

**HOUSING AUTHORITY OF THE BOROUGH OF RED BANK
MEETING OF THE BOARD OF COMMISSIONERS**

Monthly Board Meeting

52 Evergreen Terrace

Red Bank, NJ 07701

Wednesday, September 16th, 2020

6:00 PM

William Snyder is inviting you to a scheduled Zoom meeting.

Topic: Red Bank Housing Authority Meeting

Time: Sep 16, 2020 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89432076451?pwd=YlpBTCszVnZIL0lWMzI0b2s2WTdXZz09>

Meeting ID: 894 3207 6451

Passcode: 904491

One tap mobile

+16465588656,,89432076451#,,,,,0#,,904491# US (New York)

+13017158592,,89432076451#,,,,,0#,,904491# US (Germantown)

Dial by your location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 894 3207 6451

Passcode: 904491

Find your local number: <https://us02web.zoom.us/j/89432076451?pwd=YlpBTCszVnZIL0lWMzI0b2s2WTdXZz09>

HOUSING AUTHORITY OF THE BOROUGH OF RED BANK
MEETING OF THE BOARD OF COMMISSIONERS
September Board Meeting

AGENDA

Opening of Meeting

1. Reading of Notice
2. Roll Call
3. Flag Salute

APPROVAL OF MINUTES

1. Approval of Minutes of a special meeting of August 19th, 2020

REPORT OF THE EXECUTIVE DIRECTOR

1. Interim Executive Director-William Snyder

NEW BUSINESS

1. Resolution 9-1-2020-Approval of September Bill List
2. Resolution 9-2-1010-Approval of Contract for Electrician
3. Commissioners Comments and Concerns
4. Executive session (if necessary)

MATTERS OF INFORMATION

1. Chairperson
2. HCV Report
3. Maintenance Report
4. Legal

PUBLIC COMMENT

OTHER BUSINESS

ADJOURNMENT

August 19th, 2020

Minutes of a Special Meeting of the August 19th, 2020

Housing Authority of the Borough of Red Bank, County of Monmouth, State of New Jersey held Wednesday, August 19th at 6:00 PM held via “Zoom” in accordance with special meeting notice issue on August 11th, 2020 and in accordance with the requirements issued by the State of New Jersey due to COVID 19.

Chairperson Diem Jones called the meeting to order at 6:00 PM and asked for the reading of the roll:

Present:

Chairperson Jones
Vice Chairperson Wilkerson
Commissioner Crystain
Commissioner Reynolds-Lewis
Commissioner Nelson
Commissioner Gregory

Absent:

Commissioner Clancy

Also present: William Snyder, Precious Johnson, Terrence Corrison, Esq.

The following meeting notice was read:

“Adequate notice of this meeting as required by the Open Public Meeting Act has been provided by the filing of a Special Meeting Notice with the Municipal Clerk, posting of same to the official bulletin board and delivery of the notice to the Asbury Park Press and Twin River Times on August 11th, 2020. This body wishes to advice you, in accordance with N.J.S.A. 26:3D, smoking is prohibited while this body is in open or closed session. The flag followed the opening statement.

The minutes of the June 17th, 2020 meeting were presented for approval, Commissioner Nelson moved that the minutes be approved as recorded, seconded by Commissioner Wilkerson:

Ayes: Nelson, Gregory, Wilkerson, Jones

Nays: None

Absent: Clancy

Abstentions: Crystain, Reynolds-Lewis

Executive Director Report:

Mr. Snyder reported on the following issues:

1) Cedar Crossing-A meeting was held with the condo board to discuss HOA fees, subleasing of units, unauthorized exterior patios, dogs urinating & defecating on the common areas. A letter was drafted to the homeowners requesting that they comply with the condo rules.

