

AGENDA ITEM#	1
BOARD MEETING DATE	5/4/15

**RESOLUTION AUTHORIZING A CLOSED CAUCUS  
REGARDING PERSONNEL MATTERS, LITIGATION  
AND STRATEGY**

**WHEREAS**, matters pertaining to the above may be discussed by the Board of Commissioners in a Closed Caucus; and,

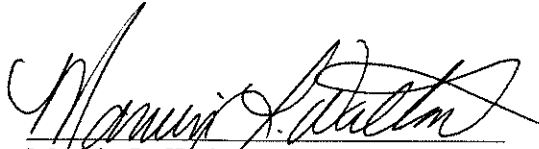
**WHEREAS**, it is necessary that the JCHA review such matters at this time and action may be taken about the subjects discussed at the Closed Caucus;

**NOW THEREFORE BE IT RESOLVED** by the JCHA Board of Commissioners, to authorize a Closed Caucus to review the above matters.

**DATED: May 4, 2015**

COMMISSIONER	Motion	2 <sup>nd</sup>	AYE	NAY	Absent	Abstention
R. Jones		✓	✓			
F. Kitchens			✓			
T. Kukla			✓			
G. Polanco-Rodriguez					✓	
Vacant						
A. Abdullah	✓		✓			
R. Mukherji			✓			

I hereby certify that the hereinabove Resolution accurately memorializes the Resolution of the Board of Commissioners of the Housing Authority of the City of Jersey City as presented at its meeting of May 4, 2015 in the presence of a legally binding quorum.

  
 Marvin L. Walton  
 Executive Director/Secretary

SEAL

AGENDA ITEM #	2
BOARD MEETING DATE	5/4/15

**RESOLUTION AUTHORIZING THE ACCEPTANCE OF  
THE MINUTES OF THE BOARD OF COMMISSIONERS  
REGULAR MEETING HELD ON APRIL 8, 2015.**

**WHEREAS**, the Board of Commissioners held a Regular Board of Commissioners Meeting on April 8, 2015; and,

**WHEREAS**, the minutes of the Meeting must be presented to the Board of Commissioners for approval; and

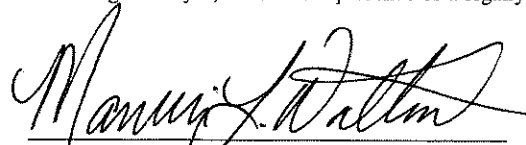
**WHEREAS**, the minutes of the Board of Commissioners Meeting have been presented to the Board for review and approval (attached):

**NOW THEREFORE BE IT RESOLVED** by the JCHA Board of Commissioners, that the attached minutes of the April 8, 2015 Board of Commissioners Regular Meeting are approved.

**DATED: May 4, 2015**

COMMISSIONER	Motion	2 <sup>nd</sup>	AYE	NAY	Absent	Abstention
R. Jones			✓			
F. Kitchens	✓		✓			
T. Kukla			✓			
G. Polanco-Rodriguez					✓	
Vacant						
A. Abdullah		✓	✓			
R. Mukherji			✓			

I hereby certify that the hereinabove Resolution accurately memorializes the Resolution of the Board of Commissioners of the Housing Authority of the City of Jersey City as presented at its meeting of May 4, 2015 in the presence of a legally binding quorum.

  
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 Marvin L. Walton  
 Executive Director/Secretary

SEAL

AGENDA ITEM#	3
BOARD MEETING DATE	5/4/15

**RESOLUTION BY THE BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF THE CITY OF  
JERSEY CITY APPROVING ACCOUNTS PAYABLE FOR  
MAY 4, 2015**

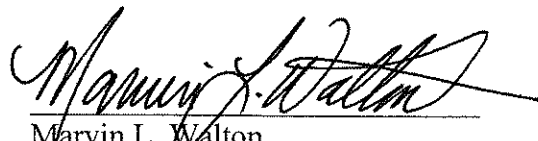
**WHEREAS**, the accounts payable per attached listing were reviewed and found acceptable;

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Housing Authority of the City of Jersey City approve the Accounts Payable for May 4, 2015.

