

**NBHA RESOLUTION 2011 - 5/25 # 13**

**Resolution Authorizing and Approving Payment of Bills  
for the Month of April, 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");

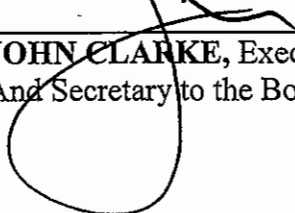
**WHEREAS**, the Executive Director and Deputy Director certify that the amounts and payment contained herein are correct and accurate to the best of their knowledge and they are in compliance with all applicable Housing Authority Procurement Policy and HUD No.24CFR 85.3G.

**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 month of April 2011:

<u>Description</u>	<u>Amount</u>
Section 8 Payments	\$ 814,128.78
Payroll	\$ 126,715.67
Accounts Payable	\$ 213,903.81
Capital Fund	\$ 95,155.14
Local General	\$ 21,048.46

Passed on this 25<sup>th</sup> day of May, 2011 (See attached Vote Box)

  
\_\_\_\_\_  
ANTHONY CUPANO, Vice Chairperson

  
\_\_\_\_\_  
JOHN CLARKE, Executive Director  
And Secretary to the Board

NBHA RESOLUTION 2011 - 5/25 # 13

Resolution Authorizing and Approving Payment of Bills  
for the Month of April, 2011

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

**NBHA RESOLUTION 2011 - 5/25 # 14**

**Resolution Certifying Compliance with Community Service  
and Self-Sufficiency Requirement Deadlines**

**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 U.S. Department of Housing and Urban Development (HUD) reinstated the Community Service and Self-Sufficiency Requirements (CSSR) by Notice PIH 2003-17, which required implementation by October 31, 2003; and

**WHEREAS**, the New Brunswick Housing Authority provided all residents with written notice about reinstatement of CSSR, whether or not they were exempt and what they needed to do in order to comply; and

**WHEREAS**, the New Brunswick Housing Authority is working to ensure that all effected residents are performing their CSSR and will be reporting on resident compliance on HUD Form 50058 Module in PIC,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the City of New Brunswick hereby certifies that the New Brunswick Housing Authority has complied with CSSR.

Passed on this 25<sup>th</sup> day of May, 2011 (See attached Vote Box)

  
\_\_\_\_\_  
ANTHONY CUPANO, Chairperson

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

**NBHA RESOLUTION 2011 - 5/25 # 14**

**Resolution Certifying Compliance with Community Service  
and Self-Sufficiency Requirement Deadlines**

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<b>COMMISSIONER</b>												<b>COMMISSIONER</b>												
BRANGMAN								✓				GIORGIANNI						✓						
CALDWELL											✓	JONES												✓
GONZALEZ							✓	✓				WOLDE												✓
												CHAIRPERSON CUPANO							✓					

**NBHA RESOLUTION 2011 – 5/25 # 15**

**Resolution Approving the Award of Contract for Architectural & Engineering Services to Joseph F. McKernan Jr.**

**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 a firm to provide architectural and engineering (A&E) services in connection with NBHA's public housing developments and redevelopment agency operations for a period not to exceed one year; and

**WHEREAS**, the Executive Director has caused a Request for Proposals for said A&E services to be advertised calling for bids to be filled by May 4, 2011 and thirteen (13) proposals were submitted and evaluated in accordance with the Competitive Proposal process and the proposal of JOSEPH F. MCKERNAN JR. 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

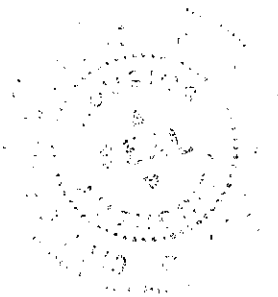
**WHEREAS**, the Authority has the monies available for payments of such Architectural & Engineering Services in Fiscal Year 2011 and 2012 Budgets;

**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 Architectural & Engineering Services by JOSEPH F. MCKERNAN JR., in an annual amount not to exceed \$40,000.00.

