

HACKENSACK HOUSING AUTHORITY
65 FIRST STREET
HACKENSACK, NEW JERSEY 07601

REGULAR MEETING REMINDER

Thursday, March 13th, 2014
6:00 PM

Location: 65 First Street

Please be advised that the **March meeting** of the Board of Commissioners of the Housing Authority of the City of Hackensack, New Jersey will be held on **Thursday, March 13th, 2014 at 6:00 P.M.**, 65 First Street, Hackensack, New Jersey. If, for any reason, you are unable to attend this meeting, please notify us by telephone (201) 342-4280.

HACKENSACK HOUSING AUTHORITY
Proposed Agenda

- 1) Regular Meeting-Thursday, March 13th, 2014 at 6:00 P.M.
Location: 65 First Street, Hackensack, NJ
- 2) Roll Call
- 3) Opening Statement:
"Adequate notice of this meeting, as required by the Open Public Meetings Act, has been provided by the filing of an Annual Meeting Notice with the Municipal Clerk, the posting of said notice on the official bulletin board in the Municipal Government Building, and delivery of same to the Bergen Record & Star Ledger on 12/10/13. This body wishes to advise you that, in accordance with N.J.S.A. 26:3D (1), et seq. (Smoking in Public Buildings), smoking is prohibited while this body is in open or closed session".
- 4) Flag Salute
- 5) Approval of Previous Meeting Minutes: 2/18/14
- 6) Resolutions:
 - 6.1 #2014-7, Approval of Contract for Miscellaneous Services
 - 6.2 #1014-8, Approval of Contract for generator replacement
 - 6.3 \$2014-9, Approval of Contract for Budget for 40 Passaic Street
- 7) Correspondence:
 - 7.1 2/18/14 Special Meeting Notice
 - 7.2 Disciplinary note to employee file-C. Sanchez
 - 7.3 Invitation to bid-elevator maintenance
- 8) Payment of Claims: March
- 9) Management Report & Unfinished Business:
- 10) Old Business:
- 11) New Business:
- 12) Other Business:
- 13) Remarks of Citizens
- 14) Adjournment

STATE OF NEW JERSEY
HACKENSACK HOUSING AUTHORITY
65 FIRST STREET
HACKENSACK, NEW JERSEY 07601

THURSDAY, FEBRUARY 18, 2014

(This is a condensed version of the taped minutes of the postponed meeting due to bad weather, the Regularly Scheduled Monthly Meeting of the Hackensack Housing Authority commencing at 6:00 P.M.)

Chairman Stassi called the meeting to order via telephone.

ROLL CALL

Present: Chairman Anthony Stassi
Commissioner Gino Tessaro
Commissioner Marie Dukes*
Commissioner May D'Arminio
Commissioner Blanche Stuart
Commissioner Ralph Rivera
Commissioner Al Casamenti

Also Present:
William F. Snyder, Consultant to the Authority
Anthony Feorenzo, Operations Manager
Sonia Verdade, Boys & Girls Club of Hackensack/Lodi

Absent: Acting Executive Director John Bellocchio

OPEN PUBLIC MEETINGS ACT

Adequate notice of this meeting as required by the Open Public Meetings Act has been provided by the filing of an Annual Meeting Notice with the Municipal Clerk and posting of said notice on the official bulletin board in the Municipal Justice Center and delivery of same to the Bergen Record and Star Ledger on December 10, 2013. This body wishes to advise you in accordance with N.J.S.A. 26:3d smoking is prohibited while this body is in open or closed session.

FLAG SALUTE

All present stood and recited the Pledge of Allegiance. A moment of silence was held in support of our police and firemen.

SWEARING IN OF NEW COMMISSIONER MARIE DUKES

In the absence of Mr. Asadurian, Esq., Mr. Snyder swore in Marie Dukes as a new Commissioner of the Hackensack Housing Authority. If considered necessary, Mr. Asadurian will swear Commissioner Dukes in again next month.

Mr. Snyder introduced the two new Commissioners to Chairman Stassi: Blanche Stuart and Marie Dukes.

APPROVAL OF MINUTES OF JANUARY 16, 2014

Motion to accept minutes of January 16, 2014 made by Commissioner Casamenti; seconded by Commissioner Tessaro. There were no questions or comments.

VOTE: AYES/All Present Commissioners (7)

RESOLUTIONS #2014-5 AND #2014-5 – (see attachments)

1. #2014-5 – APPROVAL OF A/E CONTRACT AMENDMENT

Motion to approve made by Commissioner D'Arminio; seconded by Commissioner Rivera.

Mr. Snyder explained this is a contract/proposal solicitation for A/E firms to do roofing work. Most of the roofs have been replaced, but work must be done at 65 First, which wasn't in the scope of the contract. It is being added to the existing contract to replace many roofs. Mr. Feorenzo will do a walk-through at the various sites with the appropriate persons.

VOTE: AYES/All Present Commissioners (7)

2. #2014-6 – APPOINTMENT OF PERMANENT EXECUTIVE DIRECTOR

Motion to approve made by Commissioner D'Arminio; seconded by Commissioner Tessaro.

Mr. Snyder said this is a big move the Authority is making. Over one year the process began for a new Executive Director. The Personnel Committee met several times and it was determined at those meetings, that the work that Mr. Snyder put in place when he first became Director, continue in the same manner and progress, in making improvements to the buildings and holding firm in not losing any action for all of the gains made and everything that's been done.

