

The Caucus of the Housing Authority of the City of Bayonne was held on Tuesday, July 11, 2023 at 4:30 PM in the Conference Room located at 549 Avenue A, Bayonne, NJ 07002.

The following correspondence was received from the Executive Director, John T. Mahon.

**Honorable Vincent Lombardo**

**Honorable Irene Rose Pyke**

**Honorable Robert Doria**

**Honorable Shanna McKennan**

**Honorable Jubrial J. Nesheiwat**

**Honorable Keith Makowski**

**Raff, Masone & Weeks, Counsel**

Members of the Board:

In accordance with the By-laws of the Housing Authority of the City of Bayonne, after consulting with the other Commissioners of the Authority, I have determined to call Caucus Meetings of the Authority, generally to be held one hour directly before the Regular Meetings.

Very truly yours,  
**Vincent Lombardo**  
**Chairman**

The Regular Meeting of the Housing Authority of the City of Bayonne was held on **Tuesday, July 11, 2023 at 5:30 PM** in the Conference Room located at 549 Avenue A, Bayonne, NJ 07002.

**Members of the Board:**

Resolution authorizing the acceptance of the minutes of the Board of Commissioners regular meeting held on June 21, 2023.

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On July 11, 2023 at 10:00 AM proposals were received and opened for General Legal Counsel from the following:

<b>PROPOSERS</b>	<b>AMOUNT</b>
<a href="#"><u>Raff, Masone &amp; Weeks, P.A.</u></a>	\$366,666.00

The Finance Committee will report its recommendations for the General Legal Counsel RFP. Action may be taken on this matter.

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A Request For Proposals for A/E Services for Replacement of Stair Treads and Entrance Vestibule Flooring At Pamrapo Gardens (12-1), Bergen Point Gardens (12-2), Centerville Gardens (12-3), and La Tourette Gardens (12-4). Links to the submissions are below.

<b>PROPOSERS</b>	<b>AMOUNT</b>
<a href="#"><u>DAL Design Group</u></a>	\$38,000.00
<a href="#"><u>Lothrop Associates Architects</u></a>	\$44,400.00

A Resolution awarding a contract to DAL Design Group is being prepared for your consideration.

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A Request For Proposals for A/E Services for Restoration of Outdoor Handrails and Fencing At All Sites. Links to the submissions are below.

<b>PROPOSERS</b>	<b>AMOUNT</b>
<a href="#"><u>Lothrop Associates Architects</u></a>	\$33,300.00

A Resolution awarding a contract to Lothrop Associates Architects is being prepared for your consideration.

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A Request For Proposals for A/E Services for Upgrades to Building Lobbies At Pamrapo Gardens Annex (12-6A) and East Side Gardens (12-6B). Links to the submissions are below.

<b>PROPOSERS</b>	<b>AMOUNT</b>
<a href="#"><u>DAL Design Group</u></a>	\$42,000.00
<a href="#"><u>Clarke Caton Hintz</u></a>	\$29,000.00
<a href="#"><u>Lothrop Associates Architects</u></a>	\$34,400.00

A Resolution awarding a contract to Clarke Caton Hintz is being prepared for your consideration.

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A Request For Proposals for A/E Services for Replacement of Outside Stairs to Building Entrances At Pamrapo Gardens (12-1). Links to the submissions are below.

<b>PROPOSERS</b>	<b>AMOUNT</b>
<a href="#"><u>DAL Design Group</u></a>	\$32,000.00
<a href="#"><u>Lothrop Associates Architects</u></a>	\$39,900.00

A Resolution awarding a contract to DAL Design Group is being prepared for your consideration.

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**Executive/Strategic Planning Committee**

No report.

**Finance and Personnel Committee**

The committee reviewed the financials and found them in order.

**Facilities and Tenant Relations Committee**

No report.

Respectfully submitted,  
John T. Mahon  
Executive Director

**Executive Director John Mahon:**

In accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975, the “so called” Sunshine Law, a notice was forwarded to the clerk of the City of Bayonne and to the Jersey Journal and was posted on the bulletin board in the lobby of 549 Avenue A, Bayonne, New Jersey. Also in accordance of executive order no. 103, issued by Governor Murphy on March 9, 2020, declaring a state of emergency and a public health emergency in the state of New Jersey, although it’s technically been rescinded, we’re following all said provisions of the emergency order. We can call this meeting to order and please be advised that this public meeting is being recorded.

