissioners present, all voted "Aye" and Resolution May 20, 2024 (1) as carried.

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RESOLUTION NO. 5-20-24 (2)

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD AUTHORIZING THE RIDER TO STANDARD FORM OF AGREEMENT BETWEEN ENGLEWOOD HOUSING AUTHORITY AND DRILL CONSTRUCTION, INC. FOR THE BASEMENT, FIRST FLOOR AND SIXTH FLOOR RECONSTRUCTION AT THE VINCENT K. TIBBS BUILDING

OFFERED BY: Commissioner Correa
SECONDED BY: Vice Chairwoman Cobb

WHEREAS, the Housing Authority of the City of Englewood requires the reconstruction of the basement, first floor and sixth floor at the Vincent K. Tibbs Building due to the remnants of hurricane Ida; and

WHEREAS, DRILL CONSTRUCTION was awarded a contract in **RESOLUTION 1-22-2024 (9)**; and

WHEREAS, it was determined that the basement, first floor and sixth floor reconstruction at the Vincent K. Tibbs needed additional work; and

WHEREAS, LAN ASSOCIATES completed a Rider to Contract for the Englewood Housing Authority and Drill Construction with the following Alternates to be added to the original AIA Documents:

ARTICLE 4 CONTRACT SUM

4.2 Alternates

4.2.1 Alternates, if any, included in the Contract Sum:

1. Add the following to §4.2.1

Item	Price
Add Alternate #1 – Floors 2-6 remove existing VCT and vinyl base. Prepare slab for new epoxy flooring. Install new epoxy flooring. All existing vinyl thresholds of apartment doors to be replaced with new vinyl threshold.	$131,000.00
Add Alternate #2 – Floors 2-6 remove existing through-wall air conditioning sleeve and replace in kind with new sleeve.	$154,000.00
Add Alternate #3 – Floors 2-6 strip existing paint from all apartment doors and repaint doors. Replace perimeter weatherstrip.	$68,000.00
Add Alternate #4 – Floors 2-6 existing corridor CMU walls and concrete plank ceiling and associated metal conduit.	$38,500.00
Add Alternate #5 – Existing north and south stair towers to be painted: (1) concrete pan threads; (2) metal railings and stringers; (3) CMU wall; (4) concrete plank ceiling.	$20,000.00

Add Alternate #8 – Site and parking lot improvements: (1) asphalt resurfacing - admin parking area, entrance driveway, residence parking area including full depth bituminous asphalt pavement east and west side and depressed concrete curb; (2) concrete walkway - north side of entrance driveway; (3) decorative pavers - residence entrance; (4) landscaping - maintenance entrance and administrative entrance; (5) privacy fence and gate - north side of residence parking; (6) gravel surfacing - equipment storage.	$173,000.00

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Englewood, that the Executive Director, Domingo Senande is hereby authorized to execute the contract with **DRILL CONSTRUCTION** for the Alternates to be added to the original AIA Document A101-2017 (Agreement) of Phase II for the basement, first floor and sixth floor at the Vincent K. Tibbs Building in accordance with the terms set forth in **RESOLUTION 1-22-2024 (9)**.

Katharine Glynn, Chairwoman

ATTEST:

Domingo Senande, Executive Director

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

ENGLEWOOD HOUSING AUTHORITY

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RESOLUTION NO. 05-20-24 (3)

OFFERED BY: Vice Chairwoman Cobb
SECONDED BY: Commissioner Lee

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD AUTHORIZING CHANGE ORDER NO. 1 IN THE SUM OF $6,168.41 FOR THE CONTRACT FOR THE EXPEDITED ORDER OF A MAKE-UP AIR UNIT FOR 111 WEST STREET WITH DRILL CONSTRUCTION CO., INC.