Mr. Snyder's experience has been in doing these searches, that perhaps somebody would come forward that would be absolutely outstanding, but having

done two or three searches for various housing authorities over the past year, it's the same resumes showing up. Some people were not receptive to the plans and future of the Authority. One of the questions Mr. Snyder asked was: "What would you do if somebody didn't pay their rent? What would you do if somebody was selling drugs on the corner?" The Personnel Committee wanted to know if they were going to be sympathetic to the majority of people living here, the quality of life issues or are you going to worry about the person's rights who are engaged in bad activity in front of the building. The long and short of that was that during the process, an Operations Manager was hired, who was moved up to the Assistant Executive Director – Anthony Feorenzo. Under Mr. Snyder's guidance and the Personnel Committee's okay, Mr. Snyder was asked to rate Mr. Feorenzo to see if he was a person who would carry forth what has been put in place, what the Authority's mission is and the things that they've been trying to do.

The State of New Jersey requires that for the position of Executive Director, you have specific credentials: a college degree with five years experience; they also require that you do a professional search, which the Authority did. The position was advertised in the national publication from the National Association for Housing and Redevelopment Officials and the Public Housing Authority Directors Association. A search must be nationwide, which the Authority also did. Numerous resumes were received, but not as many as Mr. Snyder anticipated, because of salary levels. Mr. Snyder narrowed it down to four people, but only two were interviewed, because some issues came up with the other two. The interviews were concluded and as a result the Personnel Committee (Commissioner Casamenti, Commissioner D'Arminio, Commissioner Stassi – but Mr. Stassi was not able to make the personal interviews because of illness). The Committee came up with a recommendation and that is that **Mr. Anthony Feorenzo** be appointed to that position, on a probationary period, which is subject to review and approval of his credentials by the New Jersey Department of Community Affairs. They have to approve him in terms of his educational credentials and experience that they go into.

Mr. Snyder further explained to the new Commissioners, he did a written evaluation of Mr. Feorenzo, and feels that he is equipped and taking control in a lot of areas. Mr. Bellocchio will be leaving March 31st. He was the go-to daily guy. No plans are made to replace Mr. Feorenzo as it was the idea that he was going to be moving up eventually. It is the Personnel Committee's recommendation that Mr. Feorenzo be offered the position of Executive Director.

Commissioner Rivera asked how long it will take the vetting process take. Mr. Snyder said it varies because there is a New Jersey State Police background check. It usually takes a few months, but hopefully within 60 days. Mr. Snyder will send his credentials down in writing, make a phone call to Matthew Rudd to see if the process can be expedited. Commissioner Stuart asked who the search firm was. Mr. Snyder responded it was his company, Executech, which does searches

for Executive Directors in New Jersey. Mr. Snyder explained to the new Commissioners that this process began last year when Mr. Bellocchio said he was leaving March 31, 2014. Mr. Snyder said Mr. Feorenzo was hired with the possibility of being elevated into the position.

ROLL CALL ON #2014-6 – APPOINTMENT OF ANTHONY FEORENZO AS EXEC. DIRECTOR

Commissioner Tessaro	Yes
Commissioner Dukes	Abstain
Commissioner Stassi	Yes
Commissioner D'Arminio	Yes
Commissioner Stuart	Abstain
Commissioner Rivera	Yes
Commissioner Casamenti	Yes

Mr. Snyder offered congratulations to Mr. Feorenzo. (Applause.) Mr. Snyder added he will be reviewing Mr. Feorenzo, and providing a report within the six month period his observations and opinions as to what he's doing. Commissioner Dukes asked about the probationary period. Mr. Snyder said that term is used instead of using Interim or Acting Director.

CORRESPONDENCE

Mr. Snyder asked if there were any questions or comments regarding Correspondence. Nothing at this time.

PAYMENT OF CLAIMS FOR FEBRUARY 2014

Motion to approve the bill list made by Commissioner Casamenti; seconded by Commissioner Tessaro.

VOTE: AYES/All Present Commissioners (7)

Commissioner Dukes asked if she could call the office regarding vendors. Mr. Snyder said please ask for Mr. Feorenzo and he would help her with any questions she may have. Commissioner Stuart asked if it was the same list as last month. Commissioner Rivera shared his list with Commissioner Stuart. Commissioner Stuart asked about MBT Contracting. Mr. Snyder said it is the HVAC plumbers. Mr. Snyder added this month there were a lot of RFPs, which are done every two years, for most of the services: plumbing, HVAC, electrical, etc. Probably next month there will be a list of vendors and a resolution approving them, with tabulation on who submitted bids, what the prices were. Mr. Snyder said they try and get local vendors to give them as much business as possible.

BOYS & GIRLS CLUB OF LODI/HACKENSACK – see attachment

Sonia Verdade, Project Director, was introduced to the new Commissioners and explained she's been here since it was opened in Hackensack in 2010, but has been doing programs since 2008. Sonia explained that in the report is a summary of each program. If anyone has questions, please call her. There are 129 youth at the present time; 45 of them come from HHA. There is an ethnicity report: 49 are African-American; 77 are Hispanic; Other are 2; White 1. On the back of the report are things that the children wanted to do for the Commissioners: why they like the Boys & Girls Club; thanking the Housing Authority for being where they are, etc.

For Christmas each child was able to get two gifts. Unilever and Toys 4 Tots in Closter were sponsors. Two people are here with Sonia: Gideon, a young fellow who spoke to the Commissioners. Gideon told the Commissioners about his life before he came to the Boys & Girls Club. Before joining, he would just go home from school, do his homework and then be bored for the rest of the day. One summer afternoon he was with friends and Sonia came out and asked Gideon if he wanted to join the Boys & Girls Club, explaining what they do and working with councilors. He brought home the form to his parents, they signed the papers and he was a member. Everything Sonia said came true – after his homework was done he had extra friends and gets to do a lot of things. After a few months, he found out about the Keystone Club, and they help people. Gideon likes to help people so he became a member of the Keystone Club, doing community service. Last fall they gave turkey baskets to people who needed them. Sonia said prior to Gideon being recruited to the program, the Club had a grant (inaudible) and Gideon was recruited into that program. Gideon would look into the windows to see what was going on prior to his joining. Since joining, a file was kept from day one to now on Gideon, and she is so proud of his community outreach as well as mentoring younger children. Sonia feels it has a big impact on their lives, and amazing to see and feel the difference they make at the facility. Sonia also introduced Board Member Mike Williams, 1st V.P. of the Board of Lodi/Hackensack.