*Pledge of Allegiance*

*Executive Director John Mahon then called the roll and the following were present:  
Chair Lombardo, Vice Chair Pyke, Commissioners Doria, Nesheiwat, and Makowski.  
There was an excused absence for Commissioner McKennan.*

**(6925) WHEREAS,** the Housing Authority of the City of Bayonne (the “Authority”) has determined that, given the nature and extent of the items discussed and voted upon at its

regular meetings, it would be in the Authority's best interests to adopt a consent agenda format for all routine and un-debated matters; and

**WHEREAS**, the Authority's Commissioners have reviewed the items listed on the printed agenda, and determined that all, (except resolutions numbered 6927 & 6930) shall be voted on together; and

**WHEREAS**, all Commissioners in attendance at this Regular Meeting of the Authority are in agreement with this determination;

**NOW THEREFORE BE IT RESOLVED**, that the resolutions numbered 6925 - 6926, 6928 - 6929, 6931 - 6932 are hereby adopted, effective immediately.

**(6926) WHEREAS**, the Board of Commissioners held the regular Board meeting on June 21, 2023 meeting which was attended in person by the Commissioners; and,

**WHEREAS**, the minutes of the meeting must be and have been presented to the Board for review and approval; and,

**NOW THEREFORE BE IT RESOLVED**, by the Housing Authority of the City of Bayonne Board of Commissioners that the attached minutes of the June 2023 Board of Commissioners regular meeting are approved.

**(6927)** *This resolution was excluded from the Consent Agenda and voted on individually below.*

**(6928) WHEREAS**, in accordance with the United States Department of Housing and Urban Development ("HUD") procurement of professional services, pursuant to the RFQ dated May 16, 2023, and said RFQ having been publicly advertised in a newspaper of general circulation in the City of Bayonne, and in compliance with the Fair and Open Process as established and further defined by N.J.S.A. 19:44A-20.4, et seq., the Housing Authority of the City of Bayonne (the "Authority") forwarded a Request for Proposals (the "RFP") for Architectural/Engineering Services (the "A/E Services") to properly qualified Architects/Engineers pursuant to said RFQ in connection with the following project: **REPLACEMENT OF STAIR TREADS AND ENTRANCE VESTIBULE FLOORING AT PAMRAPO GARDENS (12-1), BERGEN POINT GARDENS (12-2), CENTERVILLE GARDENS (12-3), AND LA TOURETTE GARDENS (12-4).**

**WHEREAS**, as of the **10:00 AM on July 6, 2023** deadline for receipt of proposals in response to the RFP, the following Architectural/Engineering firms submitted proposals as follows:

<b>PROPOSER</b>	<b>AMOUNT</b>
<a href="#"><u>DAL Design Group</u></a>	\$38,000.00
<a href="#"><u>Lothrop Associates Architects</u></a>	\$44,400.00

**WHEREAS**, the Board of Commissioners have reviewed the proposals received based on evaluation criteria included in the RFP and recommends that the Authority accept the proposal of **DAL Design Group** to perform the A/E Services, and

**WHEREAS**, the award of this contract by resolution for Professional Architectural Services complies with the requirements of N.J.S.A.40A:11-5(1)(a)(i), et seq., and

**NOW THEREFORE BE IT RESOLVED BY THE COMMISSIONERS OF THE AUTHORITY**, that the proposal of **DAL Design Group** is hereby accepted, with the understanding that any condition or provision contained in the proposal, which is inconsistent with the Authority's Standard Agreement for Professional Architects/Engineers Services (the "Agreement") and the RFP, is not accepted, and

**BE IT FURTHER RESOLVED**, that the Authority’s appropriate officers are hereby authorized and directed to enter into the Agreement with **DAL Design Group** to perform said A/E Services in the amount of **\$38,000.00**, and

**BE IT FURTHER RESOLVED**, that in accordance with the New Jersey Local Publish Law Contracts Law, N.J.S.A. 40A:11 et seq., the hiring of **DAL Design Group** to provide the A/E Services, including the nature, service, duration and amount of the contract and a statement that the contract and the hiring resolution are available for public inspection, shall be published as a legal notice once in a newspaper authorized by law to publish such notice.

