

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE

RESOLUTION NO. 2492

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 the current bills, list attached, amounting to \$ **34,588.26**, is hereby approved.

PROJECT (FLASH) - BILLS FOR FEBRUARY 2026 TOTALS: \$ 24,183.51

SECTION 8 (HCV) - BILLS FOR FEBRUARY 2026 TOTALS: \$ 10,404.75

Introduced by: Dolores Steinberg

Offered by: [Signature]

Housing Authority Borough of Fort Lee
Vendor Accounting Cash Payment/Receipt Register
FLASH Corp.

Filter Criteria Includes: 1) Program: FLASH Corp. 2) Project: All Projects 3) Payment Date: 2/1/2026 to 2/27/2026 4) Financial Period: All 5) Payments Over: All
6) Check Numbers: All 7) Cleared Period: All 8) Check Status: All 9) Payment Status: All 10) Show Payments: Yes 11) Show Deposits: Yes 12) Order By: Payment/Receipt Number

Bank: Provident Bank, Bank Account: 650409103, GL Account: 1111.4

Posted Payments

<i>Doc Num</i>	<i>Payment Date</i>	<i>Voided</i>	<i>Type</i>	<i>Document Recipient</i>	<i>Document Description</i>	<i>Cleared</i>	<i>Amount</i>
8306	02/02/2026	No	CHK	Anchor Pest Control	Acct# 100954/ (1403 Teresa Dr) Feb	No	\$71.84
8307	02/02/2026	No	CHK	Better Image Landscapes, Inc.	Acct# 0064 (Teresa Dr)- Inv# 9397-1	No	\$1,190.00
8308	02/02/2026	No	CHK	Better Image Landscapes, Inc.	Acct# 0064 (Teresa Dr)- Inv# 9414-1	No	\$2,122.50
8309	02/02/2026	No	CHK	Coppa Montalbano Architects	25007-HJHH Life System (Inv# 8454	No	\$2,023.96
8310	02/02/2026	No	CHK	GE Appliances, A Haier Company	Acct# 117344752 / GEA SALE ORD	No	\$1,335.00
8311	02/02/2026	No	CHK	Home Depot Credit Services	Acct# 6035322006257335	No	\$770.89
8312	02/02/2026	No	CHK	KRAFT POWER CORPORATION	Cust# FORTL002 (Contract# 10137	No	\$460.00
8313	02/02/2026	No	CHK	KRAFT POWER CORPORATION	Cust# FORTL002 (Contract# 10137	No	\$1,416.26
8314	02/02/2026	No	CHK	SLADE INDUSTRIES, INC.	Acct# C000477 / Contract MC-0001	No	\$398.00
8315	02/02/2026	No	CHK	Ulysses Varela	Reimbursement/Fan Motors for 140	No	\$127.80
8316	02/02/2026	No	CHK	Veolia Water New Jersey	Acct# 10008900370055 (1ST STRE	No	\$192.88
						Cleared: 0	\$0.00
						Uncleared: 11	\$10,109.13
						Total Payments: 11	\$10,109.13

Project Summary

Bank: Provident Bank, Bank Account: 650409103, GL Account: 1111.4

<i>Program - Project</i>	<i>Payments</i>	<i>Deposits</i>
FLASH Corp. - Flash Corp. 10	\$10,109.13	\$0.00
Total:	\$10,109.13	\$0.00

Document Type Summary

Bank: Provident Bank, Bank Account: 650409103, GL Account: 1111.4

<i>Document Type</i>	<i>Count</i>	<i>Amount</i>
Check (CHK)	11	\$10,109.13
Total:	11	\$10,109.13

Transaction Type Summary

Bank: Provident Bank, Bank Account: 650409103, GL Account: 1111.4

<i>Transaction Type</i>	<i>Count</i>	<i>Amount</i>
Vendor Accounting - Payment	11	\$10,109.13
Vendor Accounting Total	11	\$10,109.13
Total:	11	\$10,109.13