2) Beautification Program-Mr. Snyder stated that no bids were received for the landscaping contract. He stated that bids were advertised on two (2) separate occasions and nothing was received. The Local Public Contracts Law allows for a negotiated contract with a landscaper if no bids are received after two RFBs. He stated that he is looking for a local landscaper to negotiate a contract. A bike rack has been installed at Montgomery Terrace and the residents seems to be using it

3) Streamlined Voluntary Conversion (SVC)-Mr. Snyder stated that the contract for preparation of detailed cost estimates will be considered under new business. He stated that the cost estimates are necessary to determine how much work is needed and what it will cost. This will allow the board to better analyze whether SVC is suited for the Red Bank Housing Authority.

4) HUD COVID 19 funds-Mr. Snyder discussed his memo regarding use of the \$48,473 in public housing funds and \$97,604 in Section 8 funds. He went over his proposed budgets for using the funds. The board members made several suggestions for use of the funds:

- a) Payment of day care for new full-time employee;
- b) Free Wi-Fi installation for all residents;
- c) Installation of ventilation in laundry room at Evergreen Terrace;
- d) PPE equipment for staff;
- e) UV purification cabinets;
- f) Vehicle Purchase.

Mr. Snyder stated that these were all great suggestions and he would look into each one.

Under New Business, the following Resolutions were considered:

Resolution approving the transaction, authorizing the approval of the list of bills for the month of July 2020 authorizing and ratifying an expenditure of funds in an amount not to exceed \$250,888.57, subject to appropriations.

RESOLUTION NO. 8-01-2020

WHEREAS, the Commissioners of the Housing Authority of the Borough of Red Bank convened in a Special Meeting on August 19th, 2020; and

JULY LIST

1.	Regular List of Bills	\$54,089.57
2.	HCV/Section 8	\$196,799.00
Total	For Month of July 2020	\$250,888.57

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Housing Authority of the Borough of Red Bank hereby authorizes and approves:

1. The list of bills for July 2020, attached hereto and incorporated herein.
2. An expenditure of funds for the payment of the list of bills for July 2020, in an amount not to exceed \$250,888.57, subject to appropriations.
3. Ratification of payments of any bills for July 2020 on the list that may have already been paid.
4. The Executive Director to do all things necessary to effectuate the transaction.
5. That this Resolution shall take effect immediately.

Commissioner Reynolds Lewis moved that the July bill list be approved for payment, seconded by Commissioner Wilkerson:

Ayes: All

Nays: None

Absent: Clancy

Resolution approving the transaction, authorizing the approval of the list of bills for the month of August 2020 authorizing and ratifying an expenditure of funds in an amount not to exceed \$253,823.91, subject to appropriations.

RESOLUTION NO. 8-02-2020

WHEREAS, the Commissioners of the Housing Authority of the Borough of Red Bank convened in a Special Meeting on August 19th, 2020; and

AUGUST BILL LIST

1.	Regular List of Bills	\$57,532.91
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2. HCV/Section 8 \$196,291.00

Total For Month of August 2020 \$253,823.91

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Housing Authority of the Borough of Red Bank hereby authorizes and approves:

1. The list of bills for August 2020, attached hereto and incorporated herein.
2. An expenditure of funds for the payment of the list of bills for August 2020, in an amount not to exceed \$253,823.91, subject to appropriations.
3. Ratification of payments of any bills for August 2020 on the list that may have already been paid.
4. The Executive Director to do all things necessary to effectuate the transaction.
5. That this Resolution shall take effect immediately.

Commissioner Reynolds Lewis moved that the July bill list be approved for payment, seconded by Commissioner Gregory:

Ayes: All

Nays: None

Absent: Clancy

Resolution approving a contract for Closed Circuit Television System repair & Upgrade.

