
*Housing Authority of the
City of Vineland*

191 W. Chestnut Ave. – Vineland, NJ 08360



Board of Commissioners'

Meeting

September 16, 2021

6 p.m.

Board of Commissioners
Mario Ruiz-Mesa, Chairman
Chris Chapman
Brian Asselta
Daniel Peretti
Alexis Cartagena
Rudolph Luisi
Charles W. Gabage, Esquire – Solicitor



**Housing Authority
of the
City of Vineland**

Administration Building
191 W. Chestnut Avenue
Vineland, New Jersey 08360

Telephone: 856-691-4099
Fax: 856-691-8404
TTY: 800-852-7899

Jacqueline S. Jones, Executive Director

September 10, 2021

The Board of Commissioners
Housing Authority of the City of Vineland
Vineland, New Jersey 08360

Dear Commissioner:

The Regular Meeting for the Housing Authority of the City of Vineland will be held in person on Thursday, September 16, 2021 at **6:00 p.m.** at the Brown Community Center, 191 W. Chestnut Avenue, Vineland, NJ 08360.

The Board may go into executive session to discuss personnel matters and any other housing business that meets the criteria for an executive session. Formal action may be taken.

Sincerely,



Jacqueline S. Jones
Executive Director

JSJ:gp

Enclosures

Housing Authority *of the* City of Vineland

A G E N D A

Thursday, September 16, 2021

6:00 p.m.

1. Open Meeting
2. Roll Call
3. Reading of the "Sunshine Law Statement"
4. Approval of Minutes of the Regular Meeting conducted on August 5, 2021
5. Fee Accountant's Report
6. Executive Director's Report
7. Committee Report
8. Old Business
9. New Business
10. Resolutions:
 - # 2021-39 Monthly Expenses
 - # 2021-40 Extend Painting Services Contract (extension 2 of 2)
 - # 2021-41 Extend Extermination Services Contract (extension 2 of 2)
 - # 2021-42 Awarding Fee Accounting Services Contract
 - # 2021-43 Awarding Auditing Services Contract
 - # 2021-44 Awarding Legal Services Contract – General Counsel
 - # 2021-45 Awarding Special Legal Services Contract – Labor Relations Counsel
 - # 2021-46 Awarding Consulting Services Contract
 - # 2021-47 Awarding Architectural & Engineering Services Contract
 - # 2021-48 Adopt State Budget
 - # 2021-49 Shared Services Agreement with Ocean City Housing Authority
 - # 2021-50 Shared Services Agreement with Cape May Housing Authority
 - # 2021-51 Shared Services Agreement with Buena Housing Authority
 - # 2021-52 Approving Change Order #4 Approving Kidston/Olivio Towers Roof Project
(*time extension*)
 - # 2021-53 Award Roof Replacement Contract for 757 S. West Ave., Vineland

- # 2021-54 Approving Change Order #4 for Asselta Acres Camera Project (*time extension*)
- # 2021-55 Authorizing Entering into a Contract Agreement with Mall Chevrolet to purchase vehicle
- # 2021-56 Authorizing Entering into a Contract Agreement with Hertrich Fleet Services, Inc. to purchase vehicle

Executive Session if required

11. Comments from the press and/or public (*limited to 5 minutes for each speaker*)
12. Comments from Board Members
13. Adjournment

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, August 5, 2021
5:08 p.m.

The Regular Meeting of the Housing Authority of the City of Vineland was called to order via video teleconference by Chairman Ruiz-Mesa on Thursday, August 5, 2021, at 5:08 p.m. at the office of the Authority located at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

The following Commissioners were present:

Commissioner Chris Chapman
Commissioner Rudolph Luisi
Commissioner Daniel Peretti **(Absent)**
Commissioner Brian Asselta
Chairman Mario Ruiz-Mesa

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Charles W. Gabage, Esquire – Solicitor, Linda Cavallo – Accountant and Gloria Pomales Executive Assistant.

Chairman Ruiz-Mesa read the Sunshine Law.

Chairman Ruiz-Mesa entertained a motion to approve the minutes of the Regular Meeting held on June 24, 2021. A motion was made by Commissioner Asselta and seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Chairman Ruiz-Mesa called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the nine months ending June 30, 2021.

Executive Director's Report:

Chairman Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones stated on the agenda there is a resolution for the Budget for the year ending 2022. The Budget Committee met in regard to the budget and this will be discussed in the Committee Report section of the meeting.

The VHA has a new waiting list application process, which is online. It is not exclusively online. If someone needs a paper application it will be made available to them. The online process will make it more efficient for the VHA to manage the waiting list and process applicants faster. This online process was an add on to the existing Yardi software that the Authority is currently using.

The contract for the interior and plumbing upgrades at Kidston and Olivio Towers will be awarded tonight during the resolution section of the meeting. The plumbing will be replaced and the bathrooms will be replaced at Kidston, which is the largest part of this contract.. In order to start this process, two risers will need to be emptied at Kidston Towers, which is approximately 20 tenants. Over the last couple of months these tenants have been moving from Kidston to either Olivio, Tarkiln or D'Orazio. A few more tenants will be moved by the beginning of September and

the project will be ready to begin. Once the two risers are completed they will become “hotel units” and residents will be moved internally in the building in and out of these “hotel” units. The stay in the “hotel” units will be for about 4-6 weeks. This project is expected to take a year to 18 months to complete.

Mrs. Jones will explain and discuss resolutions during the resolution section of the meeting.

There are a lot of vacancies the VHA is working on filling that were vacated during COVID and were kept open so that the tenants from Kidston could move into them. The Authority is on a big push to lease up these units.

As far as getting back to “normal” the Authority was looking at September to start having the administrative staff back in full time. It is still on the agenda and will see what happens. The VHA will basically follow the CDC guidelines. The staff is currently working from home some days and in the office on others.

Mrs. Jones stated if the Board was in agreement, the meeting tonight could be considered the August Board Meeting. There isn't anything pressing to do in August other than pay the bills. The Authority will continue to pay the bills based on the budget. Mrs. Jones asked to discuss the times of the future meetings. The Board originally was meeting at 7 p.m. The Board can choose to stay at 7 p.m. or possibly change to 6 p.m. Mrs. Jones stated if we move to 6 p.m. Commissioner Peretti may be able to attend more often. Mrs. Jones asked if 6 p.m. would work for everybody. Commissioner Chapman stated it was okay by him. Mrs. Jones informed the Board that Commissioner Cartagena resigned from the Board. Her scheduling has become more complex and she decided it would be best for the Authority to obtain a commissioner that could attend more regularly. The Authority does have a resident from Tarkiln Acres name Jacqueline Cruz who has agreed to be appointed. Ms. Cruz's information will be sent over to the clerk. Also, Commissioner Forsisky timed out with the required classes.. The Authority will be requesting the City to appoint another commissioner.

Committee Report: Commissioner Chapman stated the Budget Committee met which consisted of Chairman Ruiz-Mesa, Commissioner Asselta and himself. Commissioner Chapman reported to Commissioner Luisi that there are no surprises in the budget. It was very well prepared and in his opinion one of the most thorough budgets that he has seen over the years. The budget was broken down thoroughly. With the RAD conversion it is a better operating scenario and the Authority will receive more rent and administrative fees.

Mrs. Jones commented there are some capital items that can be discussed at another meeting that is not part of this and she stated with moving to RAD the Authority is able to save money in its reserve where in the past the Authority wasn't able to this under Public Housing regulations. Parkview, Tarkiln, Asselta, Kidston, Olivio and the office is fully funded with reserves. In the administrative area a new roof will be needed in the next couple of years or so and it will be completed with funds in the Reserve for Replacement. The Authority now has the funds outside of operations to complete projects such as the roof and parking lots. The Authority has a major repair coming up which is the replacement of the electrical feed to the administrative building. The Authority recently purchased \$15,000 on wiring and the electrician will come out to complete the repair on a weekend because it will be necessary to shut down the power to the entire building.

Mrs. Jones stating moving to RAD is beneficial to the properties, the COCC fund and the Section 8. The Authority is receiving more funds through Section 8 for all of the VHA's RAD properties.

Old Business: None.

New Business: Commissioner Chapman wanted to reference the fact that while there are only four commissioners at this evening's meeting, Commissioner Asselta and himself are quickly coming to the end of their term in November. He just thinks it behooves the Board and everyone should know that depending upon on what happens with Commissioner Asselta and himself as their appointment goes that his concern is for the housing authority on the business end to get people here and to make sure the housing authority can continue to run. Commissioner Chapman wanted to express his concern about this. In all of the years Commissioner Chapman has been on the Board there has always been 7 maybe 6 attend a meeting. Today there is only 4 at the meeting. To continue this way the Authority is going to struggle. Chairman Ruiz-Mesa stated they are both excellent Board Members and he is hoping they will be reappointed.

With no other discussion in related matters the Chairman moved to the Resolutions.

Resolution #2021-32
Resolution to Approve Monthly Expenses

Chairman Ruiz-Mesa has reviewed the expenses and recommends them for payment in the sum of \$1,539,162.47. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2021-33
Budget 2021-2022 (Annual – State and Capital Budget)

Chairman Ruiz-Mesa called for a motion to approve Resolution #2021-33. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2021-34
Extend Elevator Maintenance Services Contract (extension 2 of 2)

Mrs. Jones explained this is an extension of the contract with the current vendor. Chairman Ruiz-Mesa called for a motion to approve Resolution #2021-34. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2021-35
Approving Change Order #3 for Asselta Acres Camera Project

Mrs. Jones explained this change order is to extend the timeframe of the contract and does not increase the cost. Chairman Ruiz-Mesa called for a motion to approve Resolution #2021-35. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2021-36
Authorize Memorandum of Understanding between VHA and Southern NJ Continuum of Care of Emergency Housing Vouchers

Mrs. Jones explained a couple of months ago HUD had extended Emergency Housing Vouchers for certain Housing Authorities who had the capacity to administer them.. They offered the VHA 15 vouchers for Emergency Housing purposes. These vouchers are to be issued to individuals that are either victims of domestic violence, homeless or other reasons as listed in the notice. In order for the VHA to issue these vouchers, the referrals have to come from a "Continuum of Care" (COC) which is a combination of Social Service agencies that form under HUD guidelines. These agencies provide a variety of services for people (homeless, human trafficking or domestic violence). The Housing Authority must have an MOU with a COC to get the referrals for these vouchers. Once we receive the referrals we can house the individual and/or family. This will involve an Occupancy Specialist that has been hired part-time to assist in housing 15 families. This Occupancy Specialist will need to have boots on the ground and maybe find first month's rent, security deposit, furniture, utility deposits and whatever it is going to take to get the families housed. It will be done in conjunction with the COC. The issue in Cumberland County is housing inventory. There is really none and this will be very difficult. If there is funding available Mrs. Jones requested an additional 15. The Biden Administration is pushing this hard. As far as scale goes, the DCA received approximately 800 Emergency Housing Vouchers. Brief discussion on the funds available for tenants who are unable to pay their rent. Chairman Ruiz-Mesa called for a motion to approve Resolution #2021-36. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2021-37
Reject Request for Proposals for Architectural and Engineering Services

Mrs. Jones explained an advertisement was placed for A & E Services. Only one response was received. There was an issue with the response and it will be deemed nonresponsive. The Authority also wanted to increase the scope of the RFP to include the roofs at Tarkiln Acres. The Authority will rebid again. The one response needs to be rejected in order to rebid again. Chairman Ruiz-Mesa called for a motion to approve Resolution #2021-37. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2021-38

Approving Expenditure for Kidston & Olivio Towers Interior and Plumbing Renovations

Chairman Ruiz-Mesa called for a motion to approve Resolution #2021-38. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

There is no need for Executive Session.

