

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2013-106

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING THE ACCOUNTS PAYABLE FOR THE PERIOD OF 10/17/13 – 11/15/13.

WHEREAS, the attached listing of Accounts Payable for the period of 10/17/13 – 11/15/13, was reviewed and found acceptable; and

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Housing Authority of Bergen County do hereby approve payment of all checks identified on the attached listing for the period of 10/17/13 – 11/15/13 in the amount of Four Hundred Ninety Thousand Four Hundred Fifty-One Dollars (\$490,451.54) and Fifty Four Cents.

Resolution adopted as read on motion by Commissioner English Rolliesson seconded by Commissioner Kopf.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Mark DiPisa	✓			
Joanne English Rolliesson	✓			
Steven E. Kopf	✓			
Kay Nest				✓
Andrew Rudman				✓
Bruce E. Walenczyk	✓			

November 26, 2013
DATE


BRUCE E. WALENCZYK, CHAIRMAN


DOMINGO SENANDE, EXECUTIVE DIRECTOR/SECRETARY

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2013-107

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING THE ACCOUNTS PAYABLE FOR THE PERIOD OF 10/17/13 – 11/15/13 FOR THE HOUSING DEVELOPMENT CORPORATION OF BERGEN COUNTY.

WHEREAS, the attached listing of Accounts Payable for the period of 10/17/13 – 11/15/13 for the Housing Development Corporation of Bergen County, was reviewed and found acceptable; and

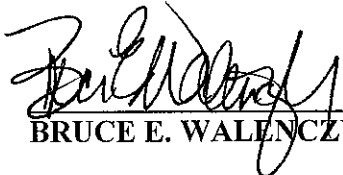
NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Housing Authority of Bergen County do hereby approve payment of all checks identified on the attached listing for the period of 10/17/13 – 11/15/13 in the amount of Three Hundred Seventy Three Thousand Seven Hundred Seventy Four Dollars (\$373,774) and Eight Cents.

Resolution adopted as read on motion by Commissioner English Rolliesson seconded by Commissioner Kopf.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Mark DiPisa	✓			
Joanne English Rolliesson	✓			
Steven E. Kopf	✓			
Kay Nest				✓
Andrew Rudman				✓
Bruce E. Walenczyk	✓			

November 26, 2013
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BRUCE E. WALENCZYK, CHAIRMAN


DOMINGO SENANDE, EXECUTIVE DIRECTOR/SECRETARY

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2013-108

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY AUTHORIZING THE ADDITIONAL EXPEDITURE OF UP TO \$50,000 FOR CONSTRUCTION COSTS AT THE MARTIN LUTHER KING, JR. SENIOR CENTER.

WHEREAS, Martin Luther King, Jr. Senior Center, Inc. (MLK), has constructed a community center which also has apartment units located at 375 First Street, Hackensack, NJ; and

WHEREAS, the project is near completion, however, MLK requires financial assistance in completing the project and will require assistance in managing said property; and

WHEREAS, by Resolution 2012-77 the Board authorized that the Housing Authority of Bergen County acquire title to the property and fund the completion of the construction, which is a sum anticipated not to exceed Four Hundred Thousand Dollars (\$400,000.00) and on April 10, 2013 the property was acquired; and

WHEREAS, it became apparent that additional funds were needed for the completion of the construction and by way of Resolution 2013-70 an additional Fifty Thousand Dollars (\$50,000.00) and Zero Cents was added to the total sum; and

WHEREAS, it has again become apparent that additional funds are needed for the completion of the construction, which is a sum anticipated not to exceed an additional Fifty Thousand Dollars (\$50,000.00) and Zero Cents; and

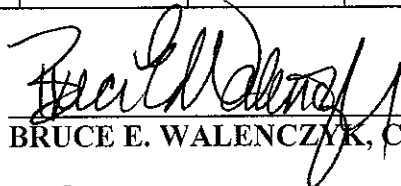
NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County hereby authorize the additional expenditures of up to \$50,000 of construction costs at the Martin Luther King, Jr. Senior Center.


Resolution adopted as read on motion by Commissioner English Rollieson seconded by Commissioner Kopf.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Mark DiPisa	✓			
Joanne English Rollieson	✓			
Steven E. Kopf	✓			
Kay Nest				✓
Andrew Rudman				✓
Bruce E. Walenczyk	✓			

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**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2013-109

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY ADOPTING THE HOLIDAY SCHEDULE FOR THE YEAR 2014, AS APPROVED BY THE COUNTY OF BERGEN.