Bank: Provident Bank, Bank Account: 650409103, GL Account: 1111.1

Posted Payments

<i>Doc Num</i>	<i>Payment Date</i>	<i>Voided</i>	<i>Type</i>	<i>Document Recipient</i>	<i>Document Description</i>	<i>Cleared</i>	<i>Amount</i>
8317	02/11/2026	No	CHK	Better Image Landscapes, Inc.	Acct# 0064 (Teresa Dr)- Inv# 9453 (No	\$2,930.00
8318	02/11/2026	No	CHK	PSE & G	Acct# 6759444906 (1403 Teresa Dr)	No	\$5,180.37
8319	02/11/2026	No	CHK	PSE & G	Acct# 6520316105 (1403 Teresa Dr	No	\$194.06
8320	02/11/2026	No	CHK	PSE & G	Acct# 6568536303 (1403 Teresa Dr	No	\$924.12
8321	02/11/2026	No	CHK	PSE & G	Acct# 7793776704 (1403 Teresa Dr	No	\$14.23
8322	02/11/2026	No	CHK	PSE & G	Acct# 7260667400 (2423 1st ST (Fr	No	\$438.18
8323	02/11/2026	No	CHK	PSE & G	Acct# 7260667508 (2423 1st ST (Re	No	\$514.08
8324	02/11/2026	No	CHK	Veolia Water New Jersey	Acct# 1000242731222 (1403 Teresa	No	\$2,136.11

Housing Authority Borough of Fort Lee
Vendor Accounting Cash Payment/Receipt Register
FLASH Corp.

Filter Criteria Includes: 1) Program: FLASH Corp. 2) Project: All Projects 3) Payment Date: 2/1/2026 to 2/27/2026 4) Financial Period: All 5) Payments Over: All
6) Check Numbers: All 7) Cleared Period: All 8) Check Status: All 9) Payment Status: All 10) Show Payments: Yes 11) Show Deposits: Yes 12) Order By: Payment/Receipt Number

Bank: Provident Bank, Bank Account: 650409103, GL Account: 1111.1

Posted Payments

<i>Doc Num</i>	<i>Payment Date</i>	<i>Voided</i>	<i>Type</i>	<i>Document Recipient</i>	<i>Document Description</i>	<i>Cleared</i>	<i>Amount</i>
8326	02/25/2026	No	CHK	Better Image Landscapes, Inc.	Acct# 0064 (Teresa Dr)- Inv# 9467-2	No	\$1,190.00
8327	02/25/2026	No	CHK	SLADE INDUSTRIES, INC.	Acct# C000477 / Contract MC-0001	No	\$398.00
8328	02/25/2026	No	CHK	Veolia Water New Jersey	Acct# 10008900370055 (1ST STRE	No	\$155.23
Cleared: 0							\$0.00
Uncleared: 11							\$14,074.38
Total Payments: 11							\$14,074.38

Project Summary

Bank: Provident Bank, Bank Account: 650409103, GL Account: 1111.1

<i>Program - Project</i>	<i>Payments</i>	<i>Deposits</i>
FLASH Corp. - Flash Corp. 10	\$14,074.38	\$0.00
Total:	\$14,074.38	\$0.00

Document Type Summary

Bank: Provident Bank, Bank Account: 650409103, GL Account: 1111.1

<i>Document Type</i>	<i>Count</i>	<i>Amount</i>
Check (CHK)	11	\$14,074.38
Total:	11	\$14,074.38

Transaction Type Summary

Bank: Provident Bank, Bank Account: 650409103, GL Account: 1111.1

<i>Transaction Type</i>	<i>Count</i>	<i>Amount</i>
Vendor Accounting - Payment	11	\$14,074.38
<i>Vendor Accounting Total</i>	<i>11</i>	<i>\$14,074.38</i>
Total:	11	\$14,074.38

End of Report

Housing Authority Borough of Fort Lee
Vendor Accounting Cash Payment/Receipt Register
Housing Choice Voucher