Dated: May 4, 2015

COMMISSIONER	MOTION	2 <sup>nd</sup>	AYE	NAY	ABSENT	ABSTENTION
R. Jones			✓			
F. Kitchens		✓	✓			
T. Kukla			✓			
G. Polanco-Rodriguez					✓	
Vacant						
A. Abdullah	✓		✓			
R. Mukherji			✓			

I hereby certify that the herein above Resolution accurately memorializes the Resolution of the Board of Commissioners of the Housing Authority of the City of Jersey City as presented at its meeting of May 4, 2015 in the presence of a legally binding quorum.

  
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 Marvin L. Walton  
 Executive Director/Secretary

SEAL

AGENDA ITEM#	4
BOARD MEETING DATE	5/4/15

4

**RESOLUTION APPROVING AN ADDITIONAL SIGNATORY  
TO THE JERSEY CITY HOUSING AUTHORITY'S BANK  
ACCOUNTS**

**WHEREAS**, the JCHA is required by its Annual Contribution Contract (ACC) with the Department of Housing and Urban Development (HUD) to maintain bank accounts at authorized financial institutions; and

**WHEREAS**, the JCHA currently maintains its General Fund, Payroll, FSS Escrow, Laundry, DSH Proceeds, Investment, Arlington Gardens Operating, 254 Bergen Ave Operating, Money Market, Tenants' Escrow Accounts and Housing Choice Voucher (Section 8) bank accounts at Capital One Bank, Provident Bank, Bank of America and PNC Bank; and

**WHEREAS**, it is JCHA policy and practice that the General Fund, Payroll, and Section 8 Housing Assistance check payments contain two (2) authorized signatures before being issued; and

**WHEREAS**, the only authorized signatories on the JCHA accounts are the Chairperson, Vice-Chairperson, Executive Director/Secretary, the Deputy Executive Director and Director of Compliance; and

**WHEREAS**, the JCHA has recently hired Marvin L. Walton as the new Executive Director/Secretary and is to be added as an authorized account signatory of the above referenced accounts; and

**WHEREAS**, the banks require new signature cards to add and remove signatories from the account; and

**WHEREAS**, the following officials in their capacity shall be designated as check signers:

- Raj Mukherji, Chairperson
- Aneesah Abdullah, Vice-Chairperson
- Marvin L. Walton, Executive Director/Secretary
- Patricia Madison, Deputy Executive Director
- Joyce Worthington, Director of Compliance

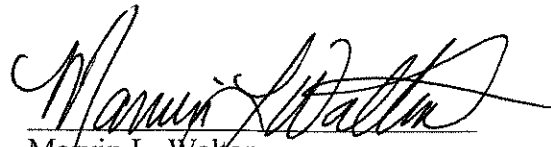
**RESOLUTION APPROVING AN ADDITIONAL  
SIGNATORY TO THE JERSEY CITY HOUSING  
AUTHORITY'S BANK ACCOUNTS**  
Page 2

**NOW THEREFORE, BE IT RESOLVED** that the JCHA Board of Commissioners approves the addition of Marvin L. Walton, Executive Director/Secretary, as authorized signatory to the JCHA's bank accounts at Capital One Bank, Provident Bank, Bank of America and PNC Bank. This resolution rescinds all previous authorization resolutions and shall become effective upon its approval.

**Dated: May 4, 2015**

COMMISSIONER	MOTION	2 <sup>nd</sup>	AYE	NAY	ABSENT	ABSTENTION
R. Jones			✓			
F. Kitchens		✓	✓			
T. Kukla			✓			
G. Polanco-Rodriguez					✓	
Vacant						
A. Abdullah	✓		✓			
R. Mukherji			✓			

I hereby certify that the herein above Resolution accurately memorializes the Resolution of the Board of Commissioners of the Housing Authority of the City of Jersey City as presented at its meeting of May 4, 2015 in the presence of a legally binding quorum.

