

NBHA RESOLUTION 2014 - 5/28 # 22

Resolution Authorizing and Approving Payment of Bills for the Month of April, 2014

WHEREAS, the Housing Authority of the City of New Brunswick (including any successors or assigns, the "Housing Authority"), was duly created as an agency and instrumentality of the municipality of the State (the "Local Unit") in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (*N.J.S.A. 40A:12A-1 et seq.*) (the "Local Housing Law");

WHEREAS, the Executive Director, Director of Operations and Finance Administrator certify that the amounts and payment contained herein are correct and accurate to the best of their knowledge and they are in compliance with all applicable Housing Authority Procurement Policy and HUD No.24CFR 85.3G.

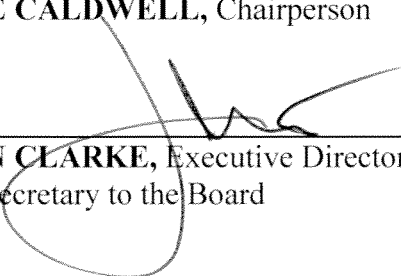
NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of New Brunswick hereby approves and directs that the Executive Director and/or Director of Operations to process and pay the following bills for the months of April 2014:

<u>Description</u>	<u>Amount</u>
Section 8 Payments	\$ 836,627.45
Payroll	\$ 103,521.63
Accounts Payable	\$ 180,228.52
Capital Fund	\$ 11,151.63
Local General	\$ 3,179.00

Passed on this 28th day of May, 2014 (See attached Vote Box)



DALE CALDWELL, Chairperson



JOHN CLARKE, Executive Director
And Secretary to the Board

NBHA RESOLUTION 2014 - 5/28 # 22

**Resolution Authorizing and Approving Payment of Bills
for the Month of April, 2014**

COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
CUPANO						✓
JONES	✓		✓			
BRANGMAN						✓
GIORGIANNI		✓	✓			
GONZALEZ			✓			
WOLDE			✓			
CHAIRPERSON CALDWELL			✓			

NBHA RESOLUTION 2014 – 5/28 # 23

Resolution Authorizing and Approving Contract with William A. Elias of West Milford, New Jersey for Management Consulting Services in Preparing and Updating the Housing Authority's Agency Plan and other Management Training, Operation Studies, Assessments and Assistance related to the Management of the Housing Authority of the City of New Brunswick

WHEREAS, the Housing Authority of the City of New Brunswick (including any successors or assigns, the "Housing Authority"), was duly created as an agency and instrumentality of the municipality of the State (the "Local Unit") in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (*N.J.S.A. 40A:12A-1 et seq.*) (the "Local Housing Law");

WHEREAS, the Housing Authority of the City of New Brunswick is in need of professional services in the area of general management services and in preparing and updating its Agency Plan as required by QHWRA, policy review and revision, assist in preparing applications, Board and staff training, special operational studies and insuring day-to-day compliance with other HUD regulations; and

WHEREAS, the Housing Authority has advertised for Requests for Proposals for the aforesaid services in accordance with its procurement policy and procedures, the applicable New Jersey Statutes and Housing and Urban Development rules and regulations; and

WHEREAS, said procurement procedures are a "fair and open" procurement in accordance with the Pay-to-Play Law, *NJSA 19:44A-20.5*; and

WHEREAS, the Housing Authority has received one (1) proposal and deemed that the highest scoring respondent (with an average total score of 86.5%) has submitted all required materials, forms, and documents to meet the submission requirements of the RFP; and

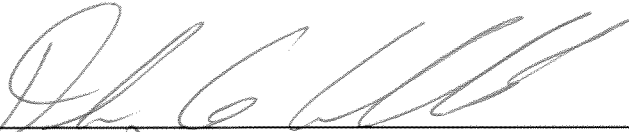
WHEREAS, the Housing Authority has determined WILLIAM A. ELIAS of West Milford, NJ to be the responsible individual whose qualifications, price, experience and other factors are the most advantageous to the Housing Authority of the City of New Brunswick under the Request for Proposals; and