**(6929) WHEREAS**, in accordance with the United States Department of Housing and Urban Development (“HUD”) procurement of professional services, pursuant to the RFQ dated May 16, 2023, and said RFQ having been publicly advertised in a newspaper of general circulation in the City of Bayonne, and in compliance with the Fair and Open Process as established and further defined by N.J.S.A. 19:44A-20.4, et seq., the Housing Authority of the City of Bayonne (the “Authority”) forwarded a Request for Proposals (the “RFP”) for Architectural/Engineering Services (the “A/E Services”) to properly qualified Architects/Engineers pursuant to said RFQ in connection with the following project: **RESTORATION OF OUTDOOR HANDRAILS AND FENCING AT ALL SITES**. **WHEREAS**, as of the **10:00 AM on July 6, 2023** deadline for receipt of proposals in response to the RFP, the following Architectural/Engineering firms submitted proposals as follows:

<b>PROPOSER</b>	<b>AMOUNT</b>
<u><a href="#">Lothrop Associates Architects</a></u>	\$33,300.00

**WHEREAS**, the Board of Commissioners have reviewed the proposals received based on evaluation criteria included in the RFP and recommends that the Authority accept the proposal of **Lothrop Associates Architects** to perform the A/E Services, and

**WHEREAS**, the award of this contract by resolution for Professional Architectural Services complies with the requirements of N.J.S.A.40A:11-5(1)(a)(i), et seq., and

**NOW THEREFORE BE IT RESOLVED BY THE COMMISSIONERS OF THE AUTHORITY**, that the proposal of **Lothrop Associates Architects** is hereby accepted, with the understanding that any condition or provision contained in the proposal, which is inconsistent with the Authority’s Standard Agreement for Professional Architects/Engineers Services (the “Agreement”) and the RFP, is not accepted, and

**BE IT FURTHER RESOLVED**, that the Authority’s appropriate officers are hereby authorized and directed to enter into the Agreement with **Lothrop Associates Architects** to perform said A/E Services in the amount of **\$33,300.00**, and

**BE IT FURTHER RESOLVED**, that in accordance with the New Jersey Local Publish Law Contracts Law, N.J.S.A. 40A:11 et seq., the hiring of **Lothrop Associates Architects** to provide the A/E Services, including the nature, service, duration and amount of the contract and a statement that the contract and the hiring resolution are available for public inspection, shall be published as a legal notice once in a newspaper authorized by law to publish such notice.

**(6930)** *This resolution was excluded from the Consent Agenda and voted on individually below.*

**(6931) WHEREAS**, in accordance with the United States Department of Housing and Urban Development (“HUD”) procurement of professional services, pursuant to the RFQ dated May 16, 2023, and said RFQ having been publicly advertised in a newspaper of general

circulation in the City of Bayonne, and in compliance with the Fair and Open Process as established and further defined by N.J.S.A. 19:44A-20.4, et seq., the Housing Authority of the City of Bayonne (the “Authority”) forwarded a Request for Proposals (the “RFP”) for Architectural/Engineering Services (the “A/E Services”) to properly qualified Architects/Engineers pursuant to said RFQ in connection with the following project: **REPLACEMENT OF OUTSIDE STAIRS TO BUILDING ENTRANCES AT PAMRAPO GARDENS (12-1).**

**WHEREAS**, as of the **10:00 AM on July 6, 2023** deadline for receipt of proposals in response to the RFP, the following Architectural/Engineering firms submitted proposals as follows:

<b>PROPOSER</b>	<b>AMOUNT</b>
<a href="#"><u>DAL Design Group</u></a>	\$32,000.00
<a href="#"><u>Lothrop Associates Architects</u></a>	\$39,900.00

**WHEREAS**, the Board of Commissioners have reviewed the proposals received based on evaluation criteria included in the RFP and recommends that the Authority accept the proposal of **DAL Design Group** to perform the A/E Services, and