RESOLUTION NO. 8-03-2020

WHEREAS, the Commissioners of the Housing Authority of the Borough of Red Bank convened in a Special Meeting on August 19th, 2020; and

WHEREAS, the Housing Authority of the Borough of Red Bank has need repair and upgrade its CCTV equipment in order to monitor compliance with mandated COVID 19 social distancing requirements; and

WHEREAS, the Housing Authority of the Borough of Red Bank solicited for sealed public bids for CCTV services in accordance with its procurement policy and applicable state and federal requirements;

WHEREAS, the Housing Authority of the Borough of Red Bank received two (2) bids in accordance with its duly advertised Request for Bids which were reviewed by the Interim Executive Director who is recommending approval of the lowest responsible bidder;

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Housing Authority of the Borough of Red Bank hereby authorizes and approves a contract CCTV repair and upgrade for \$21,408.00:

Maztech
575 Corporate Drive
Suite 4205
Mahwah, NJ 07430

BE IT FURTHER RESOLVED that the Chairperson and Executive Director are authorized to sign all contracts.

Commissioner Crystain moved that the contract be approved subject to preparing a mapping of the location of the cameras prior to installation and development of a CCTV policy prior to operation of the system, seconded by Commissioner Nelson:

Ayes: All

Nays: None

Absent: Clancy

Resolution approving a contract for Computer Hardware & Software

RESOLUTION NO. 8-04-2020

WHEREAS, the Commissioners of the Housing Authority of the Borough of Red Bank convened in a Special Meeting on August 19th, 2020; and

WHEREAS, the Housing Authority of the Borough of Red Bank has need upgrade its systems to better be able to monitor compliance with mandated COVID 19 social distancing requirements; and

WHEREAS, the Housing Authority of the Borough of Red Bank solicited for sealed public bids for the computer services in accordance with its procurement policy and applicable state and federal requirements;

WHEREAS, the Housing Authority of the Borough of Red Bank received one (1) bid in accordance with its duly advertised Request for Bids which was reviewed by the Interim Executive Director who is recommending approval of the lowest responsible bidder;

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Housing Authority of the Borough of Red Bank hereby authorizes and approves a contract for computer services to:

Maztech
575 Corporate Drive
Suite 4205
Mahwah, NJ 07430

In the following amounts:

File Server \$2,364.00

5 Desktops \$5,855.00

Other \$463.00

Installation Hourly rate: \$95.00

BE IT FURTHER RESOLVED that the Chairperson and Interim Executive Director are authorized to execute the contract.

Commissioner Lewis moved that the contract for computer hardware and software be approved, seconded by Commissioner Gregory:

Ayes: All

Nays: None

Absent: Clancy

Resolution approving a contract for Architectural/Engineering (A/E)

RESOLUTION NO. 8-05-2020

WHEREAS, the Commissioners of the Housing Authority of the Borough of Red Bank convened in a Special Meeting on August 19th, 2020; and

WHEREAS, the Housing Authority of the Borough of Red Bank has need prepare cost estimates and renderings of its properties for Streamlined Voluntary Conversion consideration by the Board of Commissioners; and

WHEREAS, the Housing Authority of the Borough of Red Bank solicited for proposals for the A/E services in accordance with its procurement policy and applicable state and federal requirements;

WHEREAS, the Housing Authority of the Borough of Red Bank received three (3) proposals in accordance with its duly advertised Request for Proposals which were reviewed by the Interim Executive Director who is recommending approval be awarded to the highest rated proposal;

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Housing Authority of the Borough of Red Bank hereby authorizes and approves a contract for A/E services to:

MVNK
360 14th Street

Hoboken, NJ 07030
In the amount of \$18,250.00

BE IT FURTHER RESOLVED that the Chairperson and Interim Executive Director are authorized to execute the contract.

Commissioner Gregory moved that the contract for A/E Services be approved, seconded by Commissioner Jones:

Ayes: All

Nays: None

Absent: Clancy

There being no public comment, the Board of Commissioners discussed the following issues under "Other Business":

- 1) Meeting dates conflicting with the Mayor & Council meetings. It was determined that the 2021 Annual Meeting notice should include meeting dates that do not conflict with the Red Bank Council meetings.
- 2) Chairperson Jones read an email that he had received, prior to the meeting, from Commissioner Clancy. The email stated that Commissioner Clancy was resigning from the Board of Commissioners due to moving out of Red Bank. Commissioner Gregory stated that he would like to see the email sent to Commissioner Clancy from the Chairperson asking for his resignation. He also requested that the board go into Executive Session at the next meeting to discuss matters of potential litigation. Chairperson Jones referred the matter to the board attorney for his review and input prior to next meeting. Mr. Snyder stated that he would forward the Chairperson's email to the board.