Chairman Ruiz-Mesa asked for comments from the press and/or public. No additional comments from Board Members.

With no further business to discuss, Chairman Ruiz-Mesa entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 5:34 p.m.

Respectfully submitted,



Jacqueline S. Jones
Secretary/Treasurer

Housing Authority of the City of Vineland

Administrative Report

DATE: September 8, 2021

TO: Board of Commissioners, Vineland Housing Authority

FROM: Jacqueline S. Jones, Executive Director

SUBJECT: Monthly Report (Stats for August 2021)

PERIOD: July 11, 2021 to September 7, 2021

COVID-19 Pandemic – Operating Status

The Authority is implementing a process to “return to normal” Operating Status. The Maintenance Staff is now gathering in one central location as was the practice pre-COVID. The Administrative Staff are scheduled for working in the office or off-site on a week-to-week basis. This status will remain in effect for the foreseeable future as we continue to monitor information from the Governor’s updates and recommendations from the CDC. Wearing masks in the office, shop, common spaces and resident apartments will remain in effect.

Budget for the Year-Ending 9/30/2022

The budget for the year-ending 9/30/2022 will be presented to the board for **adoption** at the meeting. The NJ Department of Community Affairs has approved the budget. The final step is adoption by the board.

Rental Assistance Demonstration (RAD) Conversions - Status

Below is a table with the RAD Conversion Status for each property. Tarkiln Asselta Acres, Parkview Apartments, Kidston Towers and Olivio Towers have been converted to RAD. These properties are no longer considered “Public Housing” and are now known as Project Based Section 8 properties.

Development	CHAP Award Date	RAD Closing Date	RAD Effective Date
Kidston/Olivio	02/13/2018	11/06/2020	12/01/2020
Tarkiln/Asselta	03/25/2015	11/16/2018	12/01/2018
Parkview	03/25/2015	11/16/2018	12/01/2018
D’Orazio	12/07/2018	TBD	TBD

Tarkiln & Asselta – Renovation Projects

Scope of Work	Work Status	Comments
<p style="text-align: center;">Asselta Acres – New Cameras & Recording System</p>	<p style="text-align: center;">Awarded at March 2021 Meeting</p>	<p style="text-align: center;">6/2021 – Work substantially completed, new cameras and equipment have been installed; 7/2021 - Working through punch list with Professional Team and Contractor 9/2021 – Troubleshooting equipment with Manufacturer and Contractor, contract to be extended to allow for additional time to complete the project;</p>
<p style="text-align: center;">Tarkiln Acres – Roof Replacements</p>	<p style="text-align: center;">In Planning Stage</p>	<p style="text-align: center;">6/2021 – No Update; 9/2021 – A&E proposals received and under review;</p>

Kidston & Olivio Towers – Renovation Projects

The following renovation projects are part of the improvements as a result of the RAD conversion:

Scope of Work	Work Status	Comments
KT/OT Roof Replacements	Contract Awarded/In Progress/	<p>5/2021 Change Order for Time Extension – No Cost Change 6/2021 Work substantially completed, punch-list and project close-out currently underway; 9/2021 Work substantially complete, project close-out currently underway;</p>
<p>KT/OT Exterior Renovations (Façade caulking/sealing & selective repointing);</p> <p>KT – New elevator lobby windows; stair tower window replacement;</p> <p>OT – Complete window replacement in units & common areas; painting of A/C sleeves; replace window unit stools throughout;</p>	Contract Award Expected April 2021	<p>5/2021 – Resolution to Reject Bids; Bids are Over Budget; Re-bidding project under consideration; 6/2021 – No Update; 7/2021 – No Update; 9/2021- No Update;</p>
<p>KT – Interior Plumbing Renovations (Replacement of plumbing stacks; domestic water filtration system; new fire-rated access panels; complete unit bathroom replacements; accessibility upgrades common area restrooms; domestic water filtration system; domestic water pump; Accessibility upgrades to common area restrooms;</p>	July-August 2021 Award Anticipated	<p>Pre-bid meeting was held on site May 11, 2021, with potential contractors; 6/2021 - Bids Received on June 10, 2021 – under review; Resolution to Reject Bids; Bids are Over Budget; 7/2021- Re-bidding project; Bids are due July 15, 2021, a recommendation will be made after the bid opening; 7/2021 – Contract Awarded; 8/2021 – Kick-off meeting held with contractor; 9/2021 – Currently in submittals process with Professional Team;</p>

Kidston & Olivio Towers – Renovation Projects (cont.)

The following renovation projects are part of the improvements as a result of the RAD conversion:

KT/OT – Elevator Refurbishment;	In Planning Stage	6/2021 – Project kickoff meetings scheduled with Architect; 8/2021 – Project scope has been determined, working with Professional Team on design documents;
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D’Orazio Terrace – Redevelopment

The board discussion regarding the D’Orazio Terrace will continue. The Scattered Site homes are to be sold prior to the redevelopment of D’Orazio Terrace; The proceeds from the sale of the Scattered Site homes will be used in the D’Orazio Terrace redevelopment, but the sales must occur prior to redevelopment or the Authority must return the sales proceeds to HUD.

Scattered Site Disposition – Status

- *Three Real Estate Sales Professionals were awarded for the sale of the homes; Walk through of three (3) homes has been completed; The suggested sales prices are over a very wide range; Update appraisals are ordered to provide a reasonable market price*
- *A questionnaire to Scattered Site residents was sent and approximately 80% of the residents have responded to the survey; These responses will indicate which families would like to purchase a home or continue to rent; Once the surveys have been reviewed, meetings with each family will be scheduled;*
- *An RFP has been issued for a credit counseling service to assist residents in purchasing a home or obtaining rental housing;*

Melrose Court

The property currently has one vacancy and is financially sound. There is one family that is in the approval process with the NJ Housing and Mortgage Finance Agency. The waiting list is strong with applicants.

Board of Commissioners NJ Local Housing Authority Training Program Status

Commissioner	Training Program Status
Brian Asselta	Completed
Chris Chapman	Completed
Skip Luisi	Completed
Mario Ruiz-Mesa	Completed
Daniel J. Peretti, Jr.	Completed
Vacant	
Vacant	

- **The Fall 2021 Schedule for the NJ Local Housing Authority and Redevelopment Training Program classes are available online at: <https://cgs.rutgers.edu/programs/housing> NJ Local Housing Authority and Redevelopment Agency Training Program**

Please contact Gloria Pomales, Executive Assistant, to register for these classes – gpomales@vha.org or 856-691-4099 Ext 106

Program Statistics Report

10/2020 - 10/2021

Aug2021

Jul2021

Jun2021

Tenant Accounts Receivable			
Number of "non-payment of rent" cases referred to the solicitor	0	0	0
Tenant Relations			
Total number of units to be inspected in fiscal year	600	600	600
Number of inspections actually completed this month - all sites	12	1	14
Total number of units inspected year-to-date - all sites	254	242	241
City Inspections	0	0	17
Occupancy			
Monthly Unit Turnaround Time (Avg) (Down, Prep & Leasup Time)	258	N/A	340
Annual Unit Turnaround Time (For Fiscal Year)	278	314	314
Monthly - Number of Vacancies Filled (this month)	9	0	7
Monthly - Average unit turnaround time in days for Lease Up	248	N/A	244
Monthly - Average unit turnaround time in days to Prep Unit (Maint)	22	N/A	34.71
PIC Score	98.00%	98.00%	98.68%
Occupancy Rate	87.83%	86.67%	87.17%
Public Housing & RAD Waiting List Applicants			
Families - OPEN FOR 3,4,5 & 6 Bedrooms; 2 Bedroom List Remains Closed;	310	305	305
Elderly (Seniors - 62+)/Disabled - OPEN FOR 0 & 1 Bedrooms	463	463	464
Average work order turnaround time in days - Tenant Generated	0.12	0.08	0.09
Number of routine work orders written this month	539	445	549
Number of outstanding work orders from previous month	208	239	260
Total number of work orders to be addressed this month	747	684	809
Total number of work orders completed this month	517	476	570
Total number of work orders left outstanding	230	208	239
Number of emergency work orders written this month	2	1	2
Total number of work orders written year-to-date	3,408	2,869	2,869
AFTER HOUR CALLS: (plumbing, lockouts, toilets stopped-up, etc.)	8	10	7
Section 8			
Level of leased units of previous month was:	903	912	915
Level of leased units this month is:	899	903	912
Number of increased leased-units over last month	-4	-4	0
Total number of units inspected this month	6	3	9
Programs (Voucher):			
ABA Utilization %	84%	99%	99%
Repayment Agreements	8	8	7
Total repayments due YTD	\$23,673	\$23,673	\$ 21,745
Total repayments received YTD	\$ 251	\$ 10	\$ 10
PIC Score (Oakview added 10/13)	99.00%	99.00%	99.45%
Section 8 Housing Choice Voucher Waiting List Applicants - Opening Mid-July '21	793	793	793
Section 8 Project Based Waiting List Applicants- Oakview - OPEN	202	202	202
Section 8 Project Based Waiting List Applicants- Buena HA - OPEN	63	63	60
Section 8 - Percentage Housed Based on Income Limit - ELI vs VLI/LI	74%/26%	74%/26%	76%/24%
Department of Social Services - FSS			
Family Self-Sufficiency - Public Housing and Section 8 Voucher Combined			
The number of residents that received "outreach" information about FSS	20	14	12
The number of residents signed on to the program. (FSS Contracts).	29	29	29
The number of FSS Participants with established escrow accounts.	14	14	17
Number of residents in need of employment skills (GED, DL, Job Training.)	3	2	2
The number of meetings, workshops and case management services	6	4	9
Congregate Services			
	29	29	36
Number of clients on Meal Program	19	21	21
Number of clients on Homemaking Program	20	18	20
Number of clients on Laundry Services (This service is included in housekeeping)	11	11	11
Number of clients on Shopping Services (This service is included in housekeeping)	7	7	7

