

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE

RESOLUTION NO. 2306

BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE, upon the recommendation and approval of the Executive Director, that the following claims on current bills, list attached, amounting to \$ 23,589.40 is hereby approved.

INTRODUCED BY: *Robert Pierce*

SECONDED BY: *Mary Bauer*

DATED: September 1, 2021

**F.L.A.S.H./F.L.H.A. BILLS FOR JULY AND AUGUST 2021**

\$ 1,514.20	P.S.E. & G. – Invoice for July 2020/HJHH
516.09	P.S.E. & G. – Invoice for July 2020/Office
1,158.96	Suez Water NJ - Inv. for 06/01/21 to 6/30/2021
1,158.80	Suez Water NJ – Inv. for 07/01/21 to 7/30/21
137.81	P.S.E. & G. – Street Lighting for June 2021
132.85	P.S.E. & G. – Street Lighting for July 2021
1,556.80	P.S.E. & G. – Invoice for June 2021/HJHH
572.31	P.S.E. & G. – Invoice for July 2021/Office
79.94	Home Depot – Inv. for June 2021
346.74	Home Depot – Inv. for July 2021
690.00	Life Station - Monthly Services from 6/22/21 to 9/30/2021
2,830.00	Derby Appliances – Purchase of 4 Refrigerators & 4 Stoves
228.89	State Chemical Solutions – Maintenance Supplies
750.62	Direct Supplies – Maintenance Supplies
186.53	U. Varela – Reimbursement for Fan Motor/HJHH
132.00	United Federated Systems – Fire Alarm Monitoring 7/21 to 8/30/21

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**\$ 11,992.54 TOTAL**

**PROJECT BILLS FOR JULY AND AUGUST 2021**

**NONE**

**SECTION 8 BILLS FOR JULY AND AUGUST 2021**

\$ 9.90	Ready Refresh – Inv. for June/July 2021
529.77	Verizon FIOS- Services 6/10/20 to 7/9/20
536.91	Verizon FIOS- Services 7/10/20 to 8/9/20
124.13	Staples Business Advantage – Office Supplies for June/July 2021
722.56	Staples Business Advantage – Ink Toners Cartridges and Paper
18.13	NTN-Philadelphia – Criminal Checks/Invs. for June & July 2021
54.54	Fusion – Inv. for June 2021 ( Fax Machine)
53.67	Fusion – Inv. for July 2020 (Fax Machine)
74.76	T. Corriston – Reimbursement for Office Supplies i.e. plates etc.
25.00	New Jersey State League of Municipalities – Subscription 2021/22
769.00	AS Consulting – Managed Services, Disaster Backup & E-Mail Backups per HUD Regulations –June 2021
769.00	AS Consulting – Managed Services & Disaster Backup & E-Mail Backups per HUD Regulations– July 2021
1,050.00	AS Consulting – Reimbursement for Cost of Six Microsoft Licenses
1,800.00	U.S. Postal Service – Postage for Mail Machine
40.42	Federal Express – Delivery Polcari & Co. - Aufditor
172.40	Atlantic Tomorrows Office – Color Copies 4/30/21 to 6/30/21
434.95	Verizon – Services for 6/30/21 to 7/28/21 & 7/29/21 to 8/24/21
436.66	Verizon Wireless – Services 5/3/21 to 6/3/21 Office & HQS Inspector
422.52	Verizon Wireless – Services 6/3/21 to 7/3/21 Office & HQS Inspector
421.56	Verizon Wireless - Services 7/4/21 to 8/3/21 Office & HQS Inspector
1,072.74	Verizon FIOS – Services for June, July and August 2021
879.00	CHIPSHRED, LLC – Shredding of Files & Documents

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**\$ 9,921.30 TOTAL**

**PROJECT BILL FOR SEPTEMBER, 2021**

**NONE**

**SECTION 8 BILLS FOR SEPTEMBER, 2021**

**\$ 120.90** Staples – Office Supplies  
**535.66** Verizon FIOS – Services 8/10 to 9/9/21  
**216.90** Verizon - Services for 8/10 to 9/9/2021