Filter Criteria Includes: 1) Program: Housing Choice Voucher 2) Project: All Projects 3) Payment Date: 2/1/2026 to 2/27/2026 4) Financial Period: All 5) Payments Over: All
6) Check Numbers: All 7) Cleared Period: All 8) Check Status: All 9) Payment Status: All 10) Show Payments: Yes 11) Show Deposits: Yes 12) Order By: Payment/Receipt Number

Bank: Provident Bank, Bank Account: 650409111, GL Account: 1111.4

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voided</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
4545	02/02/2026	No	CHK	AS Consulting Inc.	Computer IT Support (Inv# 11078)	No	\$1,387.00
4546	02/02/2026	No	CHK	NTN- Philadelphia	Acct# NJ6000/ Inv# NJ6000602	No	\$19.19
4547	02/02/2026	No	CHK	Quadient Inc.	Office# 2850 / Contract# 470960 (R	No	\$723.41
4548	02/02/2026	No	CHK	Staples Business Advantage	Acct# NYC1060106 2 Invoices	No	\$868.58
4549	02/02/2026	No	CHK	Verizon FIOS	Acct# 556776715000140 (Office Fa	No	\$128.21
4550	02/02/2026	No	CHK	Verizon FIOS	Acct# 452494976000156 (Office Fio	No	\$558.83
4551	02/11/2026	No	CHK	EFA RENTAL RESOURCES LLC	Henry Lara-10/13-10/24-10/27 (7 Hr	No	\$875.00
4552	02/11/2026	No	CHK	Gannett New York-NewJersey Lo	Acct# 1183942 /Order# 12020139 A	No	\$45.84
4553	02/11/2026	No	CHK	Staples Business Advantage	Acct# NYC1060106 Inv# 605501703	No	\$50.38
4554	02/11/2026	No	CHK	Staten Island Media Group	Acct# 511540 /Order# 0011063829	No	\$38.27
4555	02/11/2026	No	CHK	Thomas Furlong, C.P.A.	Accounting Services/ Feb 2026	No	\$3,300.00
4556	02/11/2026	No	CHK	Verizon	Acct# 642212010-00001 (Office Lin	No	\$453.00
4557	02/25/2026	No	CHK	Marc-Nahro	2026 MARC NAHRO Membership D	No	\$150.00
4558	02/25/2026	No	CHK	Public Housing Authorities Directo	Housing Authority:Corriston, Terranc	No	\$1,120.00
4559	02/25/2026	No	CHK	Verizon FIOS	Acct# 556776715000140 (Office Fa	No	\$128.21
4560	02/25/2026	No	CHK	Verizon FIOS	Acct# 452494976000156 (Office Fio	No	\$558.83
Cleared: 0							\$0.00
Uncleared: 16							\$10,404.75
Total Payments: 16							\$10,404.75

Project Summary

Bank: Provident Bank, Bank Account: 650409111, GL Account: 1111.4

<u>Program - Project</u>	<u>Payments</u>	<u>Deposits</u>
Housing Choice Voucher - Housing Choice Vouchers	\$10,404.75	\$0.00
Total:	\$10,404.75	\$0.00

Document Type Summary

Bank: Provident Bank, Bank Account: 650409111, GL Account: 1111.4

<u>Document Type</u>	<u>Count</u>	<u>Amount</u>
Check (CHK)	16	\$10,404.75
Total:	16	\$10,404.75

Transaction Type Summary

Bank: Provident Bank, Bank Account: 650409111, GL Account: 1111.4

<u>Transaction Type</u>	<u>Count</u>	<u>Amount</u>
Vendor Accounting - Payment	16	\$10,404.75
Vendor Accounting Total	16	\$10,404.75
Total:	16	\$10,404.75

End of Report

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE

RESOLUTION NO. 2493

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE FORT LEE HOUSING AUTHORITY AMENDING THE PROCUREMENT POLICY TO INCREASE THE BID THRESHOLD TO \$53,000.00 AND DESIGNATING VINCENT M. BUFIS AS THE AUTHORITY'S QUALIFIED PURCHASING AGENT

WHEREAS, in accordance with Resolution 2489, the Fort Lee Housing Authority (the "Authority") has engaged Vincent M. Bufis who possesses the designation of Qualified Purchasing Agent ("QPA") as issued by the Director of Local Government Services in accordance with NJAC 5:34-5 et seq. to serve as the Authority's QPA; and

WHEREAS, it is in the Authority's best interest to adopt the increased bid threshold.