Program Statistics Report

10/2020 - 10/2021

Aug2021

Jul2021

Jun2021

Registered Nurse			
Number of clients served this month	109	114	105
Blood Pressure Clinics (clinics) # of residents attending	0	0	0
Health Assessments/re-assessments	6	5	3
Meds Supervision	31	38	50
VHA - ROSS (FAMILY)			
Number of Resident on ROSS (Family)	40	40	42
Number of residents that received case management services	6	4	9
Number of Meetings	6	4	9
Number of residents enrolled in academic/employment workshops (FSS)	3	2	2
VHA - ROSS (MEDICAL)			
Number of residents received health assessments for the month	2	2	1
Number of residents - health activities of daily living assessments	6	5	3
ROSS - residents medical monitoring for the month	31	38	50
ROSS / self-sufficiency - improve living conditions	6	5	3
Community Development Block Grant Program			
Clients Served			
Number of new clients served	0	0	0
Number of ongoing clients	70	70	71
Total clients currently being served this month	6	4	9
Income			
Median Family Income (MFI)	0	0	0
Moderate 80%-51% (MFI)	27%	27%	28%
Low 50%-31% (MFI)	23%	23%	23%
Very Low 30%-0% (MFI)	20%	20%	20%
Client Demographics			
White	9	9	9
Black	6	6	6
American Indian	0	0	0
Asian	0	0	0
Other	0	0	0
Hispanic	55	55	56
Non-Hispanic	15	15	15

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2021-39

A Resolution Approving Regular Monthly Expenses

WHEREAS, the Housing Authority of the City of Vineland incurred various financial obligations since the last meeting; and it is the desire of the Commissioners of said Authority to have their obligations kept current; and,

WHEREAS, prior to the Board meeting, a member of the Board of Commissioners read and reviewed the itemized list of incurred expenses attached hereto and does recommend payment of the expenses on the Check List in the amount of \$_____.

NOW, THEREFORE, BE IT RESOLVED that the Secretary-Treasurer be and is hereby authorized to pay the monthly bills that are presented to the Board of Commissioners for consideration on this date.

ADOPTED: September 16, 2021

MOVED/SECONDED:

Resolution moved by Commissioner

Resolution seconded by Commissioner

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Daniel Peretti				
Brian Asselta				
Mario Ruiz-Mesa – Chairman				

VINELAND HOUSING AUTHORITY

BY: Mario Ruiz-Mesa – Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on September 16, 2021 at the Brown Community Center – 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2021-40

Resolution Extending Painting Services Contract

WHEREAS, the Housing Authority of the City of Vineland recognizes the need to have painting services; and

WHEREAS, the Housing Authority of the City of Vineland previously awarded the bid for Painting Services to JC's Custom Painting; and

WHEREAS, the contract allowed for a renewal option (extension 2 of 2); and

WHEREAS, the Housing Authority of the City of Vineland desires to extend the Painting Services Contract to JC's Custom Painting for an additional period commencing October 1, 2021 through September 30, 2022; and

WHEREAS, it is recommended the Board of Commissioners award a contract extension to JC's Custom Painting to provide the Housing Authority of the City of Vineland with its painting services for the period October 1, 2021 through September 30, 2022 a total proposal price as per estimated quantities in unit pricing table attached hereunto.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby authorizes its executive director or his designee to prepare and execute the Painting Services contract to JC's Custom Painting for the term indicated above.

ADOPTED: September 16, 2021

MOVED/SECONDED:

Resolution moved by Commissioner

Resolution seconded by Commissioner

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Daniel Peretti				
Brian Asselta				
Mario Ruiz-Mesa – Chairman				

VINELAND HOUSING AUTHORITY

BY: Mario Ruiz-Mesa – Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on September 16, 2021 at the Brown Community Center – 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

CERTIFICATION

Funding is available for:

PAINING SERVICES CONTRACT

from the Operating Budget. The line item to be charged for the above expenditure is Account # 4430-05-000.

Wendy Hughes
Certifying Financial Officer

Date

THE HOUSING AUTHORITY OF THE CITY OF VINELAND

UNIT PRICING IS FOR LABOR ONLY - CONTRACTOR MUST FILL IN ALL FIELDS

APARTMENT PAINTING

UNIT PRICING TABLE PAGE 1 OF 5

ITEM	DESCRIPTION	UNIT PRICE	ESTIMATED QUANTITY	TOTAL PRICE
PAINTING (UNOCCUPIED APARTMENT)				
U-APRT-1	Provide price to paint an UNOCCUPIED EFFICIENCY apartment	475	5	2375
U-APRT-2	Provide price to paint an UNOCCUPIED ONE BEDROOM apartment	620	5	3100
U-APRT-3	Provide price to paint an UNOCCUPIED TWO BEDROOM apartment	750	4	3000
U-APRT-4	Provide price to paint an UNOCCUPIED THREE BEDROOM apartment	975	4	3900
U-APRT-5	Provide price to paint an UNOCCUPIED FOUR BEDROOM apartment	1300	4	5200
U-APRT-6	Provide price to paint an UNOCCUPIED FIVE BEDROOM apartment	1550	1	1550
U-APRT-7	Provide price to paint an UNOCCUPIED SIX BEDROOM apartment	2200	1	2200
PAINTING BY ROOM (UNOCCUPIED APARTMENT)				
U-RM-1	Provide price to paint KITCHEN in UNOCCUPIED apartment	175	1	175
U-RM-2	Provide price to paint BATHROOM in UNOCCUPIED apartment	110	1	110
U-RM-3	Provide price to paint HALF BATHROOM in UNOCCUPIED apartment (no tub)	70	1	70
U-RM-4	Provide price to paint BEDROOM in UNOCCUPIED apartment	175	1	175
U-RM-5	Provide price to paint HALLWAY in UNOCCUPIED apartment	110	1	110
U-RM-6	Provide price to paint LIVINGROOM in UNOCCUPIED apartment	175	1	175
SEALING (UNOCCUPIED APARTMENT)				
U-RM-SL-1	Provide price to seal an UNOCCUPIED EFFICIENCY apartment	250	1	250
U-RM-SL-2	Provide price to seal an UNOCCUPIED ONE BEDROOM apartment	320	1	320
U-RM-SL-3	Provide price to seal an UNOCCUPIED TWO BEDROOM apartment	390	1	390
U-RM-SL-4	Provide price to seal an UNOCCUPIED THREE BEDROOM apartment	490	1	490
U-RM-SL-5	Provide price to seal an UNOCCUPIED FOUR BEDROOM apartment	675	1	675
U-RM-SL-6	Provide price to seal an UNOCCUPIED FIVE BEDROOM apartment	800	1	800
U-RM-SL-7	Provide price to seal an UNOCCUPIED SIX BEDROOM apartment	1150	1	1150
U-RM-SL-8	Provide price to seal KITCHEN in UNOCCUPIED apartment	90	1	90
U-RM-SL-9	Provide price to seal BATHROOM in UNOCCUPIED apartment	60	1	60
U-RM-SL-10	Provide price to seal HALF BATHROOM in an UNOCCUPIED apartment(no tub)	35	1	35
U-RM-SL-11	Provide price to seal LIVINGROOM in UNOCCUPIED apartment	90	1	90
U-RM-SL-12	Provide price to seal BEDROOM in UNOCCUPIED apartment	60	1	60
U-RM-SL-13	Provide price to seal HALLWAY in UNOCCUPIED apartment	90	1	90

ESTIMATED QUANTITIES LISTED ARE FOR CALCULATION PURPOSES ONLY.

THE HOUSING AUTHORITY RESERVES THE RIGHT TO ADJUST THESE QUANTITIES AS NEEDED ON A PER APARTMENT BASIS.



THE HOUSING AUTHORITY OF THE CITY OF VINELAND

UNIT PRICING IS FOR LABOR ONLY - CONTRACTOR MUST FILL IN ALL FIELDS

APARTMENT PAINTING

UNIT PRICING TABLE PAGE 2 OF 5

ITEM	DESCRIPTION	UNIT PRICE	ESTIMATED QUANTITY	TOTAL PRICE
MISCELLANEOUS PAINTING (UNOCCUPIED APARTMENT)				
U-DR	Provide price to paint a door in UNOCCUPIED apartment	20	50	1,000
U-BB	Provide price to paint metal baseboard heat enclosure in UNOCCUPIED apartment (by linear foot)	\$1.00'	100	100
U-CC	Provide price to paint metal convector cover in UNOCCUPIED apartment	16	50	800
U-STRS	Provide price to paint stairs in an UNOCCUPIED apartment	70	5	350
U-SPRPIPE	Provide price to paint sprinkler piping within UNOCCUPIED apartment (KIDSTON & OLIVIO ONLY)	80	1	80
U-CBNTS	Provide price to paint kitchen cabinets within UNOCCUPIED apartment	300	1	300
U-HNDRL	Provide price to paint exterior metal hand rails at UNOCCUPIED apartment	50	5	250
MISCELLANEOUS SEALING (UNOCCUPIED APARTMENT)				
U-DR-SL	Provide price to seal a door in a UNOCCUPIED apartment	10	25	250
U-BB-SL	Provide price to seal metal baseboard heat enclosure in a UNOCCUPIED apartment (by linear foot)	.50'	100	50
U-CC-SL	Provide price to seal metal convector cover in an UNOCCUPIED apartment	8	25	200
U-STRS-SL	Provide price to seal stairs in an UNOCCUPIED apartment	70	5	350
U-SPRPIPE-SL	Provide price to seal sprinkler piping within apartment in an UNOCCUPIED apartment (KIDSTON & OLIVIO ONLY)	80	1	80
U-CBNTS-SL	Provide price to seal kitchen cabinets in an UNOCCUPIED apartment	150	1	150
U-SPOT-SL	Provide a SQUARE FOOT price to spot seal/prime in an UNOCCUPIED apartment	.35	350	122.50

ESTIMATED QUANTITIES LISTED ARE FOR CALCULATION PURPOSES ONLY.

