

**NBHA RESOLUTION 2013 - 2/27 # 11**

**Resolution Authorizing and Approving Payment of Bills  
for the Month of January, 2013**

**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 and Deputy Director 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.

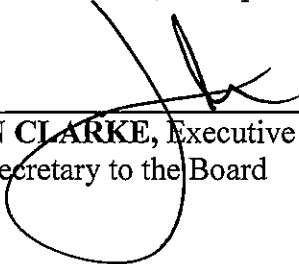
**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the City of New Brunswick hereby approves and directs that the Executive Director and/or Deputy Director to process and pay the following bills for the months of January 2013:

<u>Description</u>	<u>Amount</u>
Section 8 Payments	\$ 870,128.10
Payroll	\$ 109,926.91
Accounts Payable	\$ 398,623.64
Capital Fund	\$ 2,351.25
Local General	\$ 7868.79

Passed on this 27th day of February, 2013 (See attached Vote Box)



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**YIRGU WOLDE**, Chairperson



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**JOHN CLARKE**, Executive Director  
And Secretary to the Board

**NBHA RESOLUTION 2013 - 2/27 # 11**

**Resolution Authorizing and Approving Payment of Bills  
for the Month of January, 2013**

M O V E	S E C O N D	A Y E S	N A Y S	A B S T A I N	A B S E N T	M O V E	S E C O N D	A Y E S	N A Y S	A B S T A I N	A B S E N T
<b>COMMISSIONER</b>						<b>COMMISSIONER</b>					
BRANGMAN			✓			GIORGIANNI					✓
JONES		✓	✓			CALDWELL	✓		✓		
GONZALEZ			✓			CUPANO					✓
						CHAIRPERSON WOLDE			✓		

## NBHA RESOLUTION 2013 – 2/27 # 12

### **Resolution Approving the Award of Contract for the Provision of Professional Risk Management Services**

**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 Professional Risk Management Services for all of the agencies public housing and redevelopment sites; and

**WHEREAS**, the Risk Manager will assist the Authority in evaluating and recommending professional methods to reduce, assume or transfer risk or loss and provide the Authority with general assistance in the preparation of applications, statement of values, etc. as required by the fund; and

**WHEREAS**, the Risk Manager will review the Authority’s assessment and assist in the preparation of the Authority’s insurance budget and review loss and engineering reports, and provide general assistance to the safety committee (or other designated committee) in its loss containment objectives also, attend requested meetings; and

**WHEREAS**, the Risk Manager will review certificates of insurance from contractors, vendors and professionals when requested by the Authority and assist (where needed) in the settlement of claims, with the understanding that the Scope of Risk Management Services does not include services normally provided by a public adjuster; and

**WHEREAS**, the Risk Manager will provide any other risk management related services required by the Joint Insurance Funds Bylaws; and

**WHEREAS**, the Executive Director has caused a Request for Proposals for said Professional Risk Management Services to be advertised calling for bids to be submitted to the NBHA and one (1) proposal was submitted and evaluated in accordance with the Competitive Proposal process; and

**WHEREAS**, the proposal from ALAMO INSURANCE GROUP of North Bergen, NJ was rated at an average score 92.67 (out of a possible 100) and is the most beneficial to the needs of the Housing and Redevelopment Authority and acceptance thereof was accordingly recommended by the Proposal Review Committee; and

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

**WHEREAS**, this service are available through the NJJIF in accordance with our agencies agreement;

**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 Professional Risk Management Services to ALAMO INSURANCE GROUP, for fees not to exceed six (6) percent.