  
 Marvin L. Walton  
 Executive Director/Secretary

**SEAL**

5

AGENDA ITEM#	5
BOARD MEETING DATE	5   4   15

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO BDO PHA FINANCE TO PROVIDE PROFESSIONAL ACCOUNTING SERVICES FOR A PERIOD OF ONE YEAR**

**WHEREAS**, the Jersey City Housing Authority (JCHA) is required by the Department of Housing and Urban Development (HUD) to prepare and submit unaudited financial statements to the Real Estate Assessment Center (REAC) for the Public Housing Operating Program; and

**WHEREAS**, the unaudited financial statements for the JCHA's Fiscal Year Ending March 31, 2015 are to be submitted to HUD's REAC no later than July 15, 2015; and

**WHEREAS**, as per past practice, the JCHA advertised a Request For Proposal ("RFP") on February 24, 2015 and February 25, 2015 and received only one bid proposal, therefore; advertised a second time on March 31, 2015 and April 1, 2015 and received only one bid proposal; and

**WHEREAS**, on both Request for Proposals, the sole proposal was from the following firm (as detailed in Purchasing Agent's memo):

- 1) BDO PHA Finance, 1801 Market Street, Suite 1700,  
Philadelphia, PA 19103

**WHEREAS**, the sole proposal was reviewed on April 21, 2015 in accordance with the JCHA's Procurement Policy for professional services and RFP evaluation criteria and determined to be in compliance with the RFP's Scope of Services; and

**RESOLUTION AUTHORIZING THE AWARD OF A  
CONTRACT TO BDO PHA FINANCE LLC TO PROVIDE  
PROFESSIONAL ACCOUNTING SERVICES FOR A  
PERIOD OF ONE YEAR  
PAGE 2**

**WHEREAS**, JCHA performed their due diligence and waived the competitive bidding requirement for a third Request for Proposal; and

**WHEREAS**, in order to meet REAC's submission requirements, it is in the best interest of the JCHA to accept the sole proposal in order to have the firm meet HUD's REAC deadline no later than July 15, 2015; and

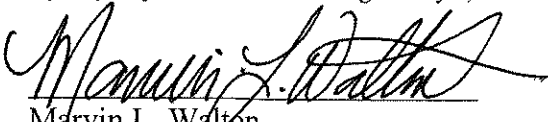
**WHEREAS**, the availability of funds has been established:

**NOW THEREFORE BE IT RESOLVED** by the JCHA Board of Commissioners that a contract for professional accounting services for a period of one year be awarded to BDO PHA Finance, 1801 Market Street, Suite 1700, Philadelphia, Pennsylvania, 19103 in the amount not to exceed Sixty Thousand Dollars (\$60,000.00), subject to General Counsel Opinion.

**Dated: May 4, 2015**

COMMISSIONER	MOTION	2 <sup>nd</sup>	AYE	NAY	ABSENT	ABSTENTION
R. Jones			✓			
F. Kitchens		✓	✓			
T. Kukla			✓			
G. Polanco-Rodriguez					✓	
Vacant						
A. Abdullah	✓		✓			
R. Mukherji			✓			

I hereby certify that the herein above Resolution accurately memorializes the Resolution of the Board of Commissioners of the Housing Authority of the City of Jersey City as presented at its meeting of May 4, 2015 in the presence of a legally binding quorum.

  
 Marvin L. Walton  
 Executive Director/Secretary

**S E A L**

AGENDA ITEM#	6
BOARD MEETING DATE	5/4/15

**RESOLUTION AUTHORIZING THE ADOPTION AND  
SUBMISSION OF THE SECTION 8 MANAGEMENT  
ASSESSMENT PROGRAM (SEMAP) CERTIFICATION  
TO THE DEPARTMENT OF HOUSING AND URBAN  
DEVELOPMENT**

**WHEREAS**, the JCHA administers a Housing Choice Voucher (Section 8) Program with a \$33 Million annual budget that provides rental assistance to over 4,000 families, senior citizens and persons with disabilities; and