THE HOUSING AUTHORITY RESERVES THE RIGHT TO ADJUST THESE QUANTITIES AS NEEDED ON A PER APARTMENT BASIS.



THE HOUSING AUTHORITY OF THE CITY OF VINELAND

UNIT PRICING IS FOR LABOR ONLY - CONTRACTOR MUST FILL IN ALL FIELDS

APARTMENT PAINTING

UNIT PRICING TABLE PAGE 3 OF 5

ITEM	DESCRIPTION	UNIT PRICE	ESTIMATED QUANTITY	TOTAL PRICE
PAINTING (OCCUPIED APARTMENT)				
O-APRT-1	Provide price to paint an OCCUPIED EFFICIENCY apartment	680	25	17,000
O-APRT-2	Provide price to paint an OCCUPIED ONE BEDROOM apartment	770	25	19,250
O-APRT-3	Provide price to paint an OCCUPIED TWO BEDROOM apartment	1020	25	25,500
O-APRT-4	Provide price to paint an OCCUPIED THREE BEDROOM apartment	1340	25	33,500
O-APRT-5	Provide price to paint an OCCUPIED FOUR BEDROOM apartment	1650	10	16,500
O-APRT-6	Provide price to paint an OCCUPIED FIVE BEDROOM apartment	2150	5	10,750
O-APRT-7	Provide price to paint an OCCUPIED SIX BEDROOM apartment	2550	1	2550
PAINTING BY ROOM (OCCUPIED APARTMENT)				
O-RM-1	Provide price to paint KITCHEN in an OCCUPIED apartment	350	1	350
O-RM-2	Provide price to paint BATHROOM in an OCCUPIED apartment	230	1	230
O-RM-3	Provide price to paint HALF BATHROOM in an OCCUPIED apartment (no tub)	120	1	120
O-RM-4	Provide price to paint LIVING ROOM in an OCCUPIED apartment	350	1	350
O-RM-5	Provide price to paint BEDROOM in an OCCUPIED apartment	290	1	290
O-RM-6	Provide price to paint HALLWAY in an occupied apartment	290	1	290
SEALING BY ROOM (OCCUPIED APARTMENT)				
O-RM-SL-1	Provide price to seal an OCCUPIED EFFICIENCY apartment	340	1	340
O-RM-SL-2	Provide price to seal an OCCUPIED ONE BEDROOM apartment	380	1	380
O-RM-SL-3	Provide price to seal an OCCUPIED TWO BEDROOM apartment	520	1	520
O-RM-SL-4	Provide price to seal an OCCUPIED THREE BEDROOM apartment	650	1	650
O-RM-SL-5	Provide price to seal an OCCUPIED FOUR BEDROOM apartment	825	1	825
O-RM-SL-6	Provide price to seal an OCCUPIED FIVE BEDROOM apartment	1075	1	1075
O-RM-SL-7	Provide price to seal an OCCUPIED SIX BEDROOM apartment	1250	1	1250
O-RM-SL-8	Provide price to seal KITCHEN in an OCCUPIED apartment	180	3	540
O-RM-SL-9	Provide price to seal BATHROOM in an OCCUPIED apartment	120	3	360
O-RM-SL-10	Provide price to seal HALF BATHROOM in an OCCUPIED apartment(no tub)	60	3	180
O-RM-SL-11	Provide price to seal LIVING ROOM in an OCCUPIED apartment	175	3	525
O-RM-SL-12	Provide price to seal BEDROOM in an OCCUPIED apartment	145	1	145
O-RM-SL-13	Provide price to seal HALLWAY in an OCCUPIED apartment	145	1	145

ESTIMATED QUANTITIES LISTED ARE FOR CALCULATION PURPOSES ONLY.
 THE HOUSING AUTHORITY RESERVES THE RIGHT TO ADJUST THESE QUANTITIES AS NEEDED ON A PER APARTMENT BASIS.



THE HOUSING AUTHORITY OF THE CITY OF VINELAND

UNIT PRICING IS FOR LABOR ONLY - CONTRACTOR MUST FILL IN ALL FIELDS

APARTMENT PAINTING

UNIT PRICING TABLE PAGE 4 OF 5

ITEM	DESCRIPTION		ESTIMATED QUANTITY	TOTAL PRICE
MISCELANOUS PAINTING (OCCUPIED APARTMENT)				
O-DR	Provide price to paint a door in an OCCUPIED apartment	28	50	1400
O-BB	Provide price to paint metal baseboard heat enclosure in an OCCUPIED apartment (by linear foot)	2'	100	200
O-CC	Provide price to paint metal convector cover in an OCCUPIED apartment	16	15	240
O-SPRPIPE	Provide price to paint sprinkler piping within an OCCUPIED apartment (KIDSTON & OLIVIO ONLY)	120	10	1200
O-CBNTS	Provide price to paint kitchen cabinets in an OCCUPIED apartment	290	1	290
O-HNDRL	Provide price to paint metal hand rails at an OCCUPIED apartment	60	1	60
MISCELANOUS SEALING (OCCUPIED APARTMENT)				
O-DR-SL	Provide price to seal a door in an OCCUPIED apartment	14	10	140
O-BB-SL	Provide price to seal metal baseboard heat enclosure in an OCCUPIED apartment (by linear foot)	1'	100	100
O-CC-SL	Provide price to seal metal convector cover in an OCCUPIED apartment	8	15	120
O-SPRPIPE-SL	Provide price to seal sprinkler piping within an OCCUPIED apartment (KIDSTON & OLIVIO ONLY)	120	1	120
O-CBNTS-SL	Provide price to seal kitchen cabinets in an OCCUPIED apartment	150	1	150
O-SPOT-SL	Provide a SQUARE FOOT price to spot seal/prime in an OCCUPIED apartment	.35	150	52.50
MISCELANOUS PAINTING				
KT-HALL	Provide price to paint 1 hallway at Kidston Towers.	1800	10	18,000
OT-HALL	Provide price to paint 1 hallway at Olivio Towers.	2500	8	20,000
KT-STAIR	Provide price to paint 1 stair tower at Kidston Towers.	3200	2	6400
OT-STAIR	Provide price to paint 1 stair tower at Olivio Towers.	3200	2	6400
U-HOUSE	Provide price to paint 1 unoccupied single family home.	2550	5	12,750
U-HSESPOT-SL	Enter a SQUARE FOOT price to spot seal/prime in an unoccupied single family house.	.35	100	35
O-HOUSE	Provide price to paint 1 occupied single family home.	3500	1	3500
O-HSESPOT-SL	Enter a SQUARE FOOT price to spot seal/prime in an occupied single family house.	.50'	100	50
U-HOURS	Provide hourly rate for painting related labor for work not covered in unit pricing table - UNOCCUPIED HOUSING UNIT	40	1	40
O-HOURS	Provide hourly rate for painting related labor for work not covered in unit pricing table - OCCUPIED HOUSING UNIT	42	1	42
P-STAIR	Provide price to polyurethane stairs in an UNOCCUPIED or SINGLE FAMILY HOUSE apartment	100	5	500



Provide total proposal price as per estimated quantities in unit pricing table	\$
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ESTIMATED QUANTITIES ARE FOR CALCULATION PURPOSES ONLY. HOUSING AUTHORITY RESERVES THE RIGHT TO ADJUST QUANTITIES AS NEEDED ON A PER APARTMENT BASIS

THE HOUSING AUTHORITY OF THE CITY OF VINELAND

UNIT PRICING IS FOR LABOR ONLY - CONTRACTOR MUST FILL IN ALL FIELDS

APARTMENT PAINTING

UNIT PRICING TABLE PAGE 5 OF 5

Apartment Size by "Average Total Square Footage"

370	Average Square footage for an EFFICIENCY apartment
704	Average Square footage for a ONE BEDROOM apartment
722	Average Square footage for a TWO BEDROOM apartment
756	Average Square footage for a THREE BEDROOM apartment
1008	Average Square footage for a FOUR BEDROOM apartment
940	Average Square footage for a FIVE BEDROOM apartment
1470	Average Square footage for a SIX BEDROOM apartment

1200 Sq. Ft	Average Single Family Home
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ESTIMATED QUANTITIES ARE FOR CALCULATION PURPOSES ONLY. HOUSING AUTHORITY RESERVES THE RIGHT TO ADJUST QUANTITIES AS NEEDED ON A PER APARTMENT BASIS

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2021-41

Resolution Extending Extermination Services Contract

WHEREAS, the Housing Authority of the City of Vineland recognizes the need to have extermination services; and

WHEREAS, the Housing Authority of the City of Vineland previously awarded the bid for Extermination Services to **Omega Pest Management LLC – 887 Willow Grove Rd., Pittsgrove, NJ 08318**; and

WHEREAS, the contract allowed for a renewal option (extension 2 of 2); and

WHEREAS, the Housing Authority of the City of Vineland desires to extend the Extermination Services Contract to Omega Pest Management LLC for an additional period commencing October 1, 2021 through September 30, 2022; and

WHEREAS, it is recommended the Board of Commissioners award a contract extension to Omega Pest Management to provide the Housing Authority of the City of Vineland with its extermination services for the period October 1, 2021 through September 30, 2022 per the rates attached hereunto.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby authorizes its executive director or his designee to prepare and execute the Extermination Services contract to Omega Pest Management for the term indicated above.

ADOPTED: September 16, 2021

MOVED/SECONDED:

Resolution moved by Commissioner

Resolution seconded by Commissioner

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Daniel Peretti				
Brian Asselta				
Mario Ruiz-Mesa – Chairman				

VINELAND HOUSING AUTHORITY

BY: Mario Ruiz-Mesa – Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on September 16, 2021 at the Brown Community Center – 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

CERTIFICATION

Funding is available for:

EXTERMINATION SERVICES CONTRACT

from the Operating Budget. The line item to be charged for the above expenditure is Account # 4430-07-000.