Passed on this 27th day of February, 2013 (See attached Vote Box)



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**YIRGU WOLDE**, Commissioner



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**JOHN CLARKE**, Executive Director  
And Secretary to the Board

**NBHA RESOLUTION 2013 – 2/27 # 12**

**Resolution Approving the Award of Contract for the Provision of Professional Risk Management Services**

M O V E	S E C O N D	A Y E S	N A Y S	A B S T A I N	A B S E N T		M O V E	S E C O N D	A Y E S	N A Y S	A B S T A I N	A B S E N T	
<b>COMMISSIONER</b>							<b>COMMISSIONER</b>						
CALDWELL			✓				GIORGIANNI					✓	
JONES	✓		✓				GONZALEZ		✓	✓			
BRANGMAN			✓				CUPANO					✓	
							<b>CHAIRPERSON</b>						
							WOLDE						

**NBHA RESOLUTION 2013 – 2/27 # 13**

**Resolution Approving Attendance by Chairman Yirgu Wolde at the National Association of Housing and Redevelopment Officials (NAHRO) Conference in Washington D.C. on March 15, 2013 through March 20, 2013**

**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) has received notices of the National Association of Housing and Redevelopment Officials (NAHRO) Conference from March 15, 2013 through March 20, 2013; and

**WHEREAS**, the Authority would benefit from commissioners and NBHA staff attending this training conference; and

**WHEREAS**, the New Brunswick Housing Authority has funds available in the Travel and Training Account(s) and related Budgets to pay the costs of this important training,

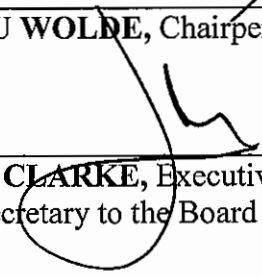
**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the City of New Brunswick does hereby approve the attendance of Chairman Yirgu Wolde to the National Association of Housing and Redevelopment Officials (NAHRO) Conference from March 15, 2013 through March 20, 2013.

**BE IT FURTHER RESOLVED** that the Authority is authorized to pay (or reimburse) the expenses for the traveler as follows: \$475 registration fee, up to \$1,356.83 hotel accommodations, up to \$240 (round trip) for transportation, and per diem of \$500.00.

Passed on this 27th ay of February, 2013 (See attached Vote Box)



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**YIRGU WOLDE**, Chairperson



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**JOHN CLARKE**, Executive Director  
And Secretary to the Board

**NBHA RESOLUTION 2013 – 2/27 # 13**

**Resolution Approving Attendance by Chairman Yirgu Wolde at the National Association of Housing and Redevelopment Officials (NAHRO) Conference in Washington D.C. on March 15, 2013 through March 20, 2013**

	M O V E	S E C O N D	A Y E S	N A Y S	A B S T A I N	A B S E N T		M O V E	S E C O N D	A Y E S	N A Y S	A B S T A I N	A B S E N T
<b>COMMISSIONER</b>							<b>COMMISSIONER</b>						
BRANGMAN			✓				GIORGIANNI						✓
JONES	✓		✓				CUPANO						✓
CALDWELL			✓				GONLAZEL		✓	✓			
							CHAIRPERSON WOLDE			✓			

**NBHA RESOLUTION 2013-2/27 # 14**

**RESOLUTION APPROVING AND AUTHORIZING THE ALLOCATION OF  
ADDITIONAL FUNDS NOT TO EXCEED \$45,000.00 FOR ADDITIONAL  
LEGAL SERVICES BY JOSEPH A. MANFREDI & ASSOCIATES, P.C. 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 has an agreement for General Legal Services with Joseph A. Manfredi & Associates, P.C.; and

**WHEREAS**, the Housing Authority has requested the performance by Joseph A. Manfredi & Associates, P.C. of additional legal services not included in either the original RFP or its agreement for general legal services; and

**WHEREAS**, specifically, the Housing Authority has required additional legal services including but not limited to:

- 1) Review of all Section 8 tenancy procedures and specific litigation involving Section 8 terminations; and
- 2) Creation of independent Non-Profit and preparation of NOFA for PBCA; and
- 3) Review and analysis of all prior ARRA and CFP procurement records and NBHA record keeping procedures in preparation for HUD review.