**WHEREAS**, the U.S. Department of Housing and Urban Development (HUD) established the Section 8 Management Assessment Program (SEMAP) to objectively measure Housing Authorities' annual performance in key Housing Choice Voucher (Section 8) Program areas; and

**WHEREAS**, SEMAP stipulates that Housing Authorities must compile and certify data related to the operation and performance of their Housing Choice Voucher (Section 8) Program in accordance with Federal Regulation (24 CFR 985.1); and

**WHEREAS**, the JCHA performed a SEMAP review and quality control audit for the period of April 1, 2014 through March 31, 2015, and based on this review, the JCHA anticipates it will receive a score of 99%, which results in a High Performer rating and the JCHA has received High Performer rating since 2007; and

**WHEREAS**, in accordance with NOTICE PIH 98-50, SEMAP "Final Rule," the required certification for the end of the Fiscal Year, March 31, 2015 was completed by the JCHA Housing Choice Voucher (Section 8) Program and is herein attached; and



Resolution Authorizing the Adoption and Submission  
of the Section 8 Management Assessment Program  
(SEMAP) Certification to the U.S. Department of  
Housing & Urban Development  
- Page 2 -

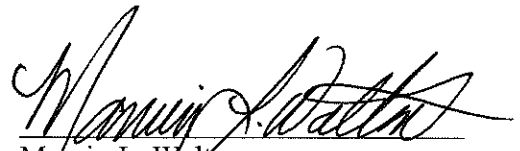
**WHEREAS**, the certification will be electronically submitted to HUD within sixty  
(60) days after the end of the Fiscal Year, i.e., May 30<sup>th</sup>, 2015.

**NOW THEREFORE BE IT RESOLVED** that the JCHA Board of Commissioners  
authorize the submission of the Section 8 Management Assessment Program (SEMAP)  
Certification to the U.S. Department of Housing and Urban Development, subject to HUD  
review and approval.

**Dated: May 4, 2015**

COMMISSIONER	Motion	2 <sup>nd</sup>	AYE	NAY	Absent	Abstention
R. Jones			✓			
F. Kitchens		✓	✓			
T. Kukla			✓			
G. Polance-Rodriguez					✓	
Vacant						
A. Abdullah	✓		✓			
R. Mukherji			✓			

I hereby certify that the hereinabove Resolution accurately memorializes the Resolution of the Board of Commissioners  
of the Housing Authority of the City of Jersey City as presented at its meeting of May 4, 2015 in the presence of a legally  
binding quorum.

  
Marvin L. Walton  
Executive Director/Secretary

SEAL

AGENDA ITEM#	7
BOARD MEETING DATE	5/4/15

**RESOLUTION CONFIRMING THE AWARD OF A CONTRACT TO HEWLETT PACKARD/COMPORT TECHNOLOGY SOLUTIONS TO PROVIDE AND INSTALL SERVERS AND SOFTWARE FOR THE PUBLIC HOUSING AND HOUSING CHOICE VOUCHER (SECTION 8) PROGRAMS**

**WHEREAS**, the Jersey City Housing Authority (hereinafter "JCHA") previously awarded a contract to Emphasys Computer Solutions to install and maintain a comprehensive public and assisted housing computerized management information system; and

**WHEREAS**, this current system is in need of replacement equipment and software upgrading and training in order to improve efficiency, increase capacity and provide system backup capability; and

**WHEREAS**, the current equipment is obsolete and in critical condition with the threat of losing data and productivity; and

**WHEREAS**, pursuant to the JCHA's Procurement Policy, Federal or State Contracts from Hewlett Packard/Comport Technology Solutions (WSCA/NASPO Contract #70262); may be utilized and justified without public advertising and without public bidding; and

**WHEREAS**, three (3) competitive quotes were received for the supplying and installation of hardware and software; and

**WHEREAS**, availability of funds has been established.

**RESOLUTION CONFIRMING THE AWARD OF A CONTRACT TO HEWLETT PACKARD/COMPORT TECHNOLOGY SOLUTIONS TO PROVIDE AND INSTALL SERVERS AND SOFTWARE FOR THE PUBLIC HOUSING AND HOUSING CHOICE VOUCHER (SECTION 8) PROGRAMS**