(Applause and thanks followed Sonia and Gideon's talk.)

HACKENSACK POLICE DEPARTMENT – they were not notified of rescheduled meeting. No one in attendance.

MANAGEMENT REPORT & UNFINISHED BUSINESS – see attachment

Mr. Snyder said the question of the waiting list came up last month and over the years there have been rumors/accusations but no complaints really in regards to the waiting list.

For all housing authorities across the country, this is a common item that comes up. There is a large volume of people that need public housing, and a long list of

people waiting to move up. There are more people on the list than there are available apartments. Hackensack's list is closed for family units. Mr. Snyder said since it came up last month, that he should go over the list and see statistically where Hackensack is at. Some issues have arisen and there is a variance in certain areas. Mr. Snyder feels the waiting list should reflect somehow the composition of the community demographics. All public housing authorities are required to have a waiting list, and that list is developed and administered according to the Continued Occupancy Policy.

(At this point in the meeting, Mr. Snyder gave a Power Point presentation regarding **Waiting List Statistical Information.**)

Commissioner Casamenti said the presentation was very good. Commissioner Rivera asked about people maintaining their position on the list even if they've been there 5-10 years. Mr. Snyder said new people coming in go to the bottom of the list. Veterans and local residents go to the top of the list because they would have the two points. The theory being HHA wanted to help veterans, particularly now, Vietnam Veterans who are aging now and need this housing. Mr. Snyder asked Chairman Stassi (still via telephone) if he agreed with the veteran status, as Chairman Stassi is himself a veteran, and the answer was yes.

OLD BUSINESS/NEW BUSINESS/OTHER BUSINESS – nothing at this time

REMARKS OF CITIZENS – nothing at this time

ADJOURNMENT

Motion to adjourn made by Commissioner Casamenti; seconded by Commissioner Rivera.

VOTE: AYES/All Present Commissioners (7)

Commissioner D'Arminio added how great it was to hear Chairman Stassi's voice.

Respectfully submitted,

Deborah L. Alvarez, Transcriber

RESOLUTION #2014-7
(Contract award-Miscellaneous Services)

WHEREAS, the Housing Authority of the City of Hackensack has a need for various services in order to adequately maintain its buildings & grounds and to comply with applicable regulatory requirements; and

WHEREAS, the Housing Authority's Procurement Policy requires that the Authority solicit proposals/bids for all goods and services in accordance with the thresholds as enumerated in the policy; and

WHEREAS, the Housing Authority issued formal Request for Proposals/Bids that were duly published in the official newspaper of general circulation; and

WHEREAS, the Acting Executive Director has received and reviewed the various proposals/bids that were received as attached in the tabulations and has determined that the contracts should be awarded to the lowest priced proposals; and

WHEREAS, the proposal submitted by McCright & Associated for inspection services has been withdrawn by the vendor; NOW THEREFORE

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Hackensack that contracts for the following services be hereby awarded:

Computer Services

Signature Technology Group, Inc.
2424 West Desert Cove Avenue
Phoenix, AZ 85029
Hourly rate: \$40.00
Overhead-10%
Profit-13%
Term 2 years

Painting

JK Painting
623 Travis Avenue
Staten Island, NY 10314
\$315.00 Studio, \$355.00 1 bdr, \$485.00 2 bdr, \$585.00-3 bdr, \$700.00-4 bdr
Term 2 years

Pest Control

Bugging Out Pest Control
1139 E. Jersey Street, Ste 418
Elizabeth, NJ 07201
90 cents per unit
Ant Control-\$2.95 Linear Ft
Bedbug treatment-\$125.00
Term 2 years

Flooring

Brothers Carpet
392 Main Street
Hackensack, NJ 0761
VCT-\$2.20 per sq. ft.
Carpet-\$16.50 per sq. yd.
Term 2 years

Inspection Services

EFA Rental Resources
PO Box 351
Pompton Plains, NJ 07444
Initial inspect-\$36.00, Reinspect-\$20.00. Grounds-\$80.00, Reports-\$80.00 per hr.

Trash Removal

Pinto Services
95 Rt. 46 West
Lodi, NJ
\$440.00-30 yard container

Elevator Maintenance

Standard Elevator
68 Union Avenue
Clifton, NJ 07015
2014-\$34,272.00
2015-\$34,956.00
2016-\$35,988.00
Term 3 years

BE IT FURTHER RESOLVED that funds for these services have been made available through the Housing Authority's operating budget and the Executive Director is authorized to execute contract for said services..

TABULATION OF PROPOSALS

COMPUTER SERVICES

MARCH 2014-FEBRUARY 2016

*SIGNATURE TECHNOLOGY GROUP

HOURLY RATE- \$40.00
OVERHEAD- 10%
PROFIT-13%

JM TECHNICAL SERVICES INC.

HOURLY RATE- \$66.00
OVERHEAD- 5%
PROFIT-5%

MAZTECK

HOURLY RATE-\$75.00
OVERHEAD -10%
PROFIT- 10%

Denotes lowest priced proposal

TABULATION OF PROPOSALS

PAINTING

MARCH 2014-2016

*JK PAINTING

Studio:-\$315.00
1 Bedroom- \$355.00
2 Bedroom \$485.00
3 Bedroom- \$585.00
4 Bedroom-\$700.00
Hourly Rate- \$45.71

NORTHEASTERN INTERIORS SERVICES

Studio- \$380.00
1 bedroom- \$490.00
2 bedroom- \$620.00
3 Bedroom- \$720.00
4 Bedroom-\$820.00
Hourly Rate-\$45.71

CORNIEL CONSTRUCTION

Studio- \$2600.00
1 Bedroom-\$3250.00
2 Bedroom-\$4500.00
3 Bedroom-\$5200.00
4 Bedroom-\$6500.00
Hourly Rate- \$30.00