WHEREAS, the ENGLEWOOD HOUSING AUTHORITY (the "Authority") previously awarded a contract for the reconstruction of the basement, first floor and sixth floor regarding 111 West Street (the "Project") to Drill Construction Co., Inc. for the sum of $6,220,000.00; and

WHEREAS, due to an unforeseen expense there is a need for a make-up air unit for the Vincent K. Tibbs building; and

WHEREAS, for the project not to be delayed the order of the make-up air unit is being expedited; and

WHEREAS, change order no. 1 has been submitted for the project in the following amount for the work summarized on the attached hereto:

#1	Addition	$	5,060.00
	Insurance	$	126.50
	Subtotal	$	5,186.50
	Overhead	$	518.65
	Subtotal	$	5,705.15
	Profit	$	342.31
	Subtotal	$	6,047.46
	Bond	$	120.95
	Total	$	6,168.41

; and

WHEREAS, the total additional cost for the change order is $6,168.41 as provided in the attached to this Resolution; and

WHEREAS, approval of the aforesaid change order will increase the total contract with DRILL CONSTRCUTION CO. to $6,226,168.41; and

WHEREAS, the expedited 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 Drill Construction Co., Inc. for $6,168.41 (Six Thousand and One Hundred Sixty-Eight and 41/100 Dollars) for change order no. 2 to the attached hereto.

DATED: May 20, 2024

Katharine Glynn, Chairwoman

ATTEST:

Domingo Senande, Executive Director

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

ENGLEWOOD HOUSING AUTHORITY

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

RESOLUTION NO. 05-20-24 (4)

OFFERED BY: Commissioner Lee
SECONDED BY: Commissioner Lemelle

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD AUTHORIZING CHANGE ORDER NO. 2 IN THE SUM OF $237,668.88 FOR THE CONTRACT FOR ASBESTOS REMOVAL AT 111 WEST STREET WITH DRILL CONSTRUCTION CO., INC.

WHEREAS, the ENGLEWOOD HOUSING AUTHORITY (the "Authority") previously awarded a contract for the reconstruction of the basement, first floor and sixth floor regarding 111 West Street (the "Project") to Drill Construction Co., Inc. for the sum of $6,220,000.00; and

WHEREAS, due to an unforeseen expense there is a need for the removal of asbestos in the floors of the Vincent K. Tibbs building; and

WHEREAS, FEMA has agreed to cover much of the cost for the asbestos removal; and

WHEREAS, change order no. 2 has been submitted for the project in the following amount for the work summarized on the attached hereto:

#1	Addition	$	1,800.00
#2	Addition	$	5,025.17
#3	Addition	$	124,903.18
#4	Addition	$	67,943.69
#5	Addition	$	4,400.00
#6	Addition	$	1,300.00
#7	Addition	$	6,390.00
#8	Addition	$	(16,380.00)
	Subtotal	$	195,382.04
	Overhead	$	19,538.20
	Subtotal	$	214,920.24
	Profit	$	10,746.01
	Subtotal	$	225,666.26
	Bond	$	5,641.66
	Subtotal	$	231,307.91

Insurance	$	6,360.97
Grand Total	$	237,668.88

Floors need to be grinded so that epoxy can be installed. The glue may have asbestos and will become airborne if grinded; and

WHEREAS, the total additional cost for the change order is $237,668.88 as provided in the attached to this Resolution; and

WHEREAS, approval of the aforesaid change order will increase the total contract with DRILL CONSTRCUTION CO. to $6,457,688.88; and

WHEREAS, as per the memo dated May 14, 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 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 Drill Construction Co., Inc. for $237,668.88 (Two Hundred Thirty-Seven Thousand and Six Hundred Sixty-Eight and 88/100 Dollars) for change order no. 2 to the attached hereto.

DATED: May 20, 2024

Katharine Glynn, Chairwoman

ATTEST:

Domingo Senande, Executive Director

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

ENGLEWOOD HOUSING AUTHORITY
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RESOLUTION NO. 05-20-2024 (5)

OFFERED BY: Vice Chairwoman Cobb
SECONDED BY: Commissioner Lee

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD AUTHORIZING THE AMENDMENT OF A CONTRACT TO COPPA MONTALBANO ARCHITECTS FOR ARCHITECTURAL/ENGINEERING SERVICES FOR APARTMENT RENOVATIONS AT THE VINCENT K. TIBBS SENIOR CITIZEN BUILDING