Passed on this 25<sup>th</sup> day of May, 2011 (See attached Vote Box)

  
\_\_\_\_\_  
ANTHONY CUPANO, Chairperson

  
\_\_\_\_\_  
JOHN CLARKE, Executive Director  
And Secretary to the Board



**NBHA RESOLUTION 2011 – 5/25 # 15**

**Resolution Approving the Award of Contract for Architectural & Engineering Services to Joseph F. McKernan Jr.**

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		✓	✓		
CALDWELL					✓	JONES					✓
SONZALEZ			✓			WOLDE					✓
						CHAIRPERSON CUPANO		✓			

**NBHA RESOLUTION 2011 – 5/25 # 16**

**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 4, 2011 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**, fee account and 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 Year 2011 and 2012 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 \$45,000.00 for a period not to exceed twelve (12) months.

Passed on this 25<sup>th</sup> day of May, 2011 (See attached Vote Box)

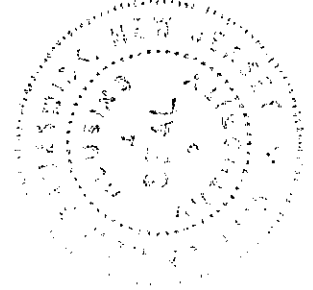


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ANTHONY CUPANO, Chairperson

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JOHN CLARKE, Executive Director  
And Secretary to the Board





**NBHA RESOLUTION 2011 – 5/25 # 16**

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

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<b>COMMISSIONER</b>												<b>COMMISSIONER</b>													
BRANGMAN							✓	✓				GIORGIANNI						✓		✓					
CALDWELL											✓	JONES													✓
GONZALEZ								✓				WOLDE													✓
												CHAIRPERSON CUPANO								✓					

**NBHA RESOLUTION 2011 – 5/25 # 17**

**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 has received four (4) proposals and deemed that all of the respondents submitted all required materials, forms, and documents to meet the submission requirements of the RFP; and

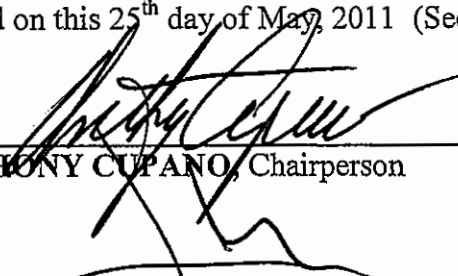
**WHEREAS**, the Housing Authority has scored all responses and with an average score of 91.33 determined JOSEPH A. MANFREDI & ASSOCIATES (with offices located in Hoboken, NJ) to be the highest scoring and most qualified respondent to the publically advertised RFP; and

**WHEREAS**, the Authority has the monies available for payment of such Services in Fiscal Years 2011 and 2012 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.

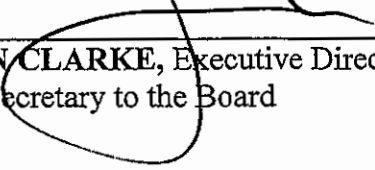
**BE IT FURTHER RESOLVED** by the Board of Commissioners of the Housing Authority of the City of New Brunswick that the Executive Director is hereby authorized to have the firm JOSEPH A. MANFREDI & ASSOCIATES complete additional legal service relating to the review of Development Agreements and Contracts (and related HUD documents), contracting and awards relating to CFP and Stimulus Bids and additional assigned legal work in an additional amount not to exceed \$ 20,000.00 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 25<sup>th</sup> day of May, 2011 (See attached Vote Box)



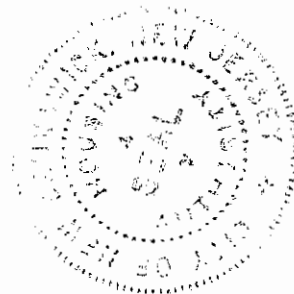
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ANTHONY CUPANO, Chairperson