*Denotes lowest priced proposal

TABULATION OF PROPOSALS

MARCH 2014-FEBRUARY 2016

PEST CONTROL

*BUGGING OUT PEST CONTROL

.90c Per Unit
\$2.95 Linear Ft.
BedBug Treatment \$125.00
No Schedule Attached

BUG ELIMINATORS

\$1.10 Per Unit
BedBug Treatment:
Efficiency \$135.00
1 Bedroom -\$145.00
2 Bedroom- \$165.00
3 Bedroom- \$175.00
4 Bedroom -\$195.00
Pre Treatment- \$90.00
Ant Control -\$65.00 per site

MITE BUSTER

\$1.40 Per Unit
BedBug Treatment:
Studio-\$150.00
1 Bedroom-\$200.00
2 Bedroom \$250.00
3 Bedroom-\$300.00
4Bedroom -\$350.00
Pre Treatment -\$100.00
Ant Control-\$125.00 Per Building
No Schedule Attached

ALLIANCE PEST CONTROL

\$1.45 Per Unit
BedBug Treatment:
\$165.00 Per Unit
PreTreatment -\$75.00
Ant Control-\$65.00 Per Unit

ANCHOR PEST CONTROL

\$1.50 per Unit
BedBug Treatment:
\$125.00 per Unit
Pre treatment-\$75.00
Ant Control- -0-
No Schedule Attached

PEST-A-SIDE EXTERMINATING CO.INC.

\$1.90 Per Unit
BedBug Treatment:
\$185.00
PreTreatment-\$375.00
Ant Control- NC
No Schedule Attached

*Denotes lowest priced proposal

TABULATION OF PROPOSALS

MARCH 2014-FEB.28 2016

FLOORING

*BROTHERS CARPET	\$16.50 sq. yd for Carpet
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*\$2.20 sq. ft. for VCT

NORTHERN INTERIOR SERVICES LLC	\$22.75 sq. yd. for Carpet
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\$4.25 sq. ft for VCT

CORNEIL CONSTRUCTION LLC	\$4.50 sq.yd. for Carpet
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\$5.82 sq. fr. For VCT

99% of all work is for installation of VCT

*Denotes contract award

TABULATION OF PROPOSALS

INSPECTION SERVICES

JUNE 2014-MAY,2016

MCCRIGHT & ASSOCIATES

Unit Price \$12.50
Grounds-N/A
Building exterior N/A
Building Systems N/A
Common Areas N/A
Hourly Rate N/A
Reimbursables N/A

*EFA RESOURCES, LLC

Unit Price \$36.00
ReInspection \$20.00
Grounds \$80.00 per hr.
Building Exterior \$80.00 per hr
Building Systems \$80.00 per hr
Common Areas \$80.00 per hr
Preparation & Reports \$80.00 per hr

McCrighr Proposal was withdrawn-see attached

Lorraine Trobiano

From: Stan McCright [mccright.stan@gmail.com]
Sent: Thursday, February 20, 2014 2:53 PM
To: lorrainet@hackensackhousing.org
Subject: Inspection Services

Hi, Anthony.

After much consideration, we are not capable of staffing UPCS inspections with only a 3 day notice. We have inspectors across the country and our scheduling department schedules two weeks in advance. Please keep us in mind if your scheduling needs change in the future.

Thanks

Stan McCright, COO
McCright & Associates, LLC
mccright@mccright.com

Tabulation of Proposals

Elevator Services

Standard Elevator

68 Union Avenue

P.O. Box 2204

Clifton, New Jersey 07015

\$34,272.00	2014
\$34,956.00	2015
\$35,988.00	2016

TABULATION OF PROPOSALS

COMPUTER SERVICES

MARCH 2014-FEBRUARY 2015

SIGNATRUE TECHNOLOGY GROUP

HOURLY RATE- \$40.00

OVERHEAD- 10%

PROFIT-13%

JM TECHNICAL SERVICES INC.

HOURLY RATE- \$66.00

OVERHEAD- 5%

PROFIT-5%

MAZTECK

HOURLY RATE-\$75.00

OVERHEAD -10%

PROFIT- 10%

TABULATION OF PROPOSALS

MARCH 2014-FEBRUARY 2015

PEST CONTROL

BUGGING OUT PEST CONTROL

.90c Per Unit
\$2.95 Linear Ft.
BedBug Treatment \$125.00
No Schedule Attached

BUG ELIMINATORS

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4 Bedroom -\$195.00
Pre Treatment- \$90.00
Ant Control -\$65.00 per site

MITE BUSTER

\$1.40 Per Unit
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4Bedroom -\$350.00
Pre Treatment -\$100.00
Ant Control-\$125.00 Per Building
No Schedule Attached

ALLIANCE PEST CONTROL

\$1.45 Per Unit

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\$165.00 Per Unit
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TABULATION OF PROPOSALS

PAINTING

MARCH 2014-2015

JK PAINTING

Studio:-\$315.00
1 Bedroom- \$355.00
2 Bedroom \$485.00
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4 Bedroom-\$700.00
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Studio- \$380.00
1 bedroom- \$490.00
2 bedroom- \$620.00
3 Bedroom- \$720.00
4 Bedroom-\$820.00
Hourly Rate-\$45.71

CORNIEL CONSTRUCTION

Studio- \$260.00
1 Bedroom-\$325.00
2 Bedroom-\$450.00
3 Bedroom-\$520.00
4 Bedroom-\$650.00
Hourly Rate- \$30.00

TABULATION OF BID PROPOSALS

MARCH 2014-FEB.28 2015

FLOORING

BROTHERS CARPET	\$16.50 sq. yd for Carpet
	\$2.20 sq. ft. for VCT
NORTHERN INTERIORS SERVICES LLC	\$22.75 sq. yd. for Carpet
	\$4.25 sq. ft for VCT
CORNEIL CONSTRUCTION LLC	\$4.50 sq.yd. for Carpet
	\$5.82 sq. fr. For VCT

TABULATION OF PROPOSALS

TRASH REMOVAL

MARCH 1ST 2014-FEBRUARY 28, 2015

PINTO SRVICES, INC.