Wendy Hughes
Certifying Financial Officer

Date

THE HOUSING AUTHORITY OF THE CITY OF VINELAND

UNIT PRICING - CONTRACTOR MUST FILL IN ALL FIELDS - DO NOT ALTER FORM
EXTERMINATING SERVICES

UNIT PRICING TABLE PAGE 1 OF 2

CODE	DESCRIPTION	UNIT PRICE (TREATMENT FOR 1 MONTH)	# OF TIMES SERVICES ARE RENDERED	TOTAL PRICE
EXT-ASSELTA	Provide price to exterminate at Asselta Acres (Defined in specification above, service <u>all units</u> 1 time)	\$142.50	12	\$1710.00-
EXT-PARKVIEW	Provide price to exterminate at Parkview Apartments (Defined in specification above, service <u>all units</u> 1 time)	\$73.75	12	\$ 885.00-
EXT-KIDSTON	Provide price to exterminate at Kidston Towers (Defined in specification above, service <u>all units</u> 1 time)	\$292.75	12	\$ 3513.00
EXT-DORAZIO	Provide price to exterminate at D'Orazio Terrace (Defined in specification above, service <u>all units</u> 1 time)	\$286.00	6	\$ 1716.00-
EXT-OLIVIO	Provide price to exterminate at Olivio Towers (Defined in specification above, service <u>all units</u> 1 time)	\$286.00	6	\$ 1716.00-
EXT-TARKILN	Provide price to exterminate at Tarkiln Acres (Defined in specification above, service <u>75 units</u> 1 time)	214.50	12	\$2574.00-

ESTIMATED QUANTITIES LISTED ARE FOR CALCULATION PURPOSES ONLY.

THE HOUSING AUTHORITY RESERVES THE RIGHT TO ADJUST THESE QUANTITIES AS NEEDED.

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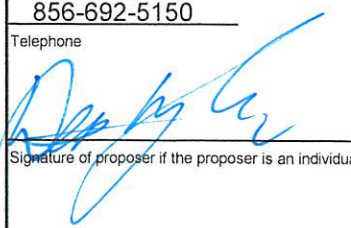
Total Price of all rows	\$ 12,114.00 -
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Twelve Thousand one hundred fourteen dollars and no cents

TOTAL PRICE IN WRITTEN WORD FORM

Total number of units by site:	
Asselta Acres	50
Parkview	25
Kidston Towers	103
D'Orazio Terrace	100
Olivio Towers	100
Tarkiln Acres	150

The bid price is to contain all direct and indirect costs, including out-of-pocket expenses.

Omega Pest Management LLC <u>Dennis Mayhew</u>	
Firm Name	
887 Willow Grove Rd., Pittsgrove, NJ 08318	
Street, Town, State, Zip Code	
Telephone <u>856-692-5150</u>	Fax <u>856-839-0220</u>
Sworn to and subscribed before me on this _____ day of _____, 20____	
Signature of proposer if the proposer is an individual 	Notary Public (SEAL)
Signature of partner if proposer is a partnership	Title
Signature of officer if the proposer is a corporation	Title

THE HOUSING AUTHORITY OF THE CITY OF VINELAND

UNIT PRICING - CONTRACTOR MUST FILL IN ALL FIELDS - **DO NOT ALTER FORM**

EXTERMINATING SERVICES

UNIT PRICING TABLE PAGE 2 OF 2

CODE	DESCRIPTION	UNIT PRICE	Estimated Hours	Total
EXT-BED-0BR	Provide Price for treatment of Bed Bugs in an efficiency apartment.	\$275.00		
EXT-BED-1BR	Provide Price for treatment of Bed Bugs in a one (1) bedroom apartment.	\$300.00		
EXT-BED-2BR	Provide Price for treatment of Bed Bugs in a two (2) bedroom apartment.	\$350.00		
EXT-BED-3BR	Provide Price for treatment of Bed Bugs in a three (3) bedroom apartment.	\$400.00		
EXT-BED-4BR	Provide Price for treatment of Bed Bugs in a four (4) bedroom apartment.	\$450.00		
EXT-BED-5BR	Provide Price for treatment of Bed Bugs in a five (5) bedroom apartment.	\$500.00		
EXT-BED-6BR	Provide Price for treatment of Bed Bugs in a six (6) bedroom apartment.	\$550.00		
EXT-BED-HOUSE	Provide Price for treatment of Bed Bugs in a Single family home (not to exceed 1500 sq Ft.)	\$550.00		
EXT- HOURS	Provide Price for 1 exterminator per hour. (Estimated # of hours for the length of the contract is 20)	\$125.00	20	\$ 2500.00

Apartment Size by "Average Total Square Footage"

370	Average Square footage for an EFFICIENCY apartment
704	Average Square footage for a ONE BEDROOM apartment
722	Average Square footage for a TWO BEDROOM apartment
756	Average Square footage for a THREE BEDROOM apartment
1008	Average Square footage for a FOUR BEDROOM apartment
940	Average Square footage for a FIVE BEDROOM apartment
1470	Average Square footage for a SIX BEDROOM apartment
1200 Sq. Ft	Average Single Family Home

No count or clarification will be issued on the sizes or square footage of the apartments. See section 8 for a breakdown of the units by property. Apartments range from a 370 Square foot efficiency to a 1470 Square foot 6 bedroom apartment.

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

**RESOLUTION #2021-42
Resolution Awarding Management Fee Accountant Services Contract**

WHEREAS, the Housing Authority of the City of Vineland is required to have a professional certified public accountant to act as its Management Fee Accountant; and

WHEREAS, the Housing Authority of the City of Vineland has solicited Requests for Proposals for Management Fee Accountant services; and

WHEREAS, the Contract Committee was notified that one proposal was submitted; and

WHEREAS, the Contract Committee has reviewed the one proposal submitted; and,

WHEREAS, the Contract Committee agreed to recommend to its Board of Commissioners a one-year contract to _____, to provide the Housing Authority of the City of Vineland with its Management Fee Accountant services for its fiscal year commencing October 1, 2021 through September 30, 2022 for a cost of \$_____.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby authorizes its executive director or his designee to prepare and execute the Management Fee Accountant contract to _____, for the term indicated above.

ADOPTED: September 16, 2021

MOVED/SECONDED:

Resolution moved by Commissioner

Resolution seconded by Commissioner

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Daniel Peretti				
Brian Asselta				
Mario Ruiz-Mesa – Chairman				

VINELAND HOUSING AUTHORITY

BY: Mario Ruiz-Mesa – Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on September 16, 2021 at the Brown Community Center – 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

CERTIFICATION

Funding is available for:

FEE ACCOUNTANT SERVICES CONTRACT

from the Operating Budget. The line item to be charged for the above expenditure is Account # 4170-00-000.

Wendy Hughes
Certifying Financial Officer

Date

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2021-43

Resolution Awarding Professional Auditing Services Contract

WHEREAS, the Housing Authority of the City of Vineland is required to have professional auditing services performed annually; and

WHEREAS, the Housing Authority of the City of Vineland has solicited Requests for Proposals for auditing services for the fiscal year ending September 30, 2021; and

WHEREAS, two proposals for Auditing Services were submitted; and

WHEREAS, the Contract Committee has reviewed the two proposals submitted; and,

WHEREAS, the Contract Committee agreed to recommend to the Board of Commissioners contract to _____ for the Authority's auditing services contract at a cost not to exceed \$_____ for the fiscal year ending September 30, 2021; and

WHEREAS, said audit report shall be completed no later than June 30, 2022.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby authorizes its executive director or his designee to award the Auditing Services Contract to _____ for the fiscal year ending September 30, 2021.

ADOPTED: September 16, 2021

MOVED/SECONDED:

Resolution moved by Commissioner

Resolution seconded by Commissioner

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Daniel Peretti				
Brian Asselta				
Mario Ruiz-Mesa – Chairman				

VINELAND HOUSING AUTHORITY

BY: Mario Ruiz-Mesa – Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on September 16, 2021 at the Brown Community Center – 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

CERTIFICATION

Funding is available for:

AUDITING SERVICES CONTRACT

from the Operating Budget. The line item to be charged for the above expenditure is Account # 4171-00-000.

Wendy Hughes
Certifying Financial Officer

Date

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2021-44

Resolution Awarding Legal Services Contract – General Counsel

WHEREAS, the Housing Authority of the City of Vineland is required to have licensed legal representation to act as its solicitor; and

WHEREAS, the Housing Authority of the City of Vineland has solicited Requests for Proposals for Legal Services – General Counsel; and

WHEREAS, one proposal for Legal Services – General Counsel was submitted; and

WHEREAS, the Contract Committee has reviewed the one proposal submitted; and,

WHEREAS, the Contract Committee agreed to recommend to the Board of Commissioners a one-year contract to _____ to provide the Housing Authority of the City of Vineland with its general counsel legal services for its fiscal year commencing October 1, 2021 through September 30, 2022 for a yearly retainer of \$ _____ and per the rates attached hereunto.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby authorizes its executive director or his designee to prepare and execute the Legal Services – General Counsel Contract to _____ for the term indicated above.

ADOPTED: September 16, 2021

MOVED/SECONDED:

Resolution moved by Commissioner

Resolution seconded by Commissioner

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Daniel Peretti				
Brian Asselta				
Mario Ruiz-Mesa – Chairman				

VINELAND HOUSING AUTHORITY

BY: Mario Ruiz-Mesa – Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on September 16, 2021 at the Brown Community Center – 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

CERTIFICATION

Funding is available for:

LEGAL SERVICES CONTRACT

from the Operating Budget. The line item to be charged for the above expenditure is Account # 4130-04-000.

Wendy Hughes
Certifying Financial Officer

Date

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2021-45

Resolution Awarding Special Legal Services Contract – Labor Relations Counsel

WHEREAS, the Housing Authority of the City of Vineland is required to have licensed legal representation to act as its special legal solicitor; and

WHEREAS, the Housing Authority of the City of Vineland has solicited Requests for Proposals for Special Legal Services – Labor Relations Counsel; and

WHEREAS, three proposals for Special Legal Services – Labor Relations Counsel was submitted; and

WHEREAS, the Contract Committee has reviewed the three proposals submitted; and,

WHEREAS, the Contract Committee agreed to recommend to the Board of Commissioners a one-year contract to _____ to provide the Housing Authority of the City of Vineland with its special legal services for its fiscal year commencing October 1, 2021 through September 30, 2022 for a yearly retainer of \$_____ as per the rates attached hereunto.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby authorizes its executive director or his designee to prepare and execute the Special Legal Services – Labor Relations Counsel Contract to _____ for the term indicated above.