WHEREAS, the Authority has the monies available for payments of such Services in Fiscal Year 2014 and 2015 Budgets;

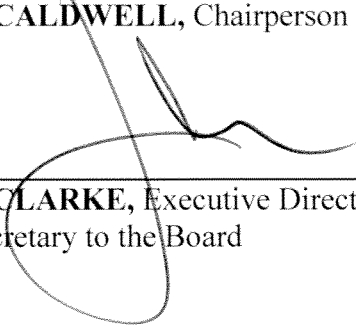
NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of New Brunswick that the Executive Director be and is hereby authorized and directed to execute a Contract with WILLIAM A. ELIAS on behalf of the Housing Authority of the City of New Brunswick in an amount not to exceed \$ 50,000.00 to be billed at a rate of \$100.00 per hour inclusive of all costs for a one (1) year term for Management Consulting Services in preparing and updating the Housing Authority's Agency Plan other management training, operation studies,

assessments and assistance related to the management of the Housing Authority of the City of New Brunswick.

Passed on this 28th day of May, 2014 (See attached Vote Box)



DALE CALDWELL, Chairperson



JOHN CLARKE, Executive Director
And Secretary to the Board

NBHA RESOLUTION 2014 5/28 # 23

Resolution Authorizing and Approving Contract with William A. Elias of West Milford, New Jersey for Management Consulting Services in Preparing and Updating the Housing Authority's Agency Plan and other Management Training, Operation Studies, Assessments and Assistance related to the Management of the Housing Authority of the City of New Brunswick

COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
CUPANO						✓
JONES			✓			
BRANGMAN						✓
GIORGIANNI			✓			
GONZALEZ		✓	✓			
WOLDE	✓		✓			
CHAIRPERSON CALDWELL			✓			

NBHA RESOLUTION 2014 - 5/28 # 24

Resolution Approving the Contract for Annual Auditing Services to Hymanson, Parnes & Giampaolo for the Fiscal Year 2014 Annual Operating Accounts

WHEREAS, pursuant to Federal and State regulations, the Comptroller General of the United States and the New Jersey Department of Community Affairs - Division of Local Government Services, have the right to annually audit the books and records of the New Brunswick Housing Authority pertinent to its Operating Accounts; and

WHEREAS, the United States Government and the New Jersey Department of Community Affairs has authorized local public housing agencies to procure such an audit by an independent public account in lieu of auditing by them; and

WHEREAS, the New Brunswick Housing and Redevelopment Authority is in need of an Independent Public Accountant to perform those annual auditing services; and

WHEREAS, auditing services are professional services within the meaning of the New Jersey Public Contracts Law and are, therefore, exempt from bidding requirements; and


WHEREAS, the Authority has the monies available for payment of such Annual Auditing Services in Fiscal Year 2014-2015 Budget; and

WHEREAS, the Executive Director has caused a Request for Proposals for said auditing services to be advertised calling for bids to be filed by May 1, 2014 and one (1) proposals were submitted and evaluated in accordance with the Competitive Proposal process and the proposal of **HYMANSON, PARNES & GIAMPAOLO** was rated to be the proposal most beneficial to the needs of the Housing Authority and acceptance thereof was accordingly recommended by the proposal review committee with an average score of 93;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of New Brunswick does hereby approve and accept said bid for Annual Auditing Services in accordance with the proposal dated May 1, 2014 by **HYMANSON, PARNES & GIAMPAOLO** not to exceed \$15,190.00;

BE IT FURTHER RESOLVED that the Board of Commissioners of the Housing Authority of the City of New Brunswick does hereby authorize and direct the Executive Director to execute a Contract on behalf of the New Brunswick Housing and Redevelopment Authority with **HYMANSON, PARNES & GIAMPAOLO** for said Annual Auditing services.