The schedule of holidays for the year 2014 for the Housing Authority of Bergen County is as follows:

January	1	Wednesday	New Year's Day
January	20	Monday	Martin Luther King's Birthday
February	12	Wednesday	Lincoln's Birthday
February	17	Monday	President's Day
April	18	Friday	Good Friday
May	26	Monday	Memorial Day
July	4	Friday	Independence Day
September	1	Monday	Labor Day
October	13	Monday	Columbus Day
November	4	Tuesday	Election Day
November	11	Tuesday	Veteran's Day
November	27	Thursday	Thanksgiving Day
November	28	Friday	Day after Thanksgiving Day
December	25	Thursday	Christmas Day

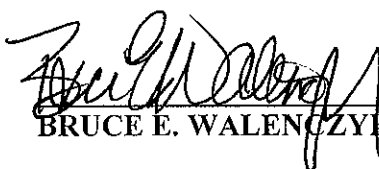
NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County do hereby adopt the aforementioned schedule of holidays for the year 2014, for the Housing Authority of Bergen County, as approved by the County of Bergen.


Resolution adopted as read on motion by Commissioner English Rollieson, seconded by Commissioner Kopf.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Mark DiPisa	✓			
Joanne English Rollieson	✓			
Steven E. Kopf	✓			
Kay Nest				✓
Andrew Rudman				✓
Bruce E. Walenczyk	✓			

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**HOUSING AUTHORITY OF BERGEN COUNTY
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HACKENSACK, NEW JERSEY**

RESOLUTION 2013-110

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING TO EXTEND THE CURRENT CONTRACT WITH FAIRVIEW INSURANCE AGENCY ASSOCIATES, INC., 25 FAIRVIEW AVENUE, VERONA, NJ, FOR PROFESSIONAL RISK MANAGEMENT SERVICES FOR AN ADDITIONAL YEAR BEGINNING JANUARY 1, 2014 AND TERMINATING ON DECEMBER 31, 2014.

WHEREAS, The Board of Commissioners of the Authority awarded a contract to Fairview Insurance Agency Associates, Inc. for a term of Fifteen (15) months to procure Property & Casualty Coverage for the Authority beginning October 1, 2012 and terminating on December 31, 2013; and

WHEREAS, additionally, the Board of Commissioners awarded a contract to Fairview Insurance Agency Associates, Inc. to act under the capacity of Broker of Record on behalf of the Authority for all their insurance needs, other than Property & Casualty. Should the Broker of Record be asked by the Authority to procure any insurance coverage other than Property & Casualty, the broker shall be compensated for any services rendered directly from the individual Insurance Carrier based on Industry Standard; and

WHEREAS, at the sole discretion of the Authority, the contract allows for renewal for an additional two years, contingent upon fund availability in the budget. The Contracting Officer notes that the Authority has had an excellent working relationship in the past with this Firm, and that it would be advantageous for the Authority to exercise its option to renew the contract for one (1) additional year; and

WHEREAS, the Contracting Officer confirms that the Firm shall continue to be compensated directly by the individual Insurance Carrier based on Industry Standard, and hereby recommends that the Board adopt a resolution to exercise its option to extend the current contract for one (1) additional year to begin on January 1, 2014 and terminate on December 31, 2014;

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Housing Authority of Bergen County do hereby approve to extend the current Contract with Fairview Insurance Agency Associates, Inc. for an additional one (1) year beginning January 1, 2014 through December 31, 2014.

Resolution adopted as read on motion by Commissioner English Rollieson seconded by Commissioner Kopf.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Mark DiPisa	✓			
Joanne English Rollieson	✓			
Steven E. Kopf	✓			
Kay Nest				✓
Andrew Rudman				✓
Bruce E. Walenczyk	✓			

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**HOUSING AUTHORITY OF BERGEN COUNTY
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HACKENSACK, NEW JERSEY**

RESOLUTION 2013-111

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING A CONTRACT WITH YARDI SYSTEMS, INC. FOR CLOUD BASED AND CENTRALIZED WEB-BASED COMPUTER SOFTWARE SYSTEM.