ADOPTED: September 16, 2021

MOVED/SECONDED:

Resolution moved by Commissioner

Resolution seconded by Commissioner

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Daniel Peretti				
Brian Asselta				
Mario Ruiz-Mesa – Chairman				

VINELAND HOUSING AUTHORITY

BY: Mario Ruiz-Mesa – Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on September 16, 2021 at the Brown Community Center – 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

CERTIFICATION

Funding is available for:

LEGAL SERVICES CONTRACT – LABOR RELATIONS COUNSEL

from the Operating Budget. The line item to be charged for the above expenditure is Account # 4130-04-000.

Wendy Hughes
Certifying Financial Officer

Date

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2021-46

Resolution Awarding Consulting Services Contract

WHEREAS, the Housing Authority of the City of Vineland has solicited Requests for Proposals for Consulting Services; and

WHEREAS, one Consulting Services company submitted a proposal; and

WHEREAS, the Contract Committee has reviewed the one proposal submitted; and,

WHEREAS, the Contract Committee agreed to recommend to the Board of Commissioners a one-year contract to _____ to provide the Housing Authority of the City of Vineland with its consulting services for one year commencing October 1, 2021 through September 30, 2022 per the rates attached hereunto.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby authorizes its executive director or his designee to prepare and execute the Consulting Services contract to _____ for the term indicated above.

ADOPTED: September 16, 2021

MOVED/SECONDED:

Resolution moved by Commissioner

Resolution seconded by Commissioner

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Daniel Peretti				
Brian Asselta				
Mario Ruiz-Mesa – Chairman				

VINELAND HOUSING AUTHORITY

BY: Mario Ruiz-Mesa – Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on September 16, 2021 at the Brown Community Center – 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

CERTIFICATION

Funding is available for:

CONSULTANT SERVICES CONTRACT

from the Operating Budget. The line item to be charged for the above expenditure is Account # 4182-00-000.

Wendy Hughes
Certifying Financial Officer

Date

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2021-47

Resolution Awarding Architectural and Engineering Services Contract

WHEREAS, the Housing Authority of the City of Vineland has solicited Requests for Proposals for Architectural and Engineering Services; and

WHEREAS, ____ Architectural and Engineering companies submitted proposals; and

WHEREAS, the Contract Committee has reviewed the ____ proposals submitted; and,

WHEREAS, the Contract Committee agreed to recommend to the Board of Commissioners a one-year contract to _____ to provide the Housing Authority of the City of Vineland with its architectural and engineering services for one year commencing October 1, 2021 through September 30, 2022 per the rates attached hereunto.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby authorizes its executive director or his designee to prepare and execute the Architectural and Engineering Services contract to _____ for the term indicated above.

ADOPTED: September 16, 2021

MOVED/SECONDED:

Resolution moved by Commissioner

Resolution seconded by Commissioner

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Daniel Peretti				
Brian Asselta				
Mario Ruiz-Mesa – Chairman				

VINELAND HOUSING AUTHORITY

BY: Mario Ruiz-Mesa – Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on September 16, 2021 at the Brown Community Center – 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

CERTIFICATION

Funding is available for:

ARCHITECTURAL & ENGINEERING SERVICES CONTRACT

from the Operating Budget. The line item to be charged for the above expenditure is Account # 4430-21-000.

Wendy Hughes
Certifying Financial Officer

Date

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

**RESOLUTION #2021-48
2021 (2021-2022) ADOPTED BUDGET RESOLUTION
Fiscal Year October 1, 2021 – September 30, 2022**

WHEREAS, the Annual Budget and Capital Budget/Program for the Housing Authority of the City of Vineland for the fiscal year beginning October 1, 2021 and ending, September 30, 2022 has been presented for adoption before the governing body of the Housing Authority of the City of Vineland at its open public meeting of September 16, 2021; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$14,801,390, Total Appropriations, including any Accumulated Deficit, if any, of \$14,671,990 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$365,000 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Housing Authority of the City of Vineland, at an open public meeting held on September 16, 2021 that the Annual Budget and Capital Budget/Program of the Housing Authority for the fiscal year beginning, October 1, 2021 and, ending, September 30, 2022 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

ADOPTED: September 16, 2021

MOVED/SECONDED:

Resolution moved by Commissioner

Resolution seconded by Commissioner

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Daniel Peretti				
Brian Asselta				
Mario Ruiz-Mesa – Chairman				

VINELAND HOUSING AUTHORITY

BY: Mario Ruiz-Mesa – Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on September 16, 2021 at the Brown Community Center – 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

2021 (2021-2022) ADOPTION CERTIFICATION

VINELAND HOUSING AUTHORITY

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: OCT 1, 2021 TO: SEPT 30, 2022

Note: This is filled on for Adoption of the Budget Don't fill in for Introduction of the Budget

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Vineland Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 16th day of, September, 2021.

Officer's Signature:			
Name:	Jacqueline S. Jones		
Title:	Executive Director		
Address:	191 W Chestnut Avenue Vineland, NJ 08360		
Phone Number:	856-691-4099	Fax Number:	856-691-8404
E-mail address	jjones@vha.org		

2021 (2021-2022) ADOPTED BUDGET RESOLUTION

HOUSING AUTHORITY OF THE CITY OF VINELAND

RESOLUTION 2021-48

FISCAL YEAR: FROM: OCT 1, 2021 TO: SEPT 30, 2022

WHEREAS, the Annual Budget and Capital Budget/Program for the Housing Authority of the City of Vineland for the fiscal year beginning October 1, 2021 and ending, September 30, 2022 has been presented for adoption before the governing body of the Housing Authority of the City of Vineland at its open public meeting of September 16, 2021; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$14,801,390, Total Appropriations, including any Accumulated Deficit, if any, of \$14,671,990 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$365,000 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Housing Authority of the City of Vineland, at an open public meeting held on September 16, 2021 that the Annual Budget and Capital Budget/Program of the Housing Authority for the fiscal year beginning, October 1, 2021 and, ending, September 30, 2022 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

(Secretary's Signature)

(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent

Note Fill in the name of Each Commissioner and indicate their recorded Vote

Mario Ruiz-Mesa, Chairman

Philo Chapman

Brian Asselta

Rudolph Luisi

Daniel Peretti

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2021-49

**Resolution for the Intention of Providing
Management Services to the Ocean City Housing Authority**

WHEREAS, the Ocean City Housing Authority has requested management services from the Housing Authority of the City of Vineland; and

WHEREAS, the Board of Commissioners of the Ocean City Housing Authority recognizes the unique skills and abilities of the Vineland Housing Authority to provide said management services; and

WHEREAS, these services and agreement for same complies with the Inter-Local Services Act – 40:8A-1 through 40:9A-4;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Vineland by virtue of its authority hereby authorizes the executive director to enter into a Management Services Agreement with the Ocean City Housing Authority to commence on October 1, 2021 and shall continue until September 30, 2023, unless terminated before as permitted in the Agreement. A Management services fee of \$75,000 to be invoiced monthly, as a base fee with additional “fee for service” items to be provided on an as needed basis as outlined in the contract.

ADOPTED: September 16, 2021

MOVED/SECONDED:

Resolution moved by Commissioner

Resolution seconded by Commissioner

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Daniel Peretti				
Brian Asselta				
Mario Ruiz-Mesa – Chairman				

VINELAND HOUSING AUTHORITY

BY: Mario Ruiz-Mesa – Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority’s Board of Commissioners held on September 16, 2021 at the Brown Community Center – 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2021-50

**Resolution for the Intention of Providing
Management Services to the Cape May Housing Authority**

WHEREAS, the Cape May Housing Authority has requested management services from the Housing Authority of the City of Vineland; and

WHEREAS, the Board of Commissioners of the Cape May Housing Authority recognizes the unique skills and abilities of the Vineland Housing Authority to provide said management services; and

WHEREAS, these services and agreement for same complies with the Inter-Local Services Act – 40:8A-1 through 40:9A-4;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Vineland by virtue of its authority hereby authorizes the executive director to enter into a Management Services Agreement with the Cape May Housing Authority to commence on October 1, 2021 and shall continue until September 30, 2023, unless terminated before as permitted in the Agreement. A Management services fee of \$35,000 to be invoiced monthly, as a base fee with additional “fee for service” items to be provided on an as needed basis as outlined in the contract.

ADOPTED: September 16, 2021

MOVED/SECONDED:

Resolution moved by Commissioner

Resolution seconded by Commissioner

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Daniel Peretti				
Brian Asselta				
Mario Ruiz-Mesa – Chairman				

VINELAND HOUSING AUTHORITY

BY: Mario Ruiz-Mesa – Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority’s Board of Commissioners held on September 16, 2021 at the Brown Community Center – 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2021-51

**Resolution for the Intention of Providing
Management Services to the Buena Housing Authority**

WHEREAS, the Buena Housing Authority has requested management services from the Housing Authority of the City of Vineland; and

WHEREAS, the Board of Commissioners of the Buena Housing Authority recognizes the unique skills and abilities of the Vineland Housing Authority to provide said management services; and

WHEREAS, these services and agreement for same complies with the Inter-Local Services Act – 40:8A-1 through 40:9A-4;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Vineland by virtue of its authority hereby authorizes the executive director to enter into a Management Services Agreement with the Buena Housing Authority to commence on October 1, 2021 and shall continue until September 30, 2023, unless terminated before as permitted in the Agreement. A Management services fee of \$29,500 to be invoiced monthly, as a base fee with additional “fee for service” items to be provided on an as needed basis as outlined in the contract.