WHEREAS, the Housing Authority of the City of Englewood requires architectural/engineering services for apartment renovations at the Vincent K. Tibbs Senior Citizen Building; and

WHEREAS, Coppa Montalbano Architects was awarded a contract for architectural/engineering services in **RESOLUTION 03-25-2024 (1)**; and

WHEREAS, it was determined that the apartment renovations for the Vincent K. Tibbs building is in need of additional services for ventilation, gas and interior finishes; and

WHEREAS, the Authority requested **Coppa Montalbano Architects** to prepare a proposal amendment to their professional agreement previously submitted; and

WHEREAS, based on the above additional services, **Coppa Montalbano Architects** proposes the following fee adjustment to their professional services as follows:

Original Professional Services $28,700

Proposed Additional Service Phrase Description	**Cost**
Preliminary Study/Existing Conditions	$2,500.00
Estimates and Meetings	$3,300.00
Construction Documents	$5,000.00
Bidding and award	$2,500.00
Construction Administration	$3,300.00
Total Proposed Additional Service Fee	**$16,600.00**

Total agreement fee with additional services $45,300.00;
and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Englewood that the additional professional services for apartment renovations at the Vincent K. Tibbs Senior Citizen building is approved to **Coppa Montalbano Architects** in the additional amount of **$16,600.00 (Sixteen Thousand and 00/100 Dollars)**; and

Six hundred

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

Katharine Glynn, Chairwoman

ATTEST:

Domingo Senande, Executive Director

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

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RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD AUTHORIZING AWARD OF A CONTRACT TO ACACIA FINANCIAL GROUP, INC. FOR SERVICES AS FINANCIAL ADVISOR FOR THE TAX-EXEMPT FINANCING FOR THE REFINANCING OF AN EXISITING RAD LOAN FOR THE VINCENT K. TIBBS BUILDING

RESOLUTION No. 05-20-24 (6)

OFFERED BY: Commissione Lemelle
SECONDED BY: Chairwoman Glynn

WHEREAS, the Housing Authority of the City of Englewood requires a financial advisor for the tax-exempt financing for the refinancing of an existing RAD loan for the Vincent K. Tibbs building; and

WHEREAS, in accordance with its procurement policy of the Housing Authority did issue Requests for Proposals and did receive 2 on Tuesday, May 14, 2024; and

WHEREAS, the Authority reviewed the offers and determined that **Acacia Financial Group, Inc.** 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 **Acacia Financial Group, Inc.** be awarded a contract to assist in completing a tax-exempt refinancing of an existing RAD loan for the Vincent K. Tibbs building; and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioner of the Housing Authority of the City of Englewood, that a contract for a financial advisor for the Englewood Housing Authority, be awarded to **Acacia Financial Group, Inc.** in the amount of **$12,500.00 (Twelve Thousand Five Hundred and 00/100 Dollars)** for the refinancing of an existing RAD loan for the Vincent K. Tibbs; and

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

ATTEST:
Domingo Senande
Executive Director

Katharine Glynn, Chairwoman

Chairwoman Katharine Glynn — Aye
Vice Chairwoman Melvina Cobb — Aye

Commissioner Raul Correa — Aye
Commissioner Elisha Gurfein — Absent
Commissioner Samuel Lee, Jr. — Aye
Commissioner Zackarie Lemelle — Aye

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RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD AUTHORIZING AWARD OF A CONTRACT TO DeCotiis, FitzPatrick, Cole & Giblin, LLP (DeCotiis) FOR LEGAL SERVICES- SPECIAL COUNSEL FOR THE REFINANCING OF 130 UNITS IN THE VINCENT K. TIBBS BUILDING

RESOLUTION NO. 05-20-24 (7)

OFFERED BY: Commissioner Lemelle
SECONDED BY: Commissioner Lee

WHEREAS, the Housing Authority of the City of Englewood requires legal services-special counsel for the refinancing of 130 units in the Vicente K. Tibbs building; and

WHEREAS, in accordance with its procurement policy of the Housing Authority did issue Requests for Proposals and did receive 2 on Tuesday, May 14, 2024; and