There being no other business, Commissioner Gregory moved that the board adjourn its meeting at 8:15 PM, seconded by Commissioner Nelson:

Ayes: All

Nays: None

Absent: Clancy

Respectfully Submitted

WILLIAM F. SNYDER
Executive Director

**HOUSING AUTHORITY OF THE BOROUGH OF RED BANK
BOARD OF COMMISSIONERS**

Resolution approving the transaction, authorizing the approval of the list of bills for the month of September 2020 authorizing and ratifying an expenditure of funds in an amount not to exceed \$221,751.33, subject to appropriations.

RESOLUTION NO. 9-01-2020

WHEREAS, the Commissioners of the Housing Authority of the Borough of Red Bank convened in a Regular Meeting on September 16th, 2020; and

MARCH BILL LIST

1. Regular List of Bills	\$32,495.33
2. HCV/Section 8	\$190,256.00
Total For Month of March 2020	\$221,751.33

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Housing Authority of the Borough of Red Bank hereby authorizes and approves:

1. The list of bills for September 2020, attached hereto and incorporated herein.
2. An expenditure of funds for the payment of the list of bills for September 2020, in an amount not to exceed \$221,751.33, subject to appropriations.
3. Ratification of payments of any bills for September 2020 on the list that may have already been paid.
4. The Executive Director to do all things necessary to effectuate the transaction.
5. That this Resolution shall take effect immediately.

CERTIFICATION OF FUNDS

I, Gloria Mitchell, of the RBHA, do certify that funds are available for the payment of the bills stated within this resolution.

GLORIA MITCHELL

DATE

MOVED/SECONDED:

Resolution moved by Commissioner _____.

Resolution seconded by Commissioner _____.

VOTE:

Member	Yes	No	Abstain	Absent
Alecia Wilkerson				
Diem Jones				
Mark Gregory				
Marlene Nelson				
Memone Crystian				
Alpha Reynolds Lewis				

Executed this 2020

ATTEST:

APPROVAL:

William Snyder
Interim Executive Director

Chairperson/Vice-Chair
RBHA Board of Commissioners

CERTIFICATION OF RESOLUTION

I, William Snyder, do hereby certify that this Resolution No. 9-01-2020 was approved by the Board of Commissioners at a duly held and authorized meeting of the Board, that I am the person authorized to sign this certification, consistent with the State law and By-laws of the Board of Commissioners, and that the statements contained herein are a true and accurate account of the Board's action.

Date

William Snyder

9/1/2020

Red Bank Housing Authority
HAP Accounting Monthly Recurring Transactions
Posted

Program: Section 8
 Description: HAP Recurring Sep 20
 Control Group Date: 8/31/2020 Amount: \$190,256.00
 Financial Period: September 2020 Entry Amount: \$190,256.00
 Date/Time Created: 8/31/2020 10:21:24 AM Proof Amount: \$0.00
 User Created: Gaskin, Sandra

Transaction Summary			
	Count	Transaction Description	Amount
Payable Landlord Transactions	192	HAP Expense - Recurring (Account #: 4715)	188,283.00
Payable Landlord Transactions	1	HAP Port-In Expense - Recurring (Account #: 4715)	1,968.00
Payable Family Transactions	1	Utility Expense - Recurring (Account #: 4715)	5.00
Grand Total	194		190,256.00