ADOPTED: September 16, 2021

MOVED/SECONDED:

Resolution moved by Commissioner

Resolution seconded by Commissioner

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Daniel Peretti				
Brian Asselta				
Mario Ruiz-Mesa – Chairman				

VINELAND HOUSING AUTHORITY

BY: Mario Ruiz-Mesa – Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority’s Board of Commissioners held on September 16, 2021 at the Brown Community Center – 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2021-52

Approving Change Order #4 for Olivio/Kidston Tower Roof Replacement Project

WHEREAS, the Vineland Housing Authority solicited an Invitation for Bids for the replacement of the roof at Olivio and Kidston Towers; and

WHEREAS, bids were advertised pursuant to section 4 of P.L.1971, c.198 (C.40A:11-4); and

WHEREAS, the lowest responsible bidder for this project was **Jottan, Inc. – 1 Underwood Court; Delran, NJ 08075**; and

WHEREAS, the contract for construction was awarded to **Jottan, Inc. – 1 Underwood Court; Delran, NJ 08075** with Resolution 2020-73 at the December 17, 2020 board meeting; and

WHEREAS, change order 004 is necessary to provide additional time to complete the project; and

WHEREAS, the aforementioned change order is described and attached herein; and

NOW, THEREFORE, BE IT RESOLVED the Board of Commissioners herby accepts the change order to extend the contract completion date until October 21, 2021.

ADOPTED: September 16, 2021

MOVED/SECONDED:

Resolution moved by Commissioner

Resolution seconded by Commissioner

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Daniel Peretti				
Brian Asselta				
Mario Ruiz-Mesa – Chairman				

VINELAND HOUSING AUTHORITY

BY: Mario Ruiz-Mesa – Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on September 16, 2021 at the Brown Community Center – 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer



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Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
18-036 Kidston and Olivio Towers
1044 E Landis Ave.
Vineland, NJ 08360

CONTRACT INFORMATION:
Contract For: General Construction
Date: 01/13/2021

CHANGE ORDER INFORMATION:
Change Order Number: 004
Date: 08/30/2021

OWNER: *(Name and address)*
Vineland Housing Authority
191 W. Chestnut Ave.
Vineland, NJ 08360

ARCHITECT: *(Name and address)*
Haley Donovan, LLC
9 Tanner Street, Suite 20
Haddonfield, NJ 08033

CONTRACTOR: *(Name and address)*
Jottan Inc.
1 Underwood Court
Delran, NJ 08075

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

08/30/2021 - Contract time extension of 144 days, until October 21st 2021.

The original Contract Sum was	\$	520,664.00
The net change by previously authorized Change Orders	\$	31,487.00
The Contract Sum prior to this Change Order was	\$	552,151.00
The Contract Sum will be increased by this Change Order in the amount of	\$	0.00
The new Contract Sum including this Change Order will be	\$	552,151.00

The Contract Time will be increased by 144 (One hundred and Forty Four) days.
The new date of Substantial Completion will be 10/21/2021

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Haley Donovan, LLC

ARCHITECT *(Firm name)*

Jottan, Inc.

CONTRACTOR *(Firm name)*

Vineland Housing Authority

OWNER *(Firm name)*

SIGNATURE

SIGNATURE

SIGNATURE

Michael R. Donovan, AIA Principal

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

08/30/2021

DATE

DATE

DATE

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2021-53

Award Roof Replacement Contract (757 S. West Avenue)

WHEREAS, the Vineland Housing Authority has solicited Request for Quotes for the replacement of the roof at property located at 757 S. West Avenue – Vineland, NJ; and

WHEREAS, this is a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, three companies submitted quotes; and

WHEREAS, M & J Roofing & Siding LLC provided the lowest qualified submission; and

WHEREAS, M & J Roofing & Siding LLC – 4171 Route 42, Turnersville, NJ 08012 has completed and submitted a Political Contributions Disclosure form which certifies that M & J Roofing & Siding LLC has not made any reportable contributions to a political or candidate committee in the Vineland Housing Authority in the previous one year, and that the contract will prohibit the M & J Roofing & Siding LLC from making any reportable contributions through the term of the contract, and

WHEREAS, it is recommended to the Board of Commissioners to contract M & J Roofing & Siding LLC to replace the roof of property located at 757 S. West Avenue – Vineland, NJ in an amount not to exceed \$12,300.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby authorizes its executive director or his designee to prepare and execute a roof replacement contract with M & J Roofing & Siding for the amount indicated above.

ADOPTED: September 16, 2021

MOVED/SECONDED:

Resolution moved by Commissioner

Resolution seconded by Commissioner

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Daniel Peretti				
Brian Asselta				
Mario Ruiz-Mesa – Chairman				

VINELAND HOUSING AUTHORITY

BY: Mario Ruiz-Mesa – Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on September 16, 2021 at the Brown Community Center – 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

ESTIMATE



Adrian (Vineland Housing Authority

)

757 South West Ave

Vineland , NJ 08360

(856) 430-1026

M & J Roofing & Siding LLC

4171 Route 42

Turnersville, New Jersey 08012

Phone: (856) 725-5759

Email: mike@mjroofingllc.com

Web: Mjroofingllc.com

Estimate #

001393

Date

08/18/2021

Description	Total
GAF TIMBERLINE 50 YEAR ROOFING SYSTEM	\$12,300.00
Fix / install new soffit , fascia , and gutters on right side only (see images)	
Protection of landscaping (we place tarps around the building)	
Remove all existing layers down to the plywood	
M & J will do a complete inspection of the plywood	
M & J will replace all rotted/damaged wood with CDX Roofing Plywood @\$85 per board	
Install New Aluminum Drip Edge C 3/1/2" eaves and rakes (White)	
Install Ice and Water shield Leak Barrier 36 inch eaves, 18 inch rakes, and 36 inch valleys	
Install Pro Start Strip Shingles	
Install New GAF Timberline HDZ 50 YR Shingles = Pewter gray	
Install Synthetic Underlayment	
Install GAF Hip & Ridge Shingles	
Install GAF Ridge vent system	
Install All New Aluminum Custom Flashing to wall	
Install New Pipe Flashing (Boots)	
Install All New step flashing around all chimneys and skylights	
Magnetic cleanup for all debris	
M & J will clean out gutters	
M & J Roofing will supply a dumpster	
M & J Roofing will provide a copy of the insurance certificate and the Home Improvement License	
Includes all Discounts, Promotions, and Coupons (cannot be combined with any other coupon or offer)	
50 Year GAF Transferable Warranty (SYSTEM PLUS WARRANTY)	
M & J includes 10yr Workmanship	
3% Fee if paying by Credit Card	
100% Payment Due Upon Completion Of Roof	

Subtotal	\$12,300.00
Total	\$12,300.00

M & J Roofing, LLC will do a full magnetic nail sweep of the entire area and clean up and haul away all job related debris. Customers are responsible to supply electricity as needed for the completion of job.



This contract contains the entire agreement between all parties. There are no statements, promises or inducements made by either party, or agent of either party, that are not contained in this written contract that are valid or binding. This contract may not be enlarged, modified, or altered, unless in writing and signed by both parties. M&J Roofing shall not be liable for any delay or non-performance caused by an act of God, strikes, unavailability of materials, or any other contingency beyond its control. Buyer agrees that the equity in this property is security for this contract. Buyer agrees that the equity in this property is security for this contract. M&J Roofing will start installation (weather permitting) on or about 2-5 weeks from the above date, completion on or about 1-2 days after start of project. All warranties are null and void if M&J Roofing does not receive full and final payment on products and services at the completion of the installation. This agreement does not become binding unless and or until it has been accepted by an authorized signature.

Adrian (Vineland Housing Authority)

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2021-54

Approving Change Orders #4 for Asselta Acres Camera Project

WHEREAS, the Vineland Housing Authority solicited Invitation for Bids for contractors to replace the exterior security camera system at Asselta Acres; and

WHEREAS, the apparent lowest, responsible bidder for this project was GOGO Generator, LLC (d/b/a) GOGO Security – 37 Old Stirling Road; Warren, New Jersey 07059 with a bid of \$129,945.60; and

WHEREAS, the contract was awarded to GOGO Security with Resolution 2021-15 at the March 18, 2021 board meeting; and

WHEREAS, change order 004 is necessary to provide additional time to complete the project; and

WHEREAS, the aforementioned change order is described and attached herein; and

NOW, THEREFORE, BE IT RESOLVED the Board of Commissioners hereby accepts the change order to extend the contract completion date until October 21, 2021

ADOPTED: September 16, 2021

MOVED/SECONDED:

Resolution moved by Commissioner

Resolution seconded by Commissioner

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Daniel Peretti				
Brian Asselta				
Mario Ruiz-Mesa – Chairman				

VINELAND HOUSING AUTHORITY

BY: Mario Ruiz-Mesa – Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on September 16, 2021 at the Brown Community Center – 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer



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Change Order

PROJECT: <i>(Name and address)</i> 20-023 VHA Asselta Acres Security 1040-1044 E. Landis Ave.	CONTRACT INFORMATION: Contract For: General Construction Date: 03/30/21	CHANGE ORDER INFORMATION: Change Order Number: 004 Date: 09/09/21
OWNER: <i>(Name and address)</i> Vineland Housing Authority 191 W. Chestnut Ave. Vineland, NJ 08360	ARCHITECT: <i>(Name and address)</i> Haley Donovan, LLC 9 Tanner St., Suite 201, Haddonfield NJ 08033	CONTRACTOR: <i>(Name and address)</i> GOGO Generator, LLC d/b/a GOGO Security 37 Old Stirling Road, Warren, NJ 07059

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

09/08/21 - Extend 21 days the Contract Time until October 21st 2021.

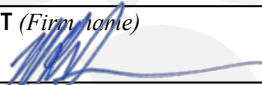
The original Contract Sum was	\$	129,945.60
The net change by previously authorized Change Orders	\$	24,801.00
The Contract Sum prior to this Change Order was	\$	154,746.60
The Contract Sum will be unchanged by this Change Order in the amount of	\$	0.00
The new Contract Sum including this Change Order will be	\$	154,746.60

The Contract Time will be increased by Twenty One (21) days.