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**\$ 873.46** TOTAL

**F.L.A.S.H./F.L.H.A. BILLS FOR SEPTEMBER, 2021**

**\$ 486.85** Home Depot – Invs. for July and August 2021  
**315.25** Metro Fire & Safety – Maintenance of Fire Extinguishers

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**\$ 802.10** TOTAL

**NO OTHER BILLS FOR SEPTEMBER RECEIVED AS OF TODAY'S DATE (August 27, 2021)**

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE

RESOLUTION NO. 2307

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A TWO-YEAR CONTRACT WITH CHEMICAL SPECIFICS INC. (CSI) FOR A WATER TREATMENT AND MAINTENANCE CONTRACT FOR THE EXISTING HOT WATER HEATING SYSTEM IN THE AMOUNT OF \$ 1,324.00 PER YEAR.

**WHEREAS**, in order to preserve the hot water tank, keep it from a corrosive/foul-inhibited state, **CHEMICAL SPECIFICS, INC.** will provide a full comprehensive water testing and treatment program; and

**WHEREAS**, the contract term shall commence on September 1, 2021 and terminate on August 31, 2023.

**WHEREAS**, in accordance with the Small Purchase Procedure of the Housing Authority's Procurement Policy, proposals were requested from five (5) firms authorized to do business in New Jersey and to perform within the scope of work (Exhibit "A" annexed); and

**WHEREAS**, of the five (5) firms solicited, proposals were received from one (1) firm; and

**WHEREAS**, the firm of **CHEMICAL SPECIFICS INC. (CSI)** submitted the lowest responsible proposal, in the amount of \$ **1,324.00** per year;

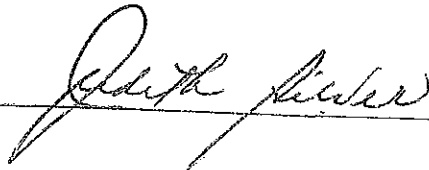
**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of the Housing Authority of the Borough of Fort Lee, as follows:

1. That the Executive Director is hereby authorized to execute a Contract with **CHEMICAL SPECIFICS INC. (CSI)**, the lowest responsible proposal, for the sum of \$ **1,324.00** per year.

2. That the aforementioned Service Contract for the Harry J. Holtje House be and the same is hereby approved, ratified and confirmed.

3. That this Resolution shall take effect immediately.

Introduced by:



Seconded by:



Dated: September 1, 2021

**PROPOSALS FORWARDED TO:**

**Aqua Life Inc.  
153 Avenue O  
Brooklyn, New York 11204**

**Atlantic Product Services Inc.  
2 Terminal Road  
Carteret, New York 07008**

**Chemical Specifics, Inc.  
46-09 Fifty-Fourth Road  
Maspeth, New York 11378**

**Nalco Company, Inc.  
171 State Route 173  
Asbury, New Jersey 08802**

**The Jayson Company  
2150 Stanley Terrace  
Union, New Jersey 07083**

**PROPOSAL RECEIVED FROM:**

**CHEMICAL SPECIFICS, INC.  
46-09 Fifty-Fourth Road  
Maspeth, New York 11378**

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE

RESOLUTION NO. 2308

**RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE AUTHORIZING THE EXECUTIVE DIRECTOR TO EXTEND THE CONTRACT FOR ELEVATOR MAINTENANCE WITH SLADE INDUSTRIES INC. FOR AN ADDITIONAL TWO (2) YEAR TERM.**

**WHEREAS**, the Housing Authority required a contract for elevator maintenance for the period commencing June 18, 2019 and terminating June 17, 2021; and

**WHEREAS**, pursuant to the RFP submitted to contractors on May 15, 2019, the Housing Authority of the Borough of Fort Lee requested proposals for a two- year term with an option to extend the contract for elevator maintenance an additional two (2) year term or two (2) additional one- year terms based on cost of services and other factors; and

**WHEREAS**, the firm of **SLADE INDUSTRIES INC.** was awarded said elevator maintenance contract on June 18, 2019, for a two (2) year term and has satisfactorily completed said contract term; and