Transaction Audit Summary					
	Previous	New	Change	End	Current
Total HAP Expense - Recurring (Account #: 4715)	194,300.00	2,788.00	(1,318.00)	(7,487.00)	188,283.00
Total HAP Port-In Expense - Recurring (Account #: 4715)	1,968.00	0.00	0.00	0.00	1,968.00
Total Utility Expense - Recurring (Account #: 4715)	23.00	0.00	0.00	(18.00)	5.00
Grand Total	196,291.00	2,788.00	(1,318.00)	(7,505.00)	190,256.00

8/2020

Unposted Invoice Audit Report
Program: Public Housing
Printed By gloria mitchell on 8/25/2020

Period	Vendor	Invoice Number	Date	Description	Amount
	AA Electric	661	8/4/2020	4430/no power outlets unit 117	\$236.00
	Aflac	048405	8/13/2020	2117.17/deferred income for august 20209	\$207.24
	Asbury Park Press	0004326141	8/13/2020	4220/ad for Board Meeting 8/19/2020	\$17.56
	Asbury Park Press	0004272421	7/9/2020	4220RFP for landscaping	\$59.30
	Asbury Park Press	0004279711	7/5/2020	4220/ RFP FOR ARCT. ENGERNEERING /07/072020	\$69.20
	AT&T Mobility	7--8-2020	8/21/2020	4180/WIRELESS CELL 533-7832	\$73.25
	B Safe Inc.	1063677	8/1/2020	4470/52 ET/MONT. SERICES FOR aUG. 2020	\$30.90
	B Safe Inc.	1063678	8/1/2020	4470/ACT#400136 mont. ser. for aug. 2020	\$30.90
	B Safe Inc.	1063679	8/1/2020	4470/acct.#400137 mont. ser. for Aug. 2020/back up cell	\$59.74
	B Safe Inc.	1063680	8/1/2020	4470/act#400138 for Aug. 2020	\$30.90
	Breslin and Breslin,P.A.	8-1-20	7/30/2020	4130/legal services rendered for Aug. 2020	\$2,000.00
	Burlew Mechanical	4547	8/5/2020	4430/rplace pipes in unit 101	\$930.79
	Cannon Solutions America,Inc	4033515532	7/26/2020	4430/maint. contract04-26-07-25-2020 Cannon#contract2582452	\$53.35
	Comcast	7-22-8-21-20	7/20/2020	4180/phone/cable/732-3835581	\$107.10
	Comcast	8-1-20	7/13/2020	4180/internet/cable/phone services/acct#8499-05 222 0110201	\$298.87
	Core Logic Safe-Rent	4806267	7/31/2020	4194/new tenant check Gaddis unit 16 Evergreen terr	\$44.60
	Delisa Waste Services	190770	8/18/2020	4430/CONSSCTR. DEBRIS/BULK	\$336.77
	Execu-Tech	#8-1	8/1/2020	4190.2/consulting Aug. 2020	\$4,800.00
	Home Depot Credit Services	4025412	7/22/2020	7520/new lawn mower	\$268.10
	Jersey Central Power & Light	7-8-8-5-20a	8/11/2020	4320/elec usage for Mont. terr	\$4,198.97
	Jersey Central Power & Light	7-8-8-5-20b	8/11/2020	Vendor Invoice Transactions Aug 20	\$383.33
	Jersey Central Power & Light	7-8=8-5-20c	8/11/2020	4320/elect. usage for Evergreen Terr	\$3,770.61
	Kepwel Spring Water Co., Inc.	430754	7/15/2020	4190/3 five gallons of spring water @6.95 each	\$21.85
	Kepwel Spring Water Co., Inc.	433133	7/31/2020	4190/monthly cooler charge for July 2020	\$14.00
	MAZTECK	10087	8/11/2020	4430/ fee for August 2020 computer services	\$463.00
	McDonald HVAC/Refrig. Contracting Inc.	34188	8/4/2020	7520/replace one HVAC EQUIPMENT	\$8,211.00
	Middletown Plumbing & Heating Corp	136820	7/9/2020	4430/UNIT 103 RIGHT HAND BISUT FOR TUB	\$50.00
	Middletown Plumbing & Heating Corp	136936	7/23/2020	4420/CLOBBER/FLUIMASTER FOR TOLET 126 mt	\$49.32
	Neptune Mower Repair,Lic	8-11-20	8/11/2020	7520/EDGE TRIMMER(FOR MAINT. OF THE LANDSCAPING)	\$379.99
	Neptune Mower Repair,Lic	8--6-20	8/7/2020	4430/REPAIR OLD WEEDEACKER	\$124.30
	New Jersey Natural Gas Co.	06-23-07-23-20	7/29/2020	4330/GAS USAGE AT mONT. TERR	\$1,022.10
	Reynwood Communications	10075/	8/1/2020	4180/PHONE SERVICE aUG. 2020 732-7411808	\$258.31