The new date of Substantial Completion will be 10/21/2021

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Haley Donovan, LLC	GOGO Generator, LLC d/b/a GOGO Security	Vineland Housing Authority
ARCHITECT <i>(Firm name)</i>	CONTRACTOR <i>(Firm name)</i>	OWNER <i>(Firm name)</i>
		
SIGNATURE	SIGNATURE	SIGNATURE
Michael R. Donovan, Principal		
PRINTED NAME AND TITLE	PRINTED NAME AND TITLE	PRINTED NAME AND TITLE
09/09/2021		
DATE	DATE	DATE

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2021-55

**Resolution of the Housing Authority of the City of Vineland
Authorizing Entering into a Contract Agreement
with Mall Chevrolet**

WHEREAS, it is necessary for the proper conduct of the order of business that the Housing Authority of the City of Vineland enter into contract agreement with Mall Chevrolet; and,

WHEREAS, it is necessary for the Housing Authority of the City of to acquire a vehicle; and,

WHEREAS, funds are available for the purpose of entering into a contract agreement with Mall Chevrolet; and,

WHEREAS, pursuant to N.J.S.A. 40A:11-5 – the Educational Services Commission of New Jersey is registered as Lead Cooperative agency NJ System Identifier #65MCESCCPS; and,

WHEREAS, the Educational Services Commission of New Jersey awarded Bid #ESCNJ 20/21-09 to Mall Chevrolet on September 15, 2020; and,

WHEREAS, the Housing Authority of the City of Vineland finds it to be in the best interests of said Authority to enter into the Educational Services Commission of New Jersey Bid # ESCNJ 20/21-09 contract agreement with Mall Chevrolet for the purchase of (3) 2022 CHEVROLET MALIBU FL in the amount of **\$63,578.10**.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners to the Housing Authority of the City of Vineland authorizes the award of a contract agreement with Mall Chevrolet – 75 Haddonfield Road, Cherry Hill, NJ 08002.

ADOPTED: September 16, 2021

MOVED/SECONDED:

Resolution moved by Commissioner

Resolution seconded by Commissioner

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Daniel Peretti				
Brian Asselta				
Mario Ruiz-Mesa – Chairman				

VINELAND HOUSING AUTHORITY

BY: Mario Ruiz-Mesa – Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on September 16, 2021 at the Brown Community Center – 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

CERTIFICATION

Funding is available for:

PURCHASING AUTHORITY OWNED VEHICLES

(3) 2022 CHEVROLET MALIBU FL

in the amount totaling **\$63,578.10** from Operating Budget. The line item to be charged for the above expenditure is Account # 4414-00-000.

Wendy Hughes
Certifying Financial Officer

Date

MALL CHEVROLET

75 Haddonfield Road, Cherry Hill, NJ 08002

Direct: 856-449-9254 / Fax: 856-504-0108

fleetman13@gmail.com

Rick Di Renzo, Fleet Manager

Date: 9/3/2021

END USER		ADDRESS - CITY, STATE, ZIP:				
VINELAND HOUSING						
Comments:		ESCNJ 20/21-09				
Item	QTY	Part No.	Description	DISC	MSRP	ESCNJ
1	1	1ZC69	2022 CHEVROLET MALIBU FL	14.00%	\$ 24,395.00	\$ 20,979.70
		LFV	1.5 TRUBO 4 CYL ENGINE			
		MRG	CVT TRANSMISSION			
			SEATS FRONT BUCKET CLOTH-JET BLACK			
			CARPET W/MATS			
			STEERING TILT/CRUISE			
			8" INFOTAINMENT SYSTEM W/BLEETOOTH			
2	1	VK3	FRONT LICENSE PLATE BRACKET	5.00%	\$ 40.00	\$ 38.00
3	1	DEL	DELIVERY CHARGE		\$175.00	\$ 175.00
			TOTAL			\$ 21,192.70

**Housing Authority of the City of Vineland
County of Cumberland
State of New Jersey**

RESOLUTION #2021-56

**Resolution of the Housing Authority of the City of Vineland
Authorizing Entering into a Contract Agreement
with Hertrich Fleet Services, Inc.**

WHEREAS, it is necessary for the proper conduct of the order of business that the Housing Authority of the City of Vineland enter into contract agreement with Hertrich Fleet Services, Inc.; and,

WHEREAS, it is necessary for the Housing Authority of the City of to acquire a vehicle; and,

WHEREAS, funds are available for the purpose of entering into a contract agreement with Hertrich Fleet Services, Inc.; and,

WHEREAS, the State of New Jersey awarded NJ State Contract #A88230 (T2006), comm. code 071-92-073118 to Hertrich Fleet Services, Inc.; and,

WHEREAS, the Housing Authority of the City of Vineland finds it to be in the best interests of said Authority to enter into New Jersey Contract #A88230 with Hertrich Fleet Services, Inc. for the purchase of (1) 2022 Chevrolet Express Passenger RWD 3500 155" LS in the amount of \$29,690.00.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners to the Housing Authority of the City of Vineland authorizes the award of a contract agreement with Hertrich Fleet Services, Inc. – 1427 Bay Road, Milford, DE 19963.

ADOPTED: September 16, 2021

MOVED/SECONDED:

Resolution moved by Commissioner

Resolution seconded by Commissioner

VOTE:

Commissioner	Yes	No	Abstain	Absent
Chris Chapman				
Rudolph Luisi				
Daniel Peretti				
Brian Asselta				
Mario Ruiz-Mesa – Chairman				

VINELAND HOUSING AUTHORITY

BY: Mario Ruiz-Mesa – Chairman

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Vineland Housing Authority's Board of Commissioners held on September 16, 2021 at the Brown Community Center – 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

CERTIFICATION

Funding is available for:

PURCHASING AUTHORITY OWNED VEHICLES

(1) 2022 Chevrolet Express Passenger RWD 3500 155" LS

in the amount totaling **\$29,690** from Operating Budget. The line item to be charged for the above expenditure is Account # 4414-00-000.

Wendy Hughes
Certifying Financial Officer

Date

HERTRICH FLEET SERVICES, INC

1427 Bay Road Milford, DE 19963

Ford - Chevrolet - Dodge - Jeep
Lincoln - Honda - Buick - GMC - Toyota - Nissan

(800) 698-9825

(302) 422-3300

Fax: (302) 839-0555

NJ State Contract #A88230 (T2006), comm. code 071-92-073118
Line #7, Section 4: Passenger Van Full Size, 15- Passenger

Mike Wright, Government Sales Manager
Hertrich Fleet Services Inc
1427 Bay Rd
Milford, DE 19963
Phone: (800) 698-9825
Fax: (302) 839-0555
Email: mwright@hertrichfleet.com

QUOTE FOR: VINELAND HOUSING AUTHORITY

#09072021-01

2022 Chevrolet Express Passenger RWD 3500 155" LS

SELECTED OPTIONS:

<u>Code</u>	<u>Description</u>
NE1	NORTHEAST EMISSIONS
LV1	ENGINE, 4.3L V6 WITH DIRECT INJECTION and Variable Valve Timing, includes aluminum block construction (265 hp [198 kw] @ 5200 rpm, 295 lb-ft of torque [400 Nm] @ 4000 rpm) (Reference the Engine/Axle page for availability.)
M5U	TRANSMISSION, 8-SPEED AUTOMATIC, ELECTRONICALLY CONTROLLED with overdrive and tow/haul mode. Includes Cruise Grade Braking and Powertrain Grade Braking
GU6	REAR AXLE, 3.42 RATIO
1LS	LS PREFERRED EQUIPMENT GROUP Includes Standard Equipment
ZY1	PAINT, SOLID
ZP3	SEATING, 15-PASSENGER, (2-3-3-3-4 SEATING CONFIGURATION) 4-passenger seat is a 50/50 split, 2-piece configuration
AR7	SEATS, FRONT BUCKET WITH VINYL TRIM and head restraints, includes inboard armrests
93W	MEDIUM PEWTER, CUSTOM VINYL
U0F	AUDIO SYSTEM, AM/FM STEREO WITH MP3 PLAYER seek-and-scan, digital clock, Theft Lock, random select, auxiliary jack and 2 front door speakers
VK3	LICENSE PLATE KIT, FRONT
UE0	ONSTAR, DELETE

BASE CONTRACT PRICE: \$26729.00

EXTERIOR COLOR:

GAZ SUMMIT WHITE

ADDITIONAL OPTIONS:

<u>Code</u>	<u>Description</u>	<u>Price</u>
L8T	ENGINE, 6.6L V8 WITH DIRECT INJECTION and Variable Valve Timing, gasoline, (401 hp [299 kW] @ 5200 rpm, 464 lb-ft of torque [629 N-m] @ 4000 rpm) (Includes external engine oil cooler. Requires (MYD) 6-speed heavy-duty automatic transmission.	\$1525.50

HERTRICH FLEET SERVICES, INC

1427 Bay Road Milford, DE 19963

Ford - Chevrolet - Dodge - Jeep
Lincoln - Honda - Buick - GMC - Toyota - Nissan

(800) 698-9825

(302) 422-3300

Fax: (302) 839-0555

ADDITIONAL OPTIONS:

<u>Code</u>	<u>Description</u>	<u>Price</u>
MYD	TRANSMISSION, 6-SPEED AUTOMATIC, heavy-duty, electronically controlled with overdrive and tow/haul mode. Includes Cruise Grade Braking, Powertrain Grade Braking, and Tap-Up/Tap-Down Driver Shift Control (Requires (L8T) 6.6L gas V8 engine.)	\$0.00
Z82	TRAILERING EQUIPMENT, HEAVY-DUTY includes trailering hitch platform and dual 4-pin/7-pin sealed connector (Includes (UY7) trailer wiring harness.)	\$252.00
UY7	TRAILERING PROVISIONS, trailering wire harness only (Included with (Z82) heavy-duty trailering equipment.)	\$72.00
ATG	REMOTE KEYLESS ENTRY with 2 transmitters and remote panic button	\$157.50
8S3	BACKUP ALARM, 97 decibels, Rear frame mounted (Not available with (LWN) 2.8L Duramax Turbo-Diesel engine.)	\$99.00
UPF	BLUETOOTH FOR PHONE personal cell phone connectivity to vehicle audio system (Requires (NP5) leather-wrapped steering wheel and (W1Y) steering wheel controls. With (U0F) AM/FM stereo with MP3 player, (U0H) AM/FM stereo with MP3 player and USB port or (US8) AM/FM stereo with MP3 compatible CD player requires (UE1) OnStar hardware (subscription to OnStar services not required for operation).)	\$45.00
NP5	STEERING WHEEL, LEATHER-WRAPPED, includes (W1Y) mounted audio controls (Not available with (Y3H) Paratransit Package.)	\$166.50
VXW	MOLDED ASSIST STEPS	\$643.50
TOTAL W/OPTIONS:		\$29690.00