SATURDAY PICK-UP \$193.00

30 YARD CONTAINER \$440.00

TABULATION OF PROPOSALS FOR
INSPECTIN SERVICES
JAN,.2014-DEC.31,2015

MCCRIGHT & ASSOCIATES

Unit Price \$12.50
Grounds-N/A
Building exterior N/A
Building Systems N/A
Common Areas N/A
Hourly Rate N/A
Reimbursables N/A

EFA RESOURCES, LLC

Unit Price \$36.00
ReInspection \$20.00
Grounds \$80.00 per hr.
Building Exterior \$80.00 per hr
Building Systems \$80.00 per hr
Common Areas \$80.00 per hr
Preparation & Reports \$80.00 per hr

Lorraine Trobiano

From: Stan McCright [mccright.stan@gmail.com]
Sent: Thursday, February 20, 2014 2:53 PM
To: lorrainet@hackensackhousing.org
Subject: Inspection Services

Hi, Anthony.

After much consideration, we are not capable of staffing UPCS inspections with only a 3 day notice. We have inspectors across the country and our scheduling department schedules two weeks in advance. Please keep us in mind if your scheduling needs change in the future.

Thanks

Stan McCright, COO
McCright & Associates, LLC
mccright@mccright.com

RESOLUTION #2014-8
(Contract award-Generator Replacement)

WHEREAS, the Housing Authority of the City of Hackensack has a need to replace its emergency generators at 65 First Street; and

WHEREAS, the Housing Authority hired an architectural firm to prepare public bidding documents for the generator replacement; and

WHEREAS, the Housing Authority's Procurement Policy requires that the Authority solicit public bids for all goods and services in excess of \$17,500.00; and

WHEREAS, the Housing Authority issued formal Request for Bids that was duly published in the official newspaper of general circulation; and

WHEREAS, the Housing Authority received six (6) sealed bids on February 26, 2014 which were publicly opened and read aloud at 11:00 AM; and

WHEREAS, the bids were reviewed by the project architect and a recommendation regarding contract award to the lowest responsible bidder has been made; NOW THEREFORE

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Hackensack that a contract for emergency generator replacement be hereby awarded:

TSUJ
PO Box 4621
Wayne, New Jersey

In the amount of \$59,770.00; and

BE IT FURTHER RESOLVED that funding for the generator replacement has been made available through the Housing Authority's Capital Fund Program and the Executive Director is hereby authorized to execute the contract for said services.

HOUSING AUTHORITY OF THE CITY OF HACKENSACK

Replace the Emergency Generator & Miscellaneous Work at Widnall Towers

Bids Received: Wednesday, February 26, 2014, 11:00 a.m.

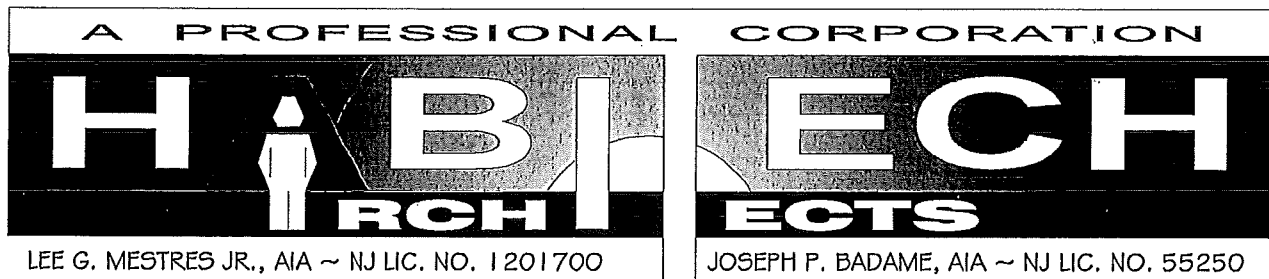
BID TABULATION FORM

BIDDER: TSUJ	BASE BID: \$59,770.00	ALTERNATE 1: \$0.00	ALTERNATE 2: \$0.00
		ALTERNATE 3: \$0.00	ALTERNATE 4: \$0.00
BIDDER: Envirocon, LLC	BASE BID: \$59,954.00	ALTERNATE 1: \$0.00	ALTERNATE 2: \$0.00
		ALTERNATE 3: \$0.00	ALTERNATE 4: \$0.00
BIDDER: Vanore Electric Inc.	BASE BID: \$63,222.00	ALTERNATE 1: \$0.00	ALTERNATE 2: \$0.00
		ALTERNATE 3: \$0.00	ALTERNATE 4: \$0.00
BIDDER: Manor II Electric	BASE BID: \$75,400.00	ALTERNATE 1: \$0.00	ALTERNATE 2: \$0.00
		ALTERNATE 3: \$0.00	ALTERNATE 4: \$0.00
BIDDER: Margonis Electrical Corp.	BASE BID: \$110,000.00	ALTERNATE 1: \$0.00	ALTERNATE 2: \$0.00
		ALTERNATE 3: \$0.00	ALTERNATE 4: \$0.00
BIDDER: Rapid Pump & Meter Service Co.	BASE BID: \$116,890.00	ALTERNATE 1: \$0.00	ALTERNATE 2: \$0.00
		ALTERNATE 3: \$0.00	ALTERNATE 4: \$0.00
BIDDER:	BASE BID: \$0.00	ALTERNATE 1: \$0.00	ALTERNATE 2: \$0.00
		ALTERNATE 3: \$0.00	ALTERNATE 4: \$0.00
BIDDER:	BASE BID: \$0.00	ALTERNATE 1: \$0.00	ALTERNATE 2: \$0.00
		ALTERNATE 3: \$0.00	ALTERNATE 4: \$0.00
BIDDER:	BASE BID: \$0.00	ALTERNATE 1: \$0.00	ALTERNATE 2: \$0.00
		ALTERNATE 3: \$0.00	ALTERNATE 4: \$0.00
BIDDER:	BASE BID: \$0.00	ALTERNATE 1: \$0.00	ALTERNATE 2: \$0.00
		ALTERNATE 3: \$0.00	ALTERNATE 4: \$0.00
BIDDER:	BASE BID: \$0.00	ALTERNATE 1: \$0.00	ALTERNATE 2: \$0.00
		ALTERNATE 3: \$0.00	ALTERNATE 4: \$0.00
BIDDER:	BASE BID: \$0.00	ALTERNATE 1: \$0.00	ALTERNATE 2: \$0.00
		ALTERNATE 3: \$0.00	ALTERNATE 4: \$0.00