**WHEREAS**, the Housing Authority may amend the amount of the professional service contract to Joseph A. Manfredi & Associates for additional legal services necessary pursuant to both 24 CFR Part 85 and HUD-5370C (General Conditions for Non-Construction Contract); and

**WHEREAS**, upon review, the Housing Authority has found that as a result of the addition of such substantial services, additional funds must be allocated in the additional amount of not-to-exceed \$45,000 for the performances of such services and the remainder of the contract; and

**WHEREAS**, Board of Commissioners has found that it is in the best interest of the Housing Authority and its overall goal of providing quality, affordable housing to low-income individuals and families to approve and authorize the allocation of additional funds of not-to-exceed \$45,000.00 for the performance of additional legal services by Joseph A. Manfredi & Associates, P.C.;

**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 allocate additional funds in the amount of not-to-exceed \$45,000.00 for additional legal services to be performed by JOSEPH A. MANFREDI & ASSOCIATES in accordance with its



agreement for general legal services to be billed in accordance with the existing agreement at a rate of \$125.00 per hour (legal services) and \$45 per hour (paralegal services); and

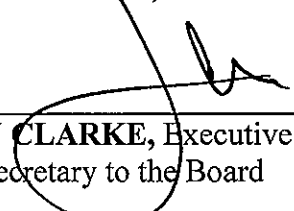
**BE IT FURTHER RESOLVED** that the Board hereby approves and authorizes the Executive Director of the Housing Authority to take any and all necessary administrative actions to implement this resolution.

Passed on this 27th day of February, 2013 (See attached Vote Box)



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**YIRGU WOLDE**, Commissioner



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**JOHN CLARKE**, Executive Director  
And Secretary to the Board

**NBHA RESOLUTION 2013 – 2/27 # 14**

**RESOLUTION APPROVING AND AUTHORIZING THE ALLOCATION OF  
ADDITIONAL FUNDS NOT TO EXCEED \$45,000.00 FOR ADDITIONAL  
LEGAL SERVICES BY JOSEPH A. MANFREDI & ASSOCIATES, P.C. TO THE  
HOUSING AUTHORITY OF THE CITY OF NEW BRUNSWICK**

	M O V E	S E C O N D	A Y E S	N A Y S	A B S T A I N	A B S E N T		M O V E	S E C O N D	A Y E S	N A Y S	A B S T A I N	A B S E N T
<b>COMMISSIONER</b>							<b>COMMISSIONER</b>						
CALDWELL	✓		✓				GIORGIANNI						✓
JONES		✓	✓				GONZALEZ			✓			
BRANGMAN			✓				CUPANO						✓
							CHAIRPERSON			✓			
							WOLDE						

**NBHA RESOLUTION 2013 – 2/27 # 16**

**Resolution Approving Revisions to CFP Budget for Fiscal Years 2009 and 2011**

**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**, Federal Statutes and HUD Regulations require the Housing Authority to prepare a Five Year and a One Year/Annual Agency Plan and Capitol Fund Program (CFP) Grant budgets; and

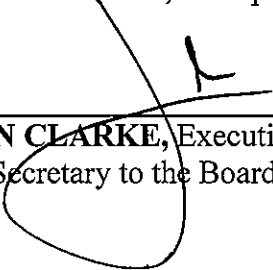
**WHEREAS**, the Housing Authority is in need of revisions to its CFP budgets for 2009 and 2011 Grant periods; and

**WHEREAS**, each of these revisions are below the 10% total threshold (for each grant) and are needed for the NBHA to complete A&E work and other work within budget line item (BLI) 1430.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the City of New Brunswick does hereby adopt and approve the attached revisions to CFP Grants for 2009 and 2011 (as detailed on the attachment).

Passed on this 27th day of February, 2013 (See attached Vote Box)

  
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**YIRGU WOLDE**, Chairperson

  
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**JOHN CLARKE**, Executive Director  
And Secretary to the Board

**NBHA RESOLUTION 2013 – 2/27 # 16**

**Resolution Approving Revisions to CFP Budget for Fiscal Years 2009 and 2011**

	M O V E	S E C O N D	A Y E S	N A Y S	A B S T A I N	A B S E N T		M O V E	S E C O N D	A Y E S	N A Y S	A B S T A I N	A B S E N T	
<b>COMMISSIONER</b>							<b>COMMISSIONER</b>							
GONZALEZ		✓	✓				GIORGIANNI						✓	
JONES			✓				CALDWELL			✓				
BRANGMAN			✓				CUPANO						✓	
							CHAIRPERSON	✓		✓				
							WOLDE							