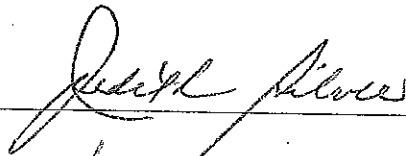
**WHEREAS**, it is the desire of the Housing Authority to exercise the additional two (2) year extension option, based upon the good performance and cost of service by **SLADE INDUSTRIES INC.**;

**NOW, THEREFORE, BE IT RESOLVED, THAT THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE hereby authorize the Executive Director to execute a Contract with SLADE INDUSTRIES INC. for an additional two year period, beginning June 18, 2021 and terminating June 17, 2023 based upon the same terms and conditions.**

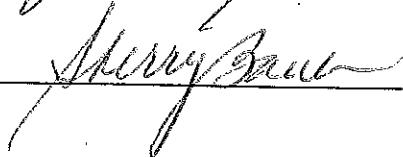
That the aforementioned Service Contract for the Harry J. Holtje House be and the same is hereby approved, ratified and confirmed; and

That this Resolution shall take effect immediately.

INTRODUCED BY: \_\_\_\_\_



SECONDED BY: \_\_\_\_\_



DATED: September 1, 2021



**HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE**

**RESOLUTION NO. 2309**

**RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO KRAFT POWER CORPORATION FOR MAINTENANCE OF THE HOLTJE HOUSE EMERGENCY GENERATOR SYSTEM FOR THE AMOUNT \$1,840.00 PER YEAR**

**WHEREAS**, the contract for the maintenance of the generator at the Harry J. Holtje House for a two year period be and the same is hereby awarded to KRAFT POWER CORPORATION, in the amount of \$ 1,840.00 per year; and

**WHEREAS**, the aforesaid award is expressly subject to and contingent upon the review and approval of the contract by the Attorney for this Authority; and

**WHEREAS**, in accordance with the Housing Authority's Procurement Policy and Title 24 CFR, Part 85.36, as a procurement by Competitive Proposals using the Small Purchase Procedures, the Housing Authority solicited proposals by letter from six (6) generator maintenance companies (Exhibit "A" attached); and

**WHEREAS**, in response to the aforesaid solicitation, the Housing Authority did receive three (3) proposals from three bidders;

**NOW, THEREFORE, BE IT RESOLVED, THAT THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE hereby authorize:**

- 1. The award of a two year Contract to KRAFT POWER CORPORATION in the amount of \$ 1,840.00 per year.**
- 2. The Executive Director to execute a Contract with KRAFT POWER CORPORATION; and**

3. That this Resolution shall take effect immediately.

INTRODUCED BY: *Deborah Plover*

SECONDED BY: *Sherry Bauer*

DATED: September 1, 2021

**EXHIBIT "A"**

**PROPOSALS SENT TO:**

Atlantic Detroit Diesel-Allison Inc.  
32 Greg Street  
Lodi, NJ 07644

Giles & Ransome, Inc.  
Attn: Joseph Mason  
600 South Egg Harbor Road  
Hammonton NJ 08037

Giles & Ransome, Inc.  
Attn: Contracting Agent  
2975 Galloway Road  
Bensalem, PA 19020

H.O. Penn Industries, Inc.  
Attn: Contracting Agent  
783 Bloomingburg Road  
Bloomingburg, New York 12721

Giles & Ransome, Inc.  
Attn: Contracting Agent  
1000 Industrial Way North  
Toms River, NJ 08755

H.O. Penn Industries, Inc.  
Attn: Brad Topper  
699 Brush Avenue  
Bronx, New York 10455

Foley Incorporated  
855 Centennial Avenue  
P.O. Box 1555  
Piscataway, NJ 08855

**PROPOSAL RECEIVED FROM:**

FOLEY INCORPORATED  
855 Centennial Avenue  
P.O. Box 1555  
Piscataway, New Jersey 08855