Passed on this 28th day of May, 2014 (See attached Vote Box)



DALE CALDWELL, Chairperson



JOHN A.H. CLARKE, Executive Director
And Secretary to the Board

NBHA RESOLUTION 2014 - 5/28 # 24

**Resolution Approving the Contract for Annual Auditing Services to
Hymanson, Parnes & Giampaolo for the Fiscal Year 2014 Annual
Operating Accounts**

COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
CUPANO						✓
JONES		✓	✓			
BRANGMAN						✓
GIORGIANNI			✓			
GONZALEZ			✓			
WOLDE	✓		✓			
CHAIRPERSON CALDWELL			✓			

NBHA RESOLUTION 2014 - 5/28 # 25
(Acting as Redevelopment Authority)

Resolution Accepting Proposal and Authorizing Contract to Provide Legal Services in Connection with Redevelopment Matters Undertaken by the Housing Authority of the City of New Brunswick with Wilentz, Goldman & Spitzer, Esqs.

WHEREAS, the Board of Commissioner of the Housing Authority of the City of New Brunswick has determined that it is necessary to retain special counsel to provide legal services in connection with its redevelopment projects; and

WHEREAS, the Board of Commissioners recognizes that it is in the best interest of the Housing Authority in its role as Redevelopment Agency for the City of New Brunswick to have these specialized legal services available on a continual basis; and

WHEREAS, legal services are professional services and are exempt from bidding requirements of New Jersey Public Contracts Law however, the Housing Authority has decided to complete and RFP regardless of this fact; and

WHEREAS, proposals for such services were sought in accordance with the applicable New Jersey Statutes and Housing and Urban Development rules and regulations and the Housing Authority's Procurement Policy (as they relate to RFP's), using a fair and open process in accordance with NJSA 19:44A-20.5, and two (2) proposals were received; and

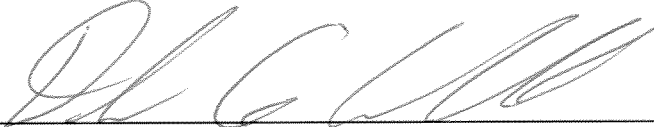
WHEREAS, the Executive Director, Deputy Director and the Business Administrator have independently reviewed and analyzed the proposals and found that the proposal received from the law firm of Wilentz Goldman & Spitzer, Esqs. (Woodbridge, NJ) is most advantageous to the Authority considering price, experience, and other factors (with a score of 92.50); and

WHEREAS, the Wilentz firm has proposed such services to the Housing Authority at the blended rate of \$260 per hour for litigation matters (\$235 for other services) and \$100 per hour for paralegal services as set forth in their proposal; and

WHEREAS, all sums paid to Wilentz, Goldman & Spitzer, Esqs. pursuant to the Contract authorized hereunder shall be repaid to the Housing Authority by the redeveloper,

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of New Brunswick hereby accepts the proposal of Wilentz, Goldman & Spitzer, Esqs., with offices located at 90 Woodbridge Center Drive, Suite 900, P.O. Box 10, Woodbridge, New Jersey 07095, and hereby authorizes and directs the Executive Director to enter into a Contract/Agreement to provide legal services with said law firm to provide the services set forth for in the proposal a period of one (1) year commencing immediately.

Passed on this 28th day of May, 2014 (See attached Vote Box)



DALE CALDWELL, Chairperson



JOHN CLARKE, Executive Director
And Secretary to the Board

NBHA RESOLUTION 2014 - 5/28 # 25
(Acting as Redevelopment Authority)

**Resolution Accepting Proposal and Authorizing Contract to Provide Legal Services
in Connection with Redevelopment Matters Undertaken by the Housing Authority
of the City of New Brunswick with Wilentz, Goldman & Spitzer, Esqs.**

COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
CUPANO						✓
JONES	✓		✓			
BRANGMAN						✓
GIORGIANNI		✓	✓			
GONZALEZ			✓			
WOLDE			✓			
CHAIRPERSON CALDWELL			✓			

NBHA RESOLUTION 2014 – 5/28 # 26

Resolution Authorizing and Approving Contract with Joseph A. Manfredi & Associates to provide General Legal Services to the Housing Authority of the City of New Brunswick