CERTIFICATIONS:

HACKENSACK HOUSING AUTHORITY


HABITECH ARCHITECTS, P.C.



Friday, February 28, 2014

Mr. John Bellocchio
Housing Authority City of Hackensack
65 First Street
Hackensack, NJ 07601

RE: Receipt of Bids – February 26, 2014, 11:00 a.m.
Replace the Emergency Generator & Miscellaneous Work at Widnall Towers
Architect's Review Letter

Dear Mr. Bellocchio:

The following is a summary of our portion of the review and evaluation of the bids received Wednesday, February 26, 2014, 11:00 a.m. In making your final recommendation, kindly incorporate this information with your own evaluation and others that you may have requested of other Hackensack Housing Authority Staff and other sources:

BACKGROUND and SCOPE:

Generally, the work includes, but is not limited to; replacing the existing gas-fired generator with a new gas-fired generator, replacing the existing transfer switch, reconfiguring the existing emergency circuit panel and adding the building's Community Room lighting, convenience outlets and HVAC unit loads to the emergency panel.

BIDDING and BID RESULTS:

Advertising of the job was substantial, with a number sets of documents distributed during the bidding period. A number of contractors who performed work for the Housing Authority and/or Architect in the past were among those who picked up plans. Six of the contractors submitted bids. The architect's cost estimate of probable project cost was previously submitted and is attached.

SUBMITTED BID PACKAGE:

APPARENT LOW BIDDER: TSUJ Corporation- Their submitted package appears to be in order and complete. All documents in the required bid package were submitted and appear to be properly executed. The contractor properly filled in his bid amounts in words and numerals and listed the subcontractors for the major trades to work on the project.

CONTRACTOR TELEPHONE INTERVIEWS:

A phone discussion with the Contractor verified that the contractor had checked the bid submitted and believed that he had submitted a complete bid and had made no errors or omissions, which would invalidate his bid. They indicated that they understood the scope and intent of the work and had the capability and resources to execute the work successfully. They indicated that they would sign a contract if it were awarded to their company.

CONTRACTOR PAST PERFORMANCE:

The Architect conducted several phone interviews with past clients for whom the Contractor performed work. All indicated that the Contractor performed his work in a very professional manner and indicated that they would work with them again.

STATUS OF BOND, CONSENT OF SURETY, AND BONDING COMPANY:

The contractor submitted a valid bid bond in the amount of 10% of the bid amount, not to exceed \$20,000 as required from the Companion Property & Casualty Insurance Company. The company is listed on the Treasury Circular 570 as a company certified to write bonds in the State of New Jersey. A consent of surety for a performance bond from the same company was included in the bid package.

STATUS OF THE DEBARRED LISTING WITH HUD:

TSUJ Corporation - A search of the HUD web site for parties excluded from federal procurement programs indicated that TSUJ Corporation was not on the list. A search made for variations of the company name as well as the owner's name and variations produced no results.

CONFORMANCE WITH PUBLIC WORKS CONTRACTOR REGISTRATION ACT (P. L. C 238):

TSUJ Corporation - According the affidavit required in the "Form of Proposal", in accordance with New Jersey Public Law C 238, the contractor is a Public Works Contractor, registered with the Department of Labor of the State of New Jersey, license number - 657446, expiration date 05/17/14.

PROJECT COST:

The architect's estimate for this work was \$60,000.00. The bid submitted by the contractor of \$59,770.00 is not substantially lower than the estimate, and appears to be a serious bid. The bid was not out of line with the rest of the bids submitted. It is believed by the author that the work can be done for this figure.

CONCLUSION:

The low bidder appears qualified, and capable of doing the work and apparently willing to enter into contract. He is not debarred and is a registered New Jersey Public Works Contractor. The bid price is within budget and reasonable considering the bidding results and circumstances.

If legal counsel indicates that all other bidding requirements have been met, we recommend that the Hackensack Housing Authority award this contract to TSUJ Corporation, for the sum indicated above.

DISCLAIMER:

While Habitech has made a good faith effort to evaluate and determine the suitability of the contractor, it cannot and will not guarantee the future performance of companies with which it has no relation to, prior knowledge of, nor control over. These evaluations are meant to assist the Housing Authority and to form a part of the investigation undertaken by the Hackensack Housing Authority from within and from other sources. Only after evaluating all these sources should a final decision be made regarding the award of a contract to the bidder.