AMOUNT: \$ 2,312.00

**HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE**

**RESOLUTION NO. 2310**

**RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE AUTHORIZING THE SUBMISSION OF A FUNDING APPLICATION TO H.U.D. FOR THE HOUSING CHOICE VOUCHER FAMILY SELF-SUFFICIENCY PROGRAM COORDINATOR FOR THE PERIOD JANUARY 1, 2022 TO DECEMBER 31, 2022.**

**WHEREAS, HUD has requested that all renewal funding applications for the year 2021 must be electronically submitted on HUD forms in lieu of letter form prior to the deadline date in order to be considered for funding renewal; and**

**WHEREAS, the funding for the past TWENTY (20) years has been allocated by HUD to continue to operate the successful Family Self-Sufficiency (FSS) Program operated by the Fort Lee Housing Authority; and**

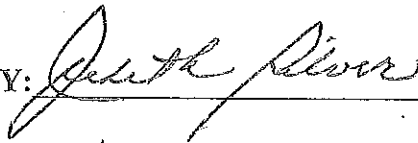
**WHEREAS, the FSS Program continues to be successful in recruiting additional participants, offering important support systems, graduating participants from required courses, assisting households to become self-sufficient and to become first time homebuyers; and**

**WHEREAS, the Housing Authority has requested funding for a FSS Coordinator in the amount of \$ 55,000.00 which includes annual income, benefits and matching payroll deductions.**

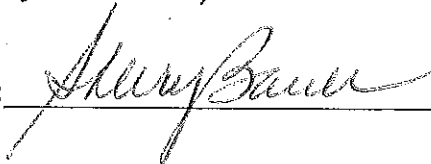
NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE, as follows:

1. Authorizing the submission of the completed FSS Coordinator funding application in the amount of \$ 55,000.00 for the period January 1, 2022, to December 31, 2022, by electronic submission.
2. That this Resolution shall take effect immediately.

INTRODUCED BY:

  
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SECONDED BY:

  
\_\_\_\_\_

DATED: September 1, 2021

**HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE**

**RESOLUTION NO. 2311**

**RESOLUTION TO RENEW MEMBERSHIP IN NEW JERSEY PUBLIC HOUSING AUTHORITY**

**JOINT INSURANCE FUND (J.I.F.)**

**WHEREAS**, Public Housing Authorities in the State of New Jersey are permitted to join together to form a Joint Insurance Fund as permitted by NJSA 40A:10-36 et seq.; and

**WHEREAS**, the statutes regulating the creation and establishment of a Joint Insurance Fund contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such fund; and

**WHEREAS**, the governing body of the **FORT LEE HOUSING AUTHORITY** has determined that membership in the Joint Insurance Fund is in the best interest of the **AUTHORITY**.

**NOW THEREFORE, BE IT RESOLVED** that the governing body of the Authority does hereby resolve and agree to renew its membership in the NJPHA Joint Insurance Fund effective January 1, 2022, to expire on December 31, 2023, for the purpose of establishing the following types of coverage:

1. Worker's Compensation and Employer's Liability;
2. Liability, other than motor vehicle;
3. Property Damage, other than motor vehicle;
4. Motor Vehicle; and
5. Public Officials Liability/Employment Practices Liability.

**BE IT FURTHER RESOLVED** that **TERRENCE J CORRISTON** is authorized to execute the application for membership and the accompanying certification on behalf of the **AUTHORITY**; and

**BE IT FURTHER RESOLVED** that the governing body is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying their membership in the FUND as are required by the FUND's Bylaws and to deliver same to the Administrator of the FUND with the express reservation that said document shall become effective only upon the applicant's admission to the FUND following approval by the FUND, passage by the Authority of a Resolution Accepting Assessment and approval by the New Jersey Department of Insurance and the Department of Community Affairs.

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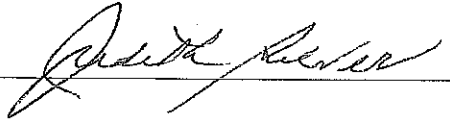
NAYS

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ABSTAIN

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OFFERED BY:



SECONDED BY:



DATED: September 1, 2021