WHEREAS, the Housing Authority of the City of New Brunswick (including any successors or assigns, the “Housing Authority”), was duly created as an agency and instrumentality of the municipality of the State (the “Local Unit”) in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (*N.J.S.A. 40A:12A-1 et seq.*) (the “Local Housing Law”);

WHEREAS, the Housing Authority of the City of New Brunswick is in need of professional services in the area of General Legal Services; and

WHEREAS, the Housing Authority has advertised for Requests for Proposals for the aforesaid services in accordance with its procurement policy and procedures, applicable New Jersey Statutes, and as required by the U.S. Department of Housing and Urban Development rules and regulations; and

WHEREAS, the procurement procedures used for this RFP were completed in a “fair and open” procurement process in accordance with the Pay-to-Play Law, *NJSA 19:44A-20.5*; and

WHEREAS, the Housing Authority advertised for proposals to be due May 1, 2014 and received one (1) proposal. All forms and documents have meet the submission requirements of the RFP; and

WHEREAS, the Housing Authority has scored all responses and with an average score of 90.50 determined JOSEPH A. MANFREDI & ASSOCIATES (with offices located in Hoboken, NJ) to be the highest scoring and most qualified respondent to the publically advertised RFP; and


WHEREAS, the Authority has the monies available for payment of such Services in Fiscal Years 2014 and 2015 Budgets;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of New Brunswick that the Executive Director be and is hereby authorized and directed to execute a Contract with JOSEPH A. MANFREDI & ASSOCIATES on behalf of the Housing Authority of the City of New Brunswick in an amount not to exceed \$ 10,000.00 annually, to be billed at a rate of \$125.00 per hour (legal services) and \$45 per hour (paralegal services for a one (1) year term to provide


General Legal Services for the Housing Authority of the City of New Brunswick.

BE IT FURTHER RESOLVED by the Board of Commissioners of the Housing Authority of the City of New Brunswick that the Executive Director is hereby authorized to have the firm JOSEPH A. MANFREDI & ASSOCIATES complete additional legal service relating to the review of Development Agreements and Contracts (and related HUD documents), contracting and awards relating to CFP and any additional assigned legal work in an additional amount not to exceed \$ 30,000.00 dollars to be billed at a rate of \$125.00 per hour (legal services) and \$45 per hour (paralegal services for a one (1) year term.

Passed on this 28th day of May, 2014 (See attached Vote Box)



DALE CALDWELL, Chairperson



JOHN CLARKE, Executive Director
And Secretary to the Board

NBHA RESOLUTION 2014 – 5/28 # 26

Resolution Authorizing and Approving Contract with Joseph A. Manfredi & Associates to provide General Legal Services to the Housing Authority of the City of New Brunswick

COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
CUPANO						✓
JONES			✓			
BRANGMAN						✓
GIORGIANNI			✓			
GONZALEZ	✓		✓			
WOLDE		✓	✓			
CHAIRPERSON CALDWELL			✓			

NBHA RESOLUTION 2014 – 5/28 # 27

Resolution Approving the Award of Contract for General Fee Accountant Services to Polcari & Company

WHEREAS, the Housing Authority of the City of New Brunswick (including any successors or assigns, the “Housing Authority”), was duly created as an agency and instrumentality of the municipality of the State (the “Local Unit”) in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (*N.J.S.A. 40A:12A-1 et seq.*) (the “Local Housing Law”);

WHEREAS, the New Brunswick Housing and Redevelopment Authority (NBHA) is in need of General Fee Accountant Services for all of the agencies operations and programs; and

WHEREAS, the NBHA is required to update all of it’s operations to meet the U.S. Department of Housing and Urban Development’s (HUD) Asset Based Management and Project Based Accounting Systems; and