**WHEREAS**, the award of this contract by resolution for Professional Architectural Services complies with the requirements of N.J.S.A.40A:11-5(1)(a)(i), et seq., and

**NOW THEREFORE BE IT RESOLVED BY THE COMMISSIONERS OF THE AUTHORITY**, that the proposal of **DAL Design Group** is hereby accepted, with the understanding that any condition or provision contained in the proposal, which is inconsistent with the Authority’s Standard Agreement for Professional Architects/Engineers Services (the “Agreement”) and the RFP, is not accepted, and

**BE IT FURTHER RESOLVED**, that the Authority’s appropriate officers are hereby authorized and directed to enter into the Agreement with **DAL Design Group** to perform said A/E Services in the amount of **\$32,000.00**, and

**BE IT FURTHER RESOLVED**, that in accordance with the New Jersey Local Publish Law Contracts Law, N.J.S.A. 40A:11 et seq., the hiring of **DAL Design Group** to provide the A/E Services, including the nature, service, duration and amount of the contract and a statement that the contract and the hiring resolution are available for public inspection, shall be published as a legal notice once in a newspaper authorized by law to publish such notice.

**(6932) WHEREAS**, the Executive Director of the Housing Authority of the City of Bayonne (the “Authority”) has prepared the attached list of claims and payments (the “List”) for consideration by the Authority Board of Commissioners, and

**WHEREAS**, the List has been reviewed by the Commissioners,

**NOW THEREFORE BE IT RESOLVED** that the Chairman or Vice Chairman and the Executive Director be authorized and directed to execute checks for and make the payments hereby approved.

**Executive Director John Mahon:**

Do I hear a motion to approve the [consent agenda] excluding resolution #2[6927] and #5[6930]?

*Motion by Commissioner Makowski and seconded by Vice Chair Pyke.*

**AYES:** *Chair Lombardo, Vice Chair Pyke, Commissioners Doria, Nesheiwat, McKennan, and Makowski.*

**OPPOSED:**

**ABSTAIN:**

**MOTION CARRIED.**

*John Mahon reads resolution numbered 6930:*

**(6930) WHEREAS**, in accordance with the United States Department of Housing and Urban Development (“HUD”) procurement of professional services, pursuant to the RFQ dated May 16, 2023, and said RFQ having been publicly advertised in a newspaper of general circulation in the City of Bayonne, and in compliance with the Fair and Open Process as established and further defined by N.J.S.A. 19:44A-20.4, et seq., the Housing Authority of the City of Bayonne (the “Authority”) forwarded a Request for Proposals (the “RFP”) for Architectural/Engineering Services (the “A/E Services”) to properly qualified Architects/Engineers pursuant to said RFQ in connection with the following project: **UPGRADES TO BUILDING LOBBIES AT PAMRAPO GARDENS ANNEX (12-6A) AND EAST SIDE GARDENS (12-6B).**

**WHEREAS**, as of the **10:00 AM on July 6, 2023** deadline for receipt of proposals in response to the RFP, the following Architectural/Engineering firms submitted proposals as follows:

<b>PROPOSER</b>	<b>AMOUNT</b>
<a href="#"><u>DAL Design Group</u></a>	\$42,000.00
<a href="#"><u>Clarke Caton Hintz</u></a>	\$29,000.00
<a href="#"><u>Lothrop Associates Architects</u></a>	\$34,400.00

**WHEREAS**, the Board of Commissioners have reviewed the proposals received based on evaluation criteria included in the RFP and recommends that the Authority accept the proposal of **Clarke Caton Hintz** to perform the A/E Services, and

**WHEREAS**, the award of this contract by resolution for Professional Architectural Services complies with the requirements of N.J.S.A.40A:11-5(1)(a)(i), et seq., and

**NOW THEREFORE BE IT RESOLVED BY THE COMMISSIONERS OF THE AUTHORITY**, that the proposal of **Clarke Caton Hintz** is hereby accepted, with the understanding that any condition or provision contained in the proposal, which is inconsistent with the Authority’s Standard Agreement for Professional Architects/Engineers Services (the “Agreement”) and the RFP, is not accepted, and

**BE IT FURTHER RESOLVED**, that the Authority’s appropriate officers are hereby authorized and directed to enter into the Agreement with **Clarke Caton Hintz** to perform said A/E Services in the amount of **\$29,000.00**, and

**BE IT FURTHER RESOLVED**, that in accordance with the New Jersey Local Publish Law Contracts Law, N.J.S.A. 40A:11 et seq., the hiring of **Clarke Caton Hintz** to provide the A/E Services, including the nature, service, duration and amount of the contract and a statement that the contract and the hiring resolution are available for public inspection, shall be published as a legal notice once in a newspaper authorized by law to publish such notice.