WHEREAS, the Authority reviewed the offers and determined that **DeCotiis, Fitzpatrick, Cole & Giblin, LLP** 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 **DeCotiis, Fitzpatrick, Cole & Giblin, LLP** be awarded a contract to assist the Authority in the refinancing of 130 units in the Vincent K. Tibbs building; 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-special counsel for the Englewood Housing Authority, be awarded to **DeCotiis, Fitzpatrick, Cole & Giblin, LLP** for the refinancing of the Vincent K. Tibbs in an amount not to exceed **$75,000.00 (SEVENTY-FIVE THOUSAND AND 00/100 Dollars)**; and

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

ATTEST:
Domingo Senande
Executive Director

Katharine Glynn, Chairwoman

Chairwoman Katharine Glynn — Aye
Vice Chairwoman Melvina Cobb — Aye
Commissioner Raul Correa — Aye
Commissioner Elisha Gurfein — Absent

Commissioner Samuel Lee, Jr. Aye
Commissioner Zackarie Lemelle Aye

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RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD AUTHORIZING AWARD OF A CONTRACT TO FDG MULTISERVICES, LLC FOR THE DEMOLITION AND RENOVATION OF 115 HUMPHREY STREET APARTMENT 1C/A

RESOLUTION NO. 05-20-2024 (8)

OFFERED BY: Vice Chairwoman Cobb
SECONDED BY: Commissioner Lamelle

WHEREAS, the Housing Authority of the City of Englewood requires the renovation and demolition of apartment 1C/A at 115 Humphrey Street; and

WHEREAS, in accordance with its procurement policy the Housing Authority did solicit price quotes and did receive three on Friday, April 12, 2024; and

WHEREAS, the Authority reviewed the offers and determined that **FDG MULTISERVICES, LLC** 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 **FDG MULTISERVICES, LLC** be awarded a contract in the amount of **$18,900.00 (Eighteen Thousand Nine Hundred and 00/100 Dollars)** for the demolition and renovation of apartment 1C/A 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 1C/A at 115 Humphrey Street be awarded to **FDG MULTISERVICES, LLC** in the amount of **$18,900.00 (Eighteen Thousand Nine 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 — Aye
Vice Chairwoman Melvina Cobb — Aye

ATTEST:

Domingo Senande, Executive Director

Commissioner Raul Correa	Aye
Commissioner Elisha Gurfein	Absent
Commissioner Samuel Lee, Jr.	Aye
Commissionner Zackarie Lemelle	Aye

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RESOLUTION NO. 5-20-2024 (9)

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD APPROVING THE PREVIOUSLY TABLED BILLS AND CLAIMS FOR THE PERIOD OF APRIL

OFFERED BY: Chairwoman Glynn
SECONDED BY: Vice Chairwoman Cobb

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

EHA Operating –	5057
E.H.M.S., Inc. –	2780
Foti –	2877
Section 8 –	15802
Westmoor Gardens –	8772

were reviewed and many checks were voided and damaged as listed due to technical difficulties in the printing of checks at the April 15, 2024, board meeting.

WHEREAS, the Board of Commissioner of the Englewood Housing Authority deemed it best to table the April 15, 2024 checks for further explanation for the May 20, 2024 board meeting; and

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 April 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 April.

Katharine Glynn, Chairwoman

ATTEST:
Domingo Senande, Executive Director

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

At the Board Meeting of May 20, 2024 (9) upon roll call of Commissioners present, all voted "Aye" and Resolution May 20, 2024 (9) as carried.

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RESOLUTION NO. 05-20-2024 (10)

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

OFFERED BY: Commissioner Lamelle
SECONDED BY: Commissioner Correa

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

EHA Operating –	5072
E.H.M.S., Inc. –	2784
Foti –	2881
Section 8 –	15810
Westmoor Gardens –	8802

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 May 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 May.

Katharine Glynn, Chairwoman

ATTEST:
Domingo Senande, Executive Director

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

At the Board Meeting of May 20, 2024 (10) upon roll call of Commissioners present, all voted "Aye" and Resolution May 20, 2024 (10) as carried.