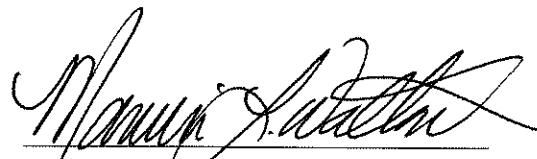
Page 2

**NOW THEREFORE BE IT RESOLVED** that the JCHA Board of Commissioners confirms the award of a contract to Hewlett Packard/Comport Technology Solutions, ATTN: Govern/Ed Sales, 10810 Farnam Drive, Omaha, NE 68154 for three Servers, software and installation in an amount not to exceed Ninety Four Thousand Nine Hundred Eighty Four and 87 cents (\$94,984.87) subject to General Counsel Opinion.

**DATED: May 4, 2015**

COMMISSIONER	Motion	2 <sup>nd</sup>	AYE	NAY	ABSENT	ABSTENTION
R. Jones			✓			
F. Kitchens		✓	✓			
T. Kukla			✓			
G. Polanco-Rodriguez					✓	
Vacant						
A. Abdulla	✓		✓			
R. Mukherji			✓			

I hereby certify that the hereinabove Resolution accurately memorializes the Resolution of the Board of Commissioners of the Housing Authority of the City of Jersey City as presented at its meeting of May 4, 2015 in the presence of a legally binding quorum.

  
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**Marvin Walton**  
 Executive Director/Secretary

**S E A L**

AGENDA ITEM#	8
BOARD MEETING DATE	5/4/15

**RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO ABCON SALES CORPORATION FOR THE FURNISHING AND DELIVERY OF KITCHEN CABINETS FOR ALL JCHA OWNED DEVELOPMENTS FOR A PERIOD OF ONE (1) YEAR WITH AN OPTION FOR AN ADDITIONAL YEAR**

**WHEREAS**, it has been deemed necessary by the JCHA to public bid for the furnishing and delivery of kitchen cabinets for a period of one year to be used "as needed" for the replacement of existing worn cabinets and in the refurbishing of vacant apartments at all JCHA owned developments; and

**WHEREAS**, in accordance with the JCHA's Procurement Policy and governing statutes of the State of New Jersey, the JCHA has properly bid for said service on March 11, 2015, less than three (3) bids were received (contract was rebid) and on April 15, 2015 a total of one (1) bid package was received for award consideration as follows:

- ABCON Sales Corporation, Remsenburg, NY 11960

**WHEREAS**, ABCON Sales Corporation was the sole and responsible bidder for a total bid amount of one hundred eleven thousand nine hundred sixty eight dollars (\$111,968.00) and;

**WHEREAS**, an upset limit of one hundred thousand eight hundred seventy dollars (\$100,870.00) was allotted for this contract; and

**WHEREAS**, ABCON Sales Corporation has performed satisfactory for the JCHA in the past; and availability of funds has been established; and

**RE: RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO ABCON SALES CORPORATION FOR THE FURNISHING AND DELIVERY OF KITCHEN CABINETS FOR ALL JCHA OWNED DEVELOPMENTS FOR A PERIOD OF ONE (1) YEAR WITH AN OPTION FOR AN ADDITIONAL YEAR**

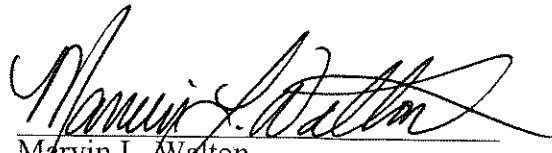
Page Two

**NOW THEREFORE BE IT RESOLVED** that the JCHA Board of Commissioners authorizes award of a contract to ABCON Sales Corporation, P.O. Box 2017 Remsenburg, NY 11960 in the amount not to exceed one hundred thousand eight hundred seventy dollars (\$100,870.00) for the furnishing and delivery of kitchen cabinets for a period of one year "as needed" for the replacement of existing worn cabinets at all JCHA owned developments subject to General Counsel opinion.