Unposted Invoice Audit Report
Program: Public Housing
Printed By gloria mitchell on 8/25/2020

Period	Vendor	Invoice Number	Date	Description	Amount
				4340/GAS FOR TRUCKS/VAN/MOWERS	
	Shell Fleet Plus	66875725	8/6/2020		\$277.43
	Sun Life Assurance Company of Canada	8-1-8-31-2020	7/15/2020	2117.6/DENTAL FOR aUG. 2020	\$59.50

				4420/GAS CAN TREATMENT	
	The Sherwin-Williams Co.	0E0031967A1980	8/1/2020		
	UniFirst Corporation	13541/16559/22560	7/27/2020	4430/uniforms07-1-07-22-2020	\$103.05
	Warshauer Electric	S100122144.001	3/6/2020	4420/EXIT LIGHTS FOR MT.	\$154.00
	William Katchen, CPA	8-2020	8/7/2020	4170/ACCT.FOR aUG. 2020	\$2,300.00
				Total:	\$31,500.86

no 1200 155.53

<5.53>

\$31,495.33

Vendor Summary

Vendor	Count	Amount
AA Electric	1	\$236.00
Aflac	1	\$207.24
Asbury Park Press	3	\$146.06
AT&T Mobility	1	\$73.25
B Safe Inc.	4	\$152.44
Breslin and Breslin,P.A.	1	\$2,000.00
Burlew Mechanical	1	\$930.79
Cannon Solutions America,Inc	1	\$53.35
Comcast	2	\$405.97
Core Logic Safe-Rent	1	\$44.60
Delisa Waste Services	1	\$336.77
Execu-Tech	1	\$4,800.00
Home Depot Credit Services	1	\$268.10
Jersey Central Power & Light	3	\$8,352.91
Kepwel Spring Water Co., Inc.	2	\$35.85
MAZTECK	1	\$463.00
McDonald HVAC/Refrig. Contracting Inc.	1	\$8,211.00

Middletown Plumbing & Heating Corp	2	\$99.32
Neptune Mower Repair,LLc	2	\$504.29
New Jersey Natural Gas Co.	1	\$1,022.10
Reynwood Communications	1	\$258.31
Shell Fleet Plus	1	\$277.43
Sun Life Assurance Company of Canada	1	\$59.50
The Sherwin-Williams Co.	1	\$5.53
UniFirst Corporation	1	\$103.05
Warshauer Electric	1	\$154.00
William Katchen, CPA	1	\$2,300.00
Total:		\$31,500.86

HOUSING AUTHORITY BOROUGH OF RED BANK

35995

The Sherwin-Williams Co.