WHEREAS, the Executive Director has caused a Request for Proposals for said general fee accountant services to be advertised calling for bids to be filled by May 1, 2014 and one (1) proposal was submitted and evaluated in accordance with the Competitive Proposal process and the proposal of POLCARI & CO. was rated to be the proposal most beneficial to the needs of the Housing and Redevelopment Authority and acceptance thereof was accordingly recommended by the Executive Director; and

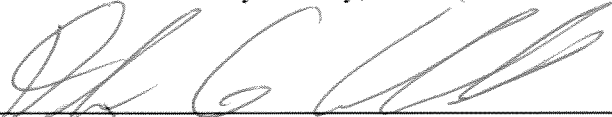
WHEREAS, this contract is awarded pursuant to a fair and open process as defined by NJSA 19:44A-20.5; and

WHEREAS, auditing services are professional services within the meaning of the New Jersey Public Contracts Law and are, therefore, exempt from bidding requirements; and

WHEREAS, the Authority has the monies available for payment of such Services in Fiscal Years 2014 and 2015 Budgets;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of New Brunswick does hereby approve and accept said proposal for General Fee Accountant Services to POLCARI & COMPANY, for fees not to exceed \$46,000.00 for a period not to exceed twelve (12) months.

Passed on this 28th day of May, 2014 (See attached Vote Box)



DALE CALDWELL, Chairperson



JOHN CLARKE, Executive Director
And Secretary to the Board

NBHA RESOLUTION 2014 – 5/28 # 27

Resolution Approving the Award of Contract for General Fee Accountant Services
to Polcari & Company

COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
CUPANO						✓
JONES	✓		✓			
BRANGMAN						✓
GIORGIANNI		✓	✓			
GONZALEZ			✓			
WOLDE			✓			
CHAIRPERSON CALDWELL			✓			

NBHA RESOLUTION 2014 - 5/28 # 28

Resolution Revising the Flat Rent Schedule for the New Brunswick Housing Authority Effective June 1, 2014

WHEREAS, the Housing Authority of the City of New Brunswick (including any successors or assigns, the "Housing Authority"), was duly created as an agency and instrumentality of the municipality of the State (the "Local Unit") in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (*N.J.S.A. 40A:12A-1 et seq.*) (the "Local Housing Law");

WHEREAS, HUD has issued Notice PIH 2014-12 which mandates that a flat rent schedule be used by Housing Authorities to allow tenants in public housing to choose between an income-based rent and a flat rent; and

WHEREAS, the FY Omnibus Appropriations Bill requires that the flat rent schedule be not less than 80% of Fair Market Rents by June 1, 2014; and

WHEREAS, the NBHA's current flat rent schedule does not meet the statutory provision regarding flat rents; now therefore

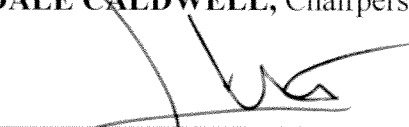
BE IT RESOLVED that the flat rent schedule for public housing be revised as follows effective June 1, 2014:

Bedroom Size	Fair Market Rent (FMR)	.8 FMR	Current Flat Rent	Revised Flat Rent
0 BR	\$928	\$742	n/a ¹	n/a
1 BR	1,184	947	\$700	\$947
2 BR	1,458	1,166	1,000	1,166
3 BR	1,892	1,514	1,300	1,514
4 BR	2,482	1,986	1,600	1,986

BE IT FURTHER RESOLVED that the revised flat rents will be offered to new admissions and at annual reexamination to tenants presently paying flat rents not later than October 31, 2014.



DALE CALDWELL, Chairperson



JOHN CLARKE, Executive Director
And Secretary to the Board

¹ The NBHA does not have 0-BR units.

NBHA RESOLUTION 2014 - 5/28 # 28

Resolution Revising the Flat Rent Schedule for the New Brunswick Housing Authority Effective June 1, 2014

COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
CUPANO						✓
JONES	✓		✓			
BRANGMAN						✓
GIORGIANNI			✓			
GONZALEZ			✓			
WOLDE		✓	✓			
CHAIRPERSON CALDWELL			✓			