DATED: MAY 4, 2015

COMMISSIONER	Motion	2 <sup>nd</sup>	AYE	NAY	Absent	Abstention
R. Jones			✓			
F. Kitchens		✓	✓			
T. Kukla			✓			
G. Polanco-Rodriguez					✓	
Vacant						
A. Abdullah	✓		✓			
R. Mukherji			✓			

I hereby certify that the hereinabove Resolution accurately memorializes the Resolution of the Board of Commissioners of the Housing Authority City of Jersey City as presented at its meeting of May 4, 2015 in the presence of a legally binding quorum.

  
 Marvin L. Walton  
 Executive Director/Secretary

SEAL

AGENDA ITEM#	9
BOARD MEETING DATE	5/4/15

**RESOLUTION AUTHORIZING EXECUTION OF  
THE TERM OPTION CLAUSE TO EMPTY  
BUILDING SECURITY FOR THE RENTAL OF  
SECURITY WINDOW SCREENS AND DOORS  
FOR MONTGOMERY GARDENS FOR A PERIOD  
OF ONE YEAR**

**WHEREAS**, the JCHA public bid for the rental of security window screens and doors for Montgomery Gardens specifically, 565 Montgomery Street (Building 3) 569 Montgomery Street (Building 5) and 571 Montgomery Street (Building 6) on March 13, 2013 and April 16, 2013 for an initial period of one (1) year with an option for an additional two (2) years under the same terms and conditions; and

**WHEREAS**, a contract was awarded on May 1, 2013 (#100816) to Empty Building Security for the rental of security window screens and doors at Montgomery Gardens in the amount of thirty-three thousand eight hundred thirty six dollars and sixty four cents per year (\$33,836.64 per year); and

**WHEREAS**, the term option clause is included in the specifications term as required by Local Public Contract Law (Attached pg. 1); and

**WHEREAS**, in order to continue to provide uninterrupted services for security of the buildings at Montgomery Gardens, the JCHA wishes to exercise the term option clause for the third year under the same terms and conditions at a total not to exceed thirty three thousand eight hundred thirty six dollars and sixty four cents per year (\$33,836.64 per year); and

**WHEREAS**, Empty Building Security has performed this service satisfactorily for the JCHA in the past and availability of funds has been established.

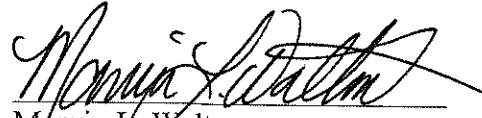
RE: RESOLUTION AUTHORIZING EXECUTION  
 OF THE TERM OPTION CLAUSE TO EMPTY  
 BUILDING SECURITY FOR THE RENTAL OF  
 SECURITY WINDOW SCREENS AND DOORS  
 FOR MONTGOMERY GARDENS FOR A PERIOD  
 OF ONE YEAR  
 Page 2

**NOW THEREFORE BE IT RESOLVED** that the JCHA Board of Commissioners authorizes execution of the third year term option clause to Empty Building Security, 101 N. Park Street, East Orange, New Jersey 07017 for an amount not to exceed thirty three thousand eight hundred thirty six dollars and sixty four cents per year (\$33,836.64 per year) for the rental of security window screens and doors for Montgomery Gardens specifically 565 Montgomery Street (Building 3) 569 Montgomery Street (Building 5) and 571 Montgomery Street (Building 6) for a period of one year commencing May 2, 2015 to May 1, 2016 subject to General Counsel Opinion.