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JOHN CLARKE, Executive Director  
And Secretary to the Board



**NBHA RESOLUTION 2011 – 5/25 # 17**

**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**

M O V E	S E C O N D	A Y 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 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	✓		✓			
CALDWELL					✓		JONES					✓	
CONZALEZ			✓				WOLDE					✓	
							CHAIRPERSON CUPANO						

**NBHA RESOLUTION 2011 - 5/25 # 18**

**Resolution Strongly Supporting and Recognizing the Economic Uplift and Self Sufficiency Programs and the Enterprise Income Verification System (EIV) Upfront Income Verification (UIV) Policies that are all Currently Being Operated and Supported by 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 U.S. Department of Housing and Urban Development (HUD) has recommended that the Housing Authority adopt a resolution that recognizes the Economic Uplift and Self Improvement Programs that affect approximately 90% or more of the Housing Authority of the City of New Brunswick residents; and

**WHEREAS**, the Housing Authority of the City of New Brunswick seeks and recognizes the need to continue to implement and support programs that work to improve the quality of life for its residents; and

**WHEREAS**, the Housing Authority seeks to recognize the Economic Uplift and Self Improvement Programs that have been supported and taken place this year and many programs have been in operation from July 1999 through present; and

**WHEREAS**, the following programs were implemented and operated this year: Scott-Holman Training Center, Treatment Expansion for Affected Minorities (TEAM), NBHA Youth Jobs and Intern Program, the NBHA CSS Programs, the NBHA's FSS Program, the Housing Authority's Soft Cost Assistance Loan Program, the State of NJ Literacy Training Grant (DOL), the NBHA's Section 8 Homeownership Program, the New Brunswick Housing Authority Food Pantry, LISTOS (at AMP 2) and the Minority Trades Training Program; and

**WHEREAS**, the Housing Authority operates these programs under the direction of the Executive Director in conjunction with Housing Authority staff; and

**WHEREAS**, the Housing Authority will continue to implement programs that work to improve the Economic Uplift and Self Improvement Programs of Residents; and

**WHEREAS**, the Housing Authority has implemented an EIV-UIV Policy and it is currently operating and in use for all of its public housing and section 8-HCV programs.

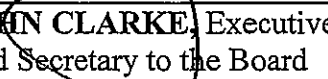
**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the City of New Brunswick hereby authorizes and approves said Resolution strongly supporting and recognizing the Economic Uplift and Self-Sufficiency Programs and the Enterprise Income Verification System (EIV) Upfront Income Verification (UIV) Policy that are all currently being operated and supported by the Housing Authority of the City of New Brunswick.

Passed on this 25<sup>th</sup> day of May, 2011 (See attached Vote Box)



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**ANTHONY CUPANO**, Chairperson



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

**NBHA RESOLUTION 2011 - 5/25 # 18**

**Resolution Strongly Supporting and Recognizing the Economic Uplift and Self Sufficiency Programs and the Enterprise Income Verification System (EIV) Upfront Income Verification (UIV) Policies that are all Currently Being Operated and Supported by 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>							
BRANGMAN			✓	✓				GIORGIANNI		✓		✓			
CALDWELL							✓	JONES							✓
DNZALEZ				✓				WOLDE							✓
								CHAIRPERSON CUPANO				✓			

**NBHA RESOLUTION 2011 - 5/25 # 19**

**Resolution Approving the Contract for Annual Auditing Services to  
Hymanson, Parnes & Giampaolo for the Fiscal Year 2010-2011 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 2010-2011 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 18, 2011 and two (2) 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 92.33;

**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 13, 2011 by **HYMANSON, PARNES & GIAMPAOLO** not to exceed \$15,150.00;