Invoice Number 0E0031967A1980 Date 08/01/2020

Check Number: 35995

PO Number Item Description 4420/GAS CAN TREATMENT

Date: 8/25/2020

Item Amount \$5.53

Amount: \$5.53

Discount \$0.00 Paid \$5.53

HOLD TO LIGHT TO VIEW TRUE WATERMARK IN PAPER / HEAT SENSITIVE RED LOCK DISAPPEARS WHEN HEATED

35995

HOUSING AUTHORITY BOROUGH OF RED BANK

EVERGREEN TERRACE/ADMINISTRATION BUILDING
P.O. BOX 2158
RED BANK, NJ 07701

PNC BANK

PNC Bank, N.A.
New Jersey 060
55-760/312

EMV EnabledSM Check Fraud Protection for Business

Exactly Five Dollars and 53/100

DATE 8/25/2020 AMOUNT \$5.53

VOID

5.53

PAY TO THE ORDER OF

THE SHERWIN-WILLIAMS CO.
ACCOUNTS RECEIVABLE DEPT.
1604 STATE ROUTE 35
OAKHURST NJ 07755



AUTHORIZED SIGNATURE

⑈035995⑈ ⑆⑆031207607⑆ 8101115743⑈

35995

Red Bank Housing Authority

The Sherwin-Williams Co.

Invoice Number 0E0031967A1980 Date 08/01/2020

Check Number: 35995

PO Number Item Description 4420/GAS CAN TREATMENT

Date: 8/25/2020

Item Amount \$5.53

Amount: \$5.53

Discount \$0.00 Paid \$5.53

**HOUSING AUTHORITY OF THE BOROUGH OF RED BANK
BOARD OF COMMISSIONERS**

Resolution approving a contract for Electrician Services

RESOLUTION NO. 9-02-2020

WHEREAS, the Commissioners of the Housing Authority of the Borough of Red Bank convened in a Regular Meeting on September 16th, 2020; and

WHEREAS, the Housing Authority of the Borough of Red Bank has need for electrician services to make repairs to its building and grounds; and

WHEREAS, the Housing Authority of the Borough of Red Bank solicited for sealed public proposals for electrician services in accordance with its procurement policy and applicable state and federal requirements which were received on September 1st, 2020;

WHEREAS, the Housing Authority of the Borough of Red Bank received two (2) sealed proposals in accordance with its duly advertised Request for Proposals which was reviewed by the Interim Executive Director who is recommending approval of the lowest responsible proposal;

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Housing Authority of the Borough of Red Bank hereby authorizes and approves a contract for electrician services to:

AA Electric
19 Sun Hollow Road
Howell, NJ 07731

BE IT FURTHER RESOLVED that the Chairperson and Interim Executive Director are authorized to execute the contract.

CERTIFICATION OF FUNDS

I, Gloria Mitchell, of the RBHA, do certify that funds are available for the services as stated within this resolution.

GLORIA MITCHELL

DATE

MOVED/SECONDED:

Resolution moved by Commissioner _____.

Resolution seconded by Commissioner _____.

VOTE:

Member	Yes	No	Abstain	Absent
Diem Jones				
Alecia Wilkerson				
Mark Gregory				
Marlene Nelson				
Memone Crystian				
Alpha Reynolds Lewis				

Executed this 2020

ATTEST:

APPROVAL:

William Snyder
Interim Executive Director

Chairperson/Vice-Chair
RBHA Board of Commissioners

CERTIFICATION OF RESOLUTION

I, William Snyder, do hereby certify that this Resolution No. 9-02-2020 was approved by the Board of Commissioners at a duly held and authorized meeting of the Board, that I am the person authorized to sign this certification, consistent with the State law and By-laws of the Board of Commissioners, and that the statements contained herein are a true and accurate account of the Board's action.

Date

William Snyder

ELECTRICIAN SERVICES
Tabulations of Proposals

Due Date: 9/1/10

Time: 10:00 AM

Vendor	Electrician Price	Helper Price		
	Regular Hours	Regular Hours	OT Hours	OT Hours
AA Electric 19 Sun Hollow Road Howell, NJ 07731	\$60.00 per hour	\$30.00 per hour	\$90.00 per hours	\$45.00 per hours
Electrical Design & Construct Corp. PO Box 7401 Shrewsbury, NJ 07702	\$95.00 per hour	\$85.00 per hour	\$142.50 per hours	\$127.50.00 per hours