WHEREAS, the Contracting Officer of the Housing Authority received two proposals for cloud based and centralized web-based computer software services on November 8, 2013 from Yardi Systems Inc. and Tenmast Software; and

WHEREAS, both proposals were evaluated and scored by the Evaluation Committee using the evaluation criteria contained in the RFP. The proposal submitted by Tenmast did not conform to the requirements of the specifications and the proposed system and proposal did not include various required features. The proposal submitted by Yardi was complete, all inclusive and in conformance to the RFP requirements. For that reason the committee determined that Yardi's proposal would be more cost effective, advantageous and in the best interest of the Authority; and

WHEREAS, the Contracting Officer and the Evaluation Committee is satisfied with the technical features of the system proposed by Yardi and also feels that the firm's management and experience in performing the required work indicate that they will perform in a reliable and timely manner in the implementation of the new system and its annual maintenance; and

WHEREAS, The Contracting Officer confirms that sufficient funds are available to compensate the firm, for the entire scope of work;

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Housing Authority of Bergen County do hereby approve a Contract with Yardi Systems, Inc. for cloud based and centralized web-based computer software system.

Resolution adopted as read on motion by Commissioner English Rollieson seconded by Commissioner Kopf.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Mark DiPisa	✓			
Joanne English Rollieson	✓			
Steven E. Kopf	✓			
Kay Nest				✓
Andrew Rudman				✓
Bruce E. Walenczyk	✓			

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**HOUSING AUTHORITY OF BERGEN COUNTY
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RESOLUTION 2013-112

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING A CONTRACT WITH EMG, 222 SCHILLING CIRCLE, HUNT VALLEY, MD 21031, FOR GPNA & ENERGY AUDIT FOR NINE (9) BUILDINGS.

WHEREAS, the Contracting Officer of the Authority accepted six proposals for GPNA & Audit services for nine (9) buildings on October 29, 2013; and

WHEREAS, the lowest and most advantageous proposal to the Authority, price and other factors considered, was submitted by EMG in the amount of \$45,945.43 for all nine buildings based on the following breakdown per building; and

Building	EMG
BOILING SPRINGS GARDENS	\$ 8,014.75
CARUCCI APARTMENTS	\$ 5,548.67
DAVID F. ROCHE APARTMENTS	\$ 5,604.72
HIGHLAND VIEW APARTMENTS	\$ 5,380.53
MAHWAH PUBLIC HOUSING	\$ 3,026.55
RAMSEY PUBLIC HOUSING	\$ 1,500.00
BROOKSIDE GARDENS	\$ 7,566.37
LEHMANN GARDENS	\$ 2,017.70
RIDGECREST APARTMENTS	\$ 7,286.14
TOTAL FOR ALL LOCATIONS	\$ 45,945.43

WHEREAS, should there be additional work requested of the firm outside the scope of work, the hourly rate for a Principal is \$150.00, for a Senior Accountant \$100.00 and for a Junior Accountant \$75.00. After careful evaluation, the Contracting Officer found the cost to be reasonable and acceptable in comparison to similar services provided in the past; and

WHEREAS, the Contracting Officer confirms that the Authority has had a favorable past working relationship with this firm in similar services and that they are qualified and possess the experience to satisfactorily complete this project. Sufficient funds are available to compensate the firm for the entire scope of work;

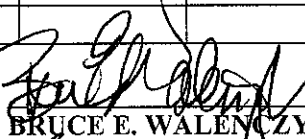
NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Housing Authority of Bergen County do hereby approve a Contract with EMG for GPNA & Audit for nine (9) buildings.


Resolution adopted as read on motion by Commissioner English Rollieson seconded by Commissioner Kopf.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Mark DiPisa	✓			
Joanne English Rollieson	✓			
Steven E. Kopf	✓			
Kay Nest				✓
Andrew Rudman				✓
Bruce E. Walenczyk	✓			

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**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2013-113

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING A CONTRACT WITH NORTH JERSEY FRIENDSHIP HOUSE FOR VOCATIONAL SERVICES AT THE BERGEN COUNTY HOUSING, HEALTH AND HUMAN SERVICES CENTER.

WHEREAS, it has been determined that in order to expand services as a one-stop location and single point of entry for individuals to receive information, care management, health and human services, and financial assistance, that the services of a vocational coordinator would complement the services already offered at the Bergen County Housing, Health and Human Services; and

WHEREAS, the vocational coordinator will assist Center clients in finding sustainable employment; and

WHEREAS, the Contracting Officer of the Authority accepted two proposals for vocational services at the Bergen County Housing, Health and Human Services Center on November 12, 2013; and

WHEREAS, the lowest and most advantageous proposal to the Authority, price and other factors considered, was submitted by North Jersey Friendship House in the amount of \$53,144.00; and

WHEREAS, the Contracting Officer confirms that the Authority has had a favorable past working relationship with this firm in similar services and that they are qualified and possess the experience to satisfactorily complete this project. Sufficient funds are available to compensate the firm for the entire scope of work;

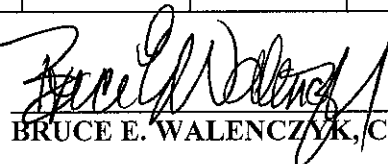
NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Housing Authority of Bergen County do hereby approve a Contract with North Jersey Friendship House for vocational services at the Bergen County Housing, Health and Human Services Center.