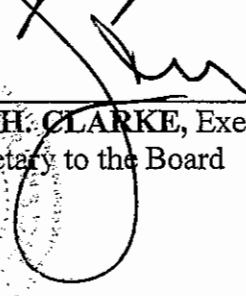
**BE IT FURTHER RESOLVED** that the Board of Commissioners of the Housing Authority of the City of New Brunswick does hereby authorize and direct the Executive Director to execute a Contract on behalf of the New Brunswick Housing and Redevelopment Authority with **HYMANSON, PARNES & GIAMPAOLO** for said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

Passed on this 25<sup>th</sup> day of May, 2011 (See attached Vote Box)



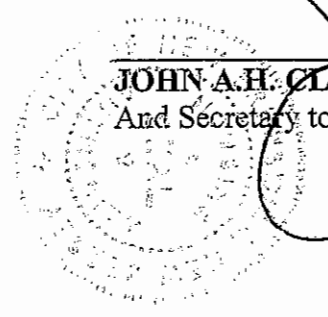
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**ANTHONY CUPANO**, Chairperson



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



**NBHA RESOLUTION 2011 - 5/25 # 19**

**Resolution Approving the Contract for Annual Auditing Services to Hymanson, Parnes & Giampaolo for the Fiscal Year 2010-2011 Annual Operating Accounts**

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										N												N		
<b>COMMISSIONER</b>												<b>COMMISSIONER</b>												
BRANGMAN							✓	✓				GIORGIANNI						✓		✓				
CALDWELL											✓	JONES												✓
GONZALEZ								✓				WOLDE												✓
												CHAIRPERSON CUPANO								✓				

**NBHA RESOLUTION 2011 – 5/25 # 21**

**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, 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

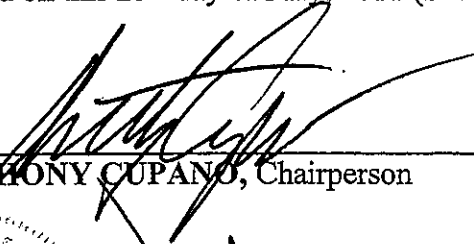
**WHEREAS**, the Housing Authority has received two (2) proposal and deemed that the highest scoring respondent (with an average total score of 96%) has submitted all required materials, forms, and documents to meet the submission requirements of the RFP; and

**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 2011 and 2012 Budgets;

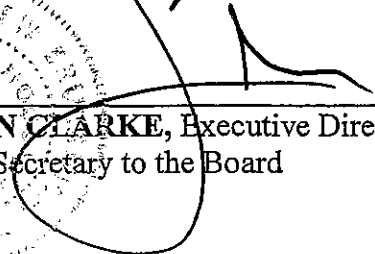
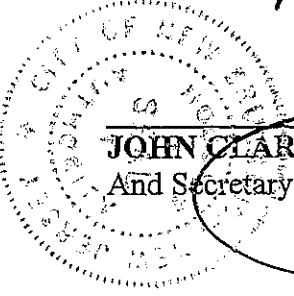
**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of the City of New Brunswick that the Executive Director be and is hereby authorized and directed to execute a Contract with WILLIAM A. ELIAS on behalf of the Housing Authority of the City of New Brunswick in an amount not to exceed \$ 40,000.00 to be billed at a rate of \$80.00 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 25<sup>th</sup> day of May, 2011 (See attached Vote Box)



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ANTHONY CUPANO, Chairperson



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JOHN CLARKE, Executive Director  
And Secretary to the Board

**NBHA RESOLUTION 2011 – 5/25 # 21**

**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, Assessment and Assistance related to the Management of the Housing Authority of the City of New Brunswick**

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										N												N		
<b>COMMISSIONER</b>												<b>COMMISSIONER</b>												
FRANGMAN							✓	✓				GIORGIANNI						✓		✓				
CALDWELL											✓	JONES												✓
GONZALEZ								✓				WOLDE												✓
												CHAIRPERSON CUPANO								✓				