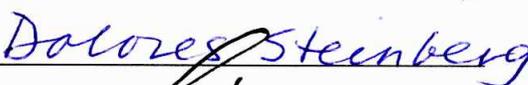
NOW THEREFORE BE IT RESOLVED, that the Authority amends its procurement policy to provide that it has retained a QPA and that the bid threshold is increased to the authorized limit of \$53,000 for sealed bids and the quotation threshold is \$7500.00 for informal quotes; and

BE IT FURTHER RESOLVED, that Vincent M. Bufis is appointed as the Qualified Purchasing Agent to exercise duties of a purchasing agent pursuant to NJSA 40A:11-2 (30) with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit; and

BE IT FURTHER RESOLVED, that in accordance with NJAC 5:34-5.2 the Executive Director is authorized to forward a certified copy of this resolution and a copy of Vincent M. Bufis' certification to the Director of the Division of Local Government Services



Sherry Bauer, Chair

Introduced by: 

Seconded by: 

Dated: March 4, 2026

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE

RESOLUTION NO. 2494

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE REGARDING THE SUBMISSION OF THE SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM (SEMAP) CERTIFICATION FORM 52648, TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD).

WHEREAS, HUD uses the Section Eight Management Assessment Program ("SEMAP") Certification as a tool for a management assessment system which measures the performance, on an annual basis, of all housing agencies that administer Section 8 rental assistance; and

WHEREAS, under SEMAP, HUD assesses housing authority performance on fourteen (14) key indicators that show whether the eligible families are helped to afford decent rental units at a reasonable subsidy cost as intended by Federal Housing Legislation and by Congress's appropriation of Federal tax dollars for these programs; and

WHEREAS, with regard to the housing authorities with a fiscal year ending on December 31, the housing authority must certify as to their program performance by preparing Form HUD 52648, following all performance standards within sixty (60) calendar days after the fiscal year end which sets the Fort Lee Housing Authority deadline date for submission on March 1, 2026; and

WHEREAS, in order to assign ratings based on the PHA's certification, HUD will continue to depend on on-site management reviews to the extent that they are performed to assess program performance and compliance, and to verify the accuracy of the housing authority's Certification.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE AS FOLLOWS:

That the fully completed Section Eight 8 Management Assessment Program (SEMAP) Certification Form HUD-52648, covering performance measurements for the fiscal year ended 12/31/25 was submitted to the HUD Real Estate Assessment Center on February 17, 2026 which was before the March 1, 2026 deadline.

INTRODUCED BY: *Dolores Steinberg*

SECONDED BY: *[Signature]*

DATED: March 4, 2026

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE.

RESOLUTION NO. 2495

RESOLUTION AWARDING A CONTRACT FOR PROFESSIONAL SERVICES TO COPPA MONTALBANO ARCHITECTS FOR A PROJECT ENTITLED "REPLACE EXTERIOR ENTRY DOORS SECURITY ACCESS SYSTEMS AND CONNECTION OF STANDPIPE AND OFFICE ELECTRICAL SYSTEM TO EXISTING STANDBY GENERATOR" AT THE HARRY J. HOLTJE HOUSE AT 1403-1405 AND 1407 TERESA DRIVE, FORT LEE, NEW JERSEY

WHEREAS, the Housing Authority of the Borough of Fort Lee (the "Authority") has determined the need to replace exterior entry doors security access systems and connection of standpipe and office electrical system to existing standby generator; and