Resolution adopted as read on motion by Commissioner English Rollieson seconded by Commissioner Kopf.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Mark DiPisa	✓			
Joanne English Rollieson	✓			
Steven E. Kopf	✓			
Kay Nest				✓
Andrew Rudman				✓
Bruce E. Walenczyk	✓			

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BRUCE E. WALENCZYK, CHAIRMAN


DOMINGO SENANDE, EXECUTIVE DIRECTOR/SECRETARY

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2013-114

RESOLUTION BY THE COMMISSIONERS OF THE HABC REVISING RESOLUTION 2013-73 TO AUTHORIZE CHANGE ORDERS #1, 2 and 3 FOR SITE REMEDIATION AT DAVID F. ROCHE APTS., 2 ALADDIN AVENUE, DUMONT, NJ.

WHEREAS, on July 25, 2013, the HABC adopted Resolution No. 2013-73 authorizing to execute a contract with Montana Construction, Inc. for the site remediation at David F. Roche Apts., 2 Aladdin Avenue, Dumont, NJ; and

WHEREAS, The Contracting Officer of the Authority received change order No. 1 and No. 2 for the referenced project in the total amount of \$20,295.00; and

WHEREAS, No. 1 was for additional cost to supply and install various trees and bushes which dies during the remediation process due to the fact that the tree root system was in proximity to the soil which had to be removed as required under the scope of work. Consequently the tree roots were cut, but the trees could not survive. The contractor took every precaution to attempt to save all the trees, however the damage to the trees is not due to their negligence. Further, the Contracting Officer confirms that the exact depth of the planting of these trees is determined under regulations, and the consultant must inspect and oversee their planting to confirm proper procedure is followed; and

WHEREAS, No. 2 was for repairs to the chain link fence and posts which were damaged from debris which was stockpiled from the neighboring property; and

WHEREAS, Credit change order No. 3 is for the contingency allowance of \$35,000.00 which was not used by the contractor; and

WHEREAS, The net amount for the three change orders is a credit of \$14,705.00. The above items were not part of the original scope of work. The work must be completed immediately in order to maintain continuity and properly complete the work and fulfill the intent of the contract; and

WHEREAS, The consultant reviewed the proposed change order prices and found the cost appropriate and reasonable for the scope of work and recommends approval of same. Based on the consultant's recommendation, the contracting Officer has determined that this work was unavoidable and constitutes a minor change, and will not significantly alter the scope of work as originally designed; and

WHEREAS, To the extent possible, and to allow for continuity of the project, the Contracting Officer recommends that the Board of Commissioners adopt a Resolution approving change order No. 1 in the amount of \$16,920.00, change order No. 2 in the amount of \$3,375.00 and credit change order No. 3 in the credit amount of \$(35,000.00) and allow the contractor to execute the changes; and

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County do hereby approve Change Orders #1, 2, and 3 for the site remediation at David F. Roche Apts., 2 Aladdin Avenue, Dumont, NJ.

BE IT FURTHER RESOLVED that the records of the Housing Authority of Bergen County be revised to reflect this amendment immediately.

Resolution adopted as read on motion by Commissioner English Rollieson

seconded by Commissioner Kopf.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Mark DiPisa	✓			
Joanne English Rollieson	✓			
Steven E. Kopf	✓			
Kay Nest				✓
Andrew Rudman				✓
Bruce E. Walenczyk	✓			

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DOMINGO SENANDE, EXECUTIVE DIRECTOR/SECRETARY

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2013-115

RESOLUTION BY THE COMMISSIONERS OF THE HABC REVISING RESOLUTION 2013-73 TO AUTHORIZE CHANGE ORDERS #4 and 5 FOR SITE REMEDIATION AT DAVID F. ROCHE APTS., 2 ALADDIN AVENUE, DUMONT, NJ.