Sincerely,



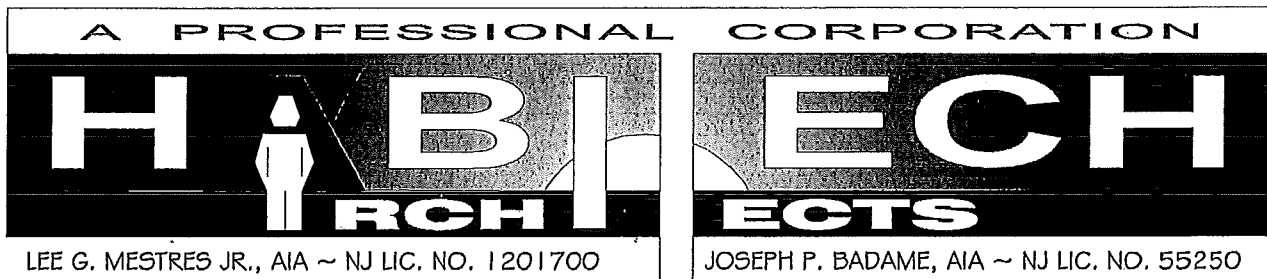
LEE G. MESTRES JR., AIA

ENCLOSURES:

Bid Tabulation Form
Excerpt from Treasury Circular 570
Excerpts from the HUD debarred list

DISTRIBUTION:
Emailed, Friday, February 28, 2014 to:
John Bellocchio, Joseph P. Clark & Tony Feorenzo

END
Review of bids and comments



February 1, 2014

Mr. John Bellocchio
Housing Authority City of Hackensack
65 First Street
Hackensack, NJ 07601

RE: Architect's Estimate of Probable Costs
Replace the Emergency Generator & Miscellaneous Work at Widnall Towers

Dear Mr. Bellocchio:

The following is our estimate of probable cost for the above referenced project. There are no alternate prices requested.

Generator Work.....	\$50,000.00
Community Room Work	<u>\$10,000.00</u>
Total Base Bid	\$60,000.00

Sincerely,

LEE G. MESTRES JR. AIA

LGM/pcb

RESOLUTION #2014-9
(Approval of budget for 40 Passaic Street/BergenCounty)

WHEREAS, the Housing Authority of the City of Hackensack has entered into a contract for the maintenance of a shelter that is managed by the Bergen County Dept. of Human Services; and

WHEREAS, Bergen County requires that the Housing Authority submit an annual budget that includes all expenses associated with maintain this property; and

WHEREAS, the Hackensack Housing Authority gets reimbursed monthly for all costs and expenses associated with managing this property; and

WHEREAS, the attached budget accurately reflects projected expenses for the period 1/1/14 through 12/31/14; NOW THEREFORE

BE IT RSOLVED by the Board of Commissioners of the Housing Authority of the City of Hackensack that the attached budget for 2014 be hereby approved in the amount of \$355,492.00; and

BE IT FURTHER resolved that the Executive Director is hereby authorized to execute a contract for the maintenance of 40 Passaic Street for 2014.

AGENCY: Housing Authority City of Hackensack
 ADDRESS: 65 First Street, Hackensack, NJ
 DIRECTOR: John Bellocchio
 CONTRACT # 201 342-4280
 2013 Budget

COUNTY OF BERGEN
 DEPARTMENT OF HUMAN SERVICES
 ANNES B: CONTRACT EXPENSE DETAIL
 PAGE 1 OF 9

☒ BUDGET PREPARATION
☐ BUDGET MODIFICATION
☐ EXPENDITURE REPORT
☐ Quarterly ☐ Final
 PERIOD COVERED 1/1/2014 TO 12/31/2014

BUDGET CATEGORY	(1) TOTAL	(2) 40 Passaic Street Management and Security 2014	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
A. PERSONNEL	\$231,560	\$231,560		\$0	\$0	\$0	\$0	\$0	\$0	\$0
B. CONSULTANTS/PROFESSIONAL FEES	\$0	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0
C. MATERIALS & SUPPLIES	\$5,000	\$5,000		\$0	\$0	\$0	\$0	\$0	\$0	\$0
D. FACILITY COST	\$17,440	\$17,440		\$0	\$0	\$0	\$0	\$0	\$0	\$0
E. SPECIFIC ASSISTANCE TO CLIENT	\$0	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0
F. OTHERS	\$101,492	\$101,492		\$0	\$0	\$0	\$0	\$0	\$0	\$0
G. GENERAL & ADMINISTRATION COST ALLOCATION	\$0	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0
H. TOTAL OPERATING COSTS	\$355,492	\$355,492	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
I. FURNITURE AND EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
J. TOTAL COST	\$355,492	\$355,492	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
K. LESS: REVENUE/OTHER FUNDING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
L. NET COST	\$355,492	\$355,492	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
M. PROFIT										
N. REIMBURSEABLE CEILING	\$0	\$0								

PREPARED BY: William F. Snyder DATE: 1/10/2014

☒ BUDGET PREPARATION
☐ BUDGET MODIFICATION
☐ EXPENDITURE REPORT
PERIOD COVERED 1/1/2014 TO 12/31/2014

101

[illegible]

COUNTY OF BERGEN
DEPARTMENT OF HUMAN SERVICES
ANNEX B: CONTRACT EXPENSE DETAIL
A. PERSONNEL (FRINGE)

☒ BUDGET PREPARATION
☐ BUDGET MODIFICATION
☐ EXPENDITURE REPORT
PERIOD COVERED 1/1/2014 TO 12/31/2014

[illegible]

COUNTY OF BERGEN
DEPARTMENT OF HUMAN SERVICES
ANNEX B: CONTRACT EXPENSE DETAIL

D. FACILITY COST
PAGE 6 OF 9

[x] BUDGET PREPARATION
[] BUDGET MODIFICATION
[] EXPENDITURE REPORT
PERIOD COVERED 1/1/20-

[illegible]

COUNTY OF BERGEN
DEPARTMENT OF HUMAN SERVICES
ANNEX B: CONTRACT EXPENSE DETAIL

[x] BUDGET PREPARATION
[] BUDGET MODIFICATION
[] EXPENDITURE REPORT
PERIOD COVERED 1/1/20-

F. BUDGET CATEGORY: OTHER								
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
LINE ITEM	BASIS FOR ALLOCATION	TOTAL	40 Passaic Street Management and Security 2014					
Utilities-Sewer/Water		\$7,700	\$7,700					
Utilities-Elect/Gas/Misc		\$57,292	\$57,292					
Management Fee		\$36,500	\$36,500					
		\$0						
		\$0						
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BUDGET CATEGORY F- TOTAL		\$101,492	\$101,492	\$0	\$0	\$0	\$0	\$0