WHEREAS, the Authority has secured Community Development Block Grant funds from Bergen County to cover part of the cost of the aforesaid work; and

WHEREAS, on January 28, 2026 the Authority published a public notice in the Record seeking sealed proposals from Architects and Engineers for professional services with respect to ""REPLACE EXTERIOR ENTRY DOORS SECURITY ACCESS SYSTEMS AND CONNECTION OF STANDPIPE AND OFFICE ELECTRICAL SYSTEM TO EXISTING STANDBY GENERATOR" at Harry J. Holtje House; and

WHEREAS, in response to the public notice the Authority did forward the RFP to three (3) prospective Architects and Engineers which proposals were due by February 24, 2026; and

WHEREAS, the Authority received two proposals in response to the RFP; and

WHEREAS, the Executive Director reviewed the offers and based upon the evaluation factors, determined that Coppa Montalbano Architects, which submitted a proposal in the total sum of \$7900.00 (\$3700.00 for security access system and \$4200.00 for connection to standby generator) submitted the offer which is most advantageous to the Authority;

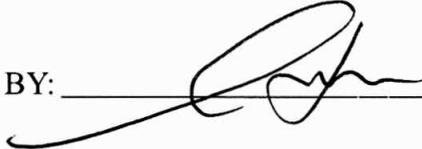
WHEREAS, Coppa Montalbano Architects is a qualified and responsible firm that has performed well on past contracts with Authority; and

WHEREAS, the Executive Director, Terrence J. Corrison has determined that the proposed fees are reasonable and within the budgeted amount and recommends that Coppa Montalbano Architects be awarded a contract in the sum of \$7900.00 for architecture and engineering services.

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 COPPA MONTALBANO ARCHITECTS, in the sum of \$7900.00 for "REPLACE EXTERIOR ENTRY DOORS SECURITY ACCESS SYSTEMS AND CONNECTION OF STANDPIPE AND OFFICE ELECTRICAL SYSTEM TO EXISTING STANDBY GENERATOR" at Harry J. Holtje House and
2. That this award for professional services is made in accordance with the competitive sealed proposal procedures.

INTRODUCED BY: Dolores Steinberg

SECONDED BY: 

DATED: MARCH 4, 2026

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE

RESOLUTION NO. 2496

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH GJEM INSURANCE AGENCY, INC, FOR RISK MANAGEMENT SERVICES FOR THE PERIOD BEGINNING MARCH 15, 2026, AND TERMINATING ON MARCH 14, 2027

WHEREAS, it is advisable for the Fort Lee Housing Authority (Authority) to retain Risk Management Services with respect to its insurance coverages and claims; and

WHEREAS, a public notice was placed in The Record Newspaper on January 25, 2026, for sealed proposals for "Professional Risk Management Services" with a return date of February 19, 2026; and

WHEREAS, in response to the aforesaid notice, the Authority received one proposal, provided that the fee for services would be covered by the NJPHA JIF; and

WHEREAS, the Executive Director reviewed the proposal and communicated with references submitted and based upon same, recommends that the authority retain GJEM INSURANCE AGENCY, INC. to perform Risk Management Services.

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

1. That the Executive Director is authorized to enter into a contract with GJEM Insurance Agency, Inc. for Professional Risk Management Services for the period beginning March 15, 2026, and ending March 14, 2027; and
2. That the Contract is being awarded in accordance with the Authority's Procurement Policy as a "Professional Service" under the Local Public Contracts Law, (N.J.S.A. 40A:11-1 et seq.) and that a Notice of this Action shall be published once in The Record; and
3. That this Resolution and Contract shall be and remain on file and available for public inspection at the office of the Fort Lee Housing

Authority, 1403 Teresa Drive, Fort Lee, New Jersey 07024; and

4. That this Resolution shall take effect immediately.

INTRODUCED BY: Dalores Steinberg

SECONDED BY: 

DATED: March 4, 2026