WHEREAS, on July 25, 2013, the HABC adopted Resolution No. 2013-73 authorizing to execute a contract with Montana Construction, Inc. for the site remediation at David F. Roche Apts., 2 Aladdin Avenue, Dumont, NJ; and

WHEREAS, The Contracting Officer of the Authority received change order No. 4 and No. 5 for the referenced project in the total amount of \$15,500.00; and

WHEREAS, No. 4 was to replace broken lawn irrigation heads in various zones, to reconfigure the system to accommodate the new hydronic seed area and to winterize the system; and

WHEREAS, No. 5 was construct a paver walkway and access ramp located behind and between the planters in the south area of the building; and

WHEREAS, The net amount for the two change orders is 15,500.00. The items were not part of the original scope of work. The work must be completed immediately in order to maintain continuity and properly complete the work and fulfill the intent of the contract; and

WHEREAS, The net amount for the three change orders is a credit of \$14,705.00. The above items were not part of the original scope of work. The work must be completed immediately in order to maintain continuity and properly complete the work and fulfill the intent of the contract; and

WHEREAS, The consultant reviewed the proposed change order prices and found the cost appropriate and reasonable for the scope of work and recommends approval of same. Based on the consultant's recommendation, the contracting Officer has determined that this work was unavoidable and constitutes a minor change, and will not significantly alter the scope of work as originally designed; and

WHEREAS, To the extent possible, and to allow for continuity of the project, the Contracting Officer recommends that the Board of Commissioners adopt a Resolution approving change order No. 4 in the amount of \$1,100.00, and change order No. 5 in the amount of \$14,400.00 and allow the contractor to execute the changes; and

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County do hereby approve Change Orders #4 and 5 for the site remediation at David F. Roche Apts., 2 Aladdin Avenue, Dumont, NJ.

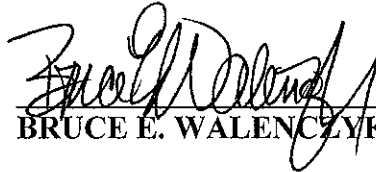
BE IT FURTHER RESOLVED that the records of the Housing Authority of Bergen County be revised to reflect this amendment immediately.

Resolution adopted as read on motion by Commissioner English Rollison
seconded by Commissioner Kopf.

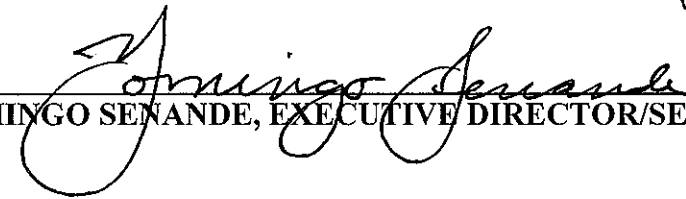
Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Mark DiPisa	✓			
Joanne English Rollieson	✓			
Steven E. Kopf	✓			
Kay Nest				✓
Andrew Rudman				✓
Bruce E. Walenczyk	✓			

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**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2013-116

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING A CONTRACT WITH UNICORN HRO, 25B HANOVER ROAD, FLORHAM PARK, NJ FOR PAYROLL AND HR SERVICES.

WHEREAS, the Contracting Officer of the Housing Authority received and reviewed two proposals for Payroll and HR Services from Unicorn HRO and ADP on November 20, 2013; and

WHEREAS, both proposals were evaluated and scored by the Evaluation Committee using the evaluation criteria contained in the RFP. The proposal submitted by Unicorn HR was complete, all inclusive and in conformance to the RFP requirements. For that reason the committee determined that Unicorn HR's proposal would be more cost effective, advantageous and in the best interest of the Authority; and

WHEREAS, there shall be a lump sum amount of \$3,500 for initial implementation fees, a time capture device not to exceed \$3,000 and monthly payments of \$1,146 for maintenance and support; and

WHEREAS, the Contracting Officer confirms the Authority has received favorable references for this firm and that it is qualified and possesses the experience to satisfactorily provide Payroll and HR Services to the Authority; and

WHEREAS, The Contracting Officer confirms that sufficient funds are available to compensate the firm, for the entire scope of work;


NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Housing Authority of Bergen County do hereby approve a Contract with Unicorn HRO fir payroll and HR Services.

Resolution adopted as read on motion by Commissioner English Rollieson seconded by Commissioner Kopf.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Mark DiPisa	✓			
Joanne English Rollieson	✓			
Steven E. Kopf	✓			
Kay Nest				✓
Andrew Rudman				✓
Bruce E. Walenczyk	✓			

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