7.1

LEGAL ADVERTISEMENT

Housing Authority of the City of Hackensack
65 First Street
Hackensack, New Jersey 07601

NOTICE OF SPECIAL MEETING

In accordance with N.J.S.A. 10:4-6 to 10:4-21 of the Open Public Meetings Act, notice is hereby provided that a special meeting of the Housing Authority of the City of Hackensack, New Jersey will be held on Tuesday, February 18th, 2011 at 6:00 PM. The meeting will be held in the meeting room at 65 First Street, Hackensack, New Jersey. The meeting is being scheduled to undertake all of the normal business that would have been conducted at the February 13th meeting that was cancelled due to inclement weather.

All normal monthly business, as contained in the board's February agenda will be discussed at this meeting and action will be taken.

JOHN BELLOCCHIO
Acting Executive Director

Date: 2/14/14

Instructions: Please publish this legal advertisement and send your invoice to:

Housing Authority of the City of Hackensack
65 First Street
Hackensack, New Jersey
07601

Copy

8/27/13

Personnel File Memo

To: Catalano Sanchez

From: John Bellocchio, Acting Executive Director

Re: Possible Fraud

On 8/13/13, Mr. Catalano Sanchez notified Kathy Nielsen that he was moving out of his public housing unit. He provided a driver's license indicating that he was residing in Belleville, New Jersey. He asked that his wife's rent be lowered due to the loss of income with his moving out. Mrs. Nielsen lowered the rent accordingly based upon the public housing rules & regulations.

On 8/19/13, the Housing Authority reviewed its security system cameras and noticed that Mr. Sanchez was leaving his unit at 55 Railroad Avenue on a daily basis. Subsequent reviews of camera footage indicated that Mr. Sanchez was still residing at Apt. A-2, 55 Railroad Avenue. The non-reporting of income or misinformation regarding household members can be considered fraud in a federally funded program.

On August 27th, Mr. Bellocchio, Mr. Snyder and Mr. Feorenzo met with Mr. Sanchez to tell him about our findings and concerns. He initially stated that he was not living at Oratam Court. He was shown the camera footage and informed that fraud could be grounds for termination and prosecution. He finally acknowledged that he did not move out. He stated that he was trying to save money on his rent payments.

Mr. Sanchez was informed that he was to report to Kathy Nielsen and request that he immediately be placed back on the lease agreement. He was told that he has to pay any unpaid rent a result of his fraudulent move and any future issues would result in termination.

This letter is being placed into Mr. Sanchez's personnel file for future reference.

7.3

3619379
HACKENSACK HOUSING AUTHORITY
65 1ST ST
HACKENSACK NJ 07601-2027

The Record

STATE OF NEW JERSEY
COUNTY OF PASSAIC SS:

[Signature]

Of full age, being duly sworn according to law, on his/her oath says that he/she is employed at North Jersey Media Group Inc., publisher of The Record. Annexed hereto is a true copy of the notice that was published on the following date(s):

1.4.2014

in The Record, a newspaper of general circulation and published in Hackensack, in the county of Bergen and circulated in Bergen, Passaic, Hudson, Morris and Essex Counties. Said newspaper is published seven days a week.

Subscribed and sworn before me this 7 day of January 2014 at Woodland Park, NJ

[Signature: Sonja E Thorsland]
A Notary Public of New Jersey

SONJA E THORSLAND
ID # 2359423
NOTARY PUBLIC
STATE OF NEW JERSEY
Commission Expires May 03, 2017

"Legal Advertisement" INVITATION TO BID

Elevator Maintenance

The Housing Authority of the City of Hackensack will receive bids for a contract for elevator maintenance at 5 buildings. The contract will be for a three (3) year period commencing on February 1st, 2014.

Sealed bids will be received until 2:00 P.M. on January 23rd, 2014 at the offices of the Housing Authority of the City of Hackensack, 65 First Street, Hackensack, New Jersey, 07601. The bids will be publicly opened and read aloud at 2:00 P.M.

Bidding documents, and proposed forms of contract documents, including specifications, will be on file beginning January 2nd, 2014 at the offices of the Housing Authority of the City of Hackensack.

Copies of the documents may be obtained at the offices of the Housing Authority of the City of Hackensack beginning 1/2/14.

The buildings will be available for examination between the hours of 9:00 A.M. to 5:00 P.M. Monday through Friday.

A certified check or bank draft, payable to the Housing Authority of the City of Hackensack, New Jersey, or a satisfactory bid bond executed by the bidder and acceptable sureties in an amount equal to but not less than ten percent (10%) of the total bid amount shall be submitted with each bid.

All bidders are required to submit a Previous Participation Certificate, Form HUD-2530, indicating previous experience in performance comparable work.

All bidders must submit a "Statement of Ownership" in accordance with N.J.S.A. 52:25-24.2.

All bidders are required to comply with the requirements of P.L. 1975, C.127.

Attention is called to the provisions for equal employment opportunity. Payment of not less than the minimum salaries and wages as set forth in the contract documents must be paid on this project.

The Housing Authority of the City of Hackensack reserves the right to reject any or all bids or to waive any informality in bidding.

No bid shall be withdrawn for a period of sixty (60) days subsequent to opening of bids without the consent of the Housing Authority of the City of Hackensack.

HOUSING AUTHORITY OF THE CITY OF HACKENSACK

JOHN BELLOCCHIO
ACTING EXECUTIVE DIRECTOR
January 4, 2014-Fee:\$68.99(73) 3619379