DATED: May 4, 2015

COMMISSIONER	Motion	2 <sup>nd</sup>	AYE	NAY	Absent	Abstention
R. Jones			✓			
F. Kitchens		✓	✓			
T. Kukla			✓			
G. Polanco-Rodriguez					✓	
Vacant						
A. Abdullah	✓		✓			
R. Mukherji			✓			

I hereby certify that the hereinabove Resolution accurately memorializes the Resolution of the Board of Commissioners of the Housing Authority of the City of Jersey City as presented at its meeting of May 4, 2015 in the presence of a legally binding quorum.

  
 Marvin L. Walton  
 Executive Director/Secretary

**S E A L**

**RESOLUTION AUTHORIZING OFFICIAL TRAVEL BY  
JCHA BOARD OF COMMISSIONERS AND STAFF TO  
ATTEND DESIGNATED TRAINING WORKSHOPS AND  
CONFERENCES**

**WHEREAS**, Commissioners and staff training, peer information exchange, legislative and regulatory status updates and input are basic elements of effective organizations; and,

**WHEREAS**, national, state and local third party institutions, organizations and training firms provide for the above purposes through organizing, sponsoring and presenting training and information workshops and conferences; and

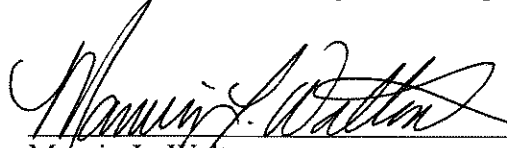
**WHEREAS**, a monthly listing of the proposed training related travel for JCHA Commissioners and employees is provided (attached):

**NOW THEREFORE BE IT RESOLVED** by the JCHA Board of Commissioners, that the attached listing of JCHA Commissioners and staff travel for this month is approved.

**DATED: May 4, 2015**

COMMISSIONER	Motion	2 <sup>nd</sup>	AYE	NAY	Absent	Abstention
R. Jones			✓			
F. Kitchens		✓	✓			
T. Kukla			✓			
G. Polanco-Rodriguez					✓	
Vacant						
A. Abdullah	✓		✓			
R. Mukherji			✓			

I hereby certify that the hereinabove Resolution accurately memorializes the Resolution of the Board of Commissioners of the Housing Authority of the City of Jersey City as presented at its meeting of May 4, 2015 in the presence of a legally binding quorum.

  
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 Marvin L. Walton  
 Executive Director/Secretary

SEAL



**RESOLUTION AUTHORIZING THE ADOPTION OF THE  
RULES OF ORDER OF THE HOUSING AUTHORITY OF THE  
CITY OF JERSEY CITY**

**WHEREAS**, the Board of Commissioners has adopted Rules of Order of the Housing Authority of the City of Jersey City (hereinafter referred to as the "JCHA") so as to permit the JCHA to conduct its business in a timely, orderly and efficient manner; and

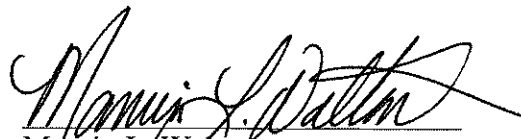
**WHEREAS**, pursuant to the Rules of Order, the Rules of Order shall be adopted by resolution each year at the Authority's Reorganization Meeting and shall be officially designated as the Guide Book for the conduct of all meetings. The rules shall become effective immediately after adoption and shall remain in effect until the succeeding Annual Reorganization Meeting:

**NOW THEREFORE BE IT RESOLVED** that the JCHA Board of Commissioners authorized the adoption of the Rules of Order (attached), subject to Legal Counsel opinion.

**DATED: May 4, 2015**

COMMISSIONER	Motion	2 <sup>nd</sup>	AYE	NAY	Absent	Abstention
R. Jones	✓		✓			
F. Kitchens		✓	✓			
T. Kukla			✓			
G. Polanco-Rodriguez					✓	
Vacant						
A. Abdullah			✓			
R. Mukherji			✓			

I hereby certify that the herein above Resolution accurately memorializes the Resolution of the Board of Commissioners of the Housing Authority of the City of Jersey City as presented at its meeting of May 4, 2015 in the presence of a legally binding quorum.

  
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 Marvin L. Walton  
 Executive Director

**SEAL**