*Motion by Commissioner Nesheiwat and seconded by Vice Chair Pyke.*

**AYES:** *Vice Chair Pyke, Commissioners Doria, Nesheiwat, McKennan, and Makowski.*

**OPPOSED:**

**ABSTAIN:** *Chair Lombardo*

**MOTION CARRIED.**

**Executive Director John Mahon:**

For the RFP for Legal Services, do I have a motion and a second?

*Motion by Commissioner Doria and seconded by Commissioner Nesheiwat.*

*John Mahon reads resolution numbered 6927:*

**(6927) WHEREAS**, the Housing Authority of the City of Bayonne (the “Authority”) published a notice in The Jersey Journal requesting attorneys and law firms to submit proposals for General Legal Counsel Services to the Authority (“RFP”); and  
**WHEREAS**, at **10:00 AM on Tuesday, July 11, 2023** proposals were received and the Authority’s Executive Director opened the proposals from the following:

<b>PROPOSERS</b>	<b>AMOUNT</b>
Raff, Masone & Weeks, P.A.	\$366,666.00

**WHEREAS**, the Authority’s Finance Committee evaluated the proposals received based on evaluation criteria included in the RFP, which included, but not limited to price, and recommends that the Authority accept the proposal of **Raff, Masone & Weeks, P.A.** based upon its receiving the highest evaluation score; and

**WHEREAS**, it is the conclusion of the Commissioners of the Authority that based upon the proposal submitted by **Raff, Masone & Weeks, P.A.** to provide the Authority’s General Counsel Services, the selection **Raff, Masone & Weeks, P.A.** is in the best interest of the Authority; and

**WHEREAS**, the award of this contract has complied with the fair and open process, established and further defined by N.J.S.A. 19:44A-20.7. Consequently, the provisions of N.J.S.A. 19:44A-20.5 and N.J.S.A. 19:44A 20.26, as to campaign contributions, do not apply to the contract, and

**WHEREAS**, the Local Public Contracts Law of the State of New Jersey, N.J.S.A. 40A:11-1 et seq., requires that the resolution authorizing the award of a contract for “Professional Services” without competitive bids and the contract itself must be available for public inspections;

**NOW THEREFORE BE IT RESOLVED**, that the appropriate officers of the Authority are authorized and directed to execute the form of contract providing for a eleven (11) month contract for General Counsel Services with **Raff, Masone & Weeks, P.A.** as Counsel for the Authority for **\$366,666.00** for the period from August 1, 2023 to June 30, 2024, and

**BE IT FURTHER RESOLVED**, that this contract has been awarded under competitive proposal procurement procedures, as more fully described at 24 CFR 83.36 and PIH Notice 2003-24, and as a “Professional Services” was not required to be bid under New Jersey Local Public Contract Law” and that a notice of this action shall be published once in an appropriate newspaper of general circulation.

**Executive Director John Mahon:**

Any questions on that resolution? Hearing none, we’ll do a roll call.

**AYES:** *Vice Chair Pyke, Commissioners Doria, Nesheiwat, McKennan, and Makowski.*

**OPPOSED:**

**ABSTAIN:** *Chair Lombardo*

**MOTION CARRIED.**

**Executive Director John Mahon:**

Mr. Chairman, we're done with the regular order of business and I turn the meeting over to you.

**Chair Lombardo:**

Just two quick notes. Paul, congratulations, we've got a lot of work coming up. We have no doubt that Raff, Masone & Weeks will be able to continue at such a high level. Thank you for that.

Tim, I want to thank you for joining us today. I'm not gonna put you on the spot and ask you about your life and what you're doing and all that good stuff. Full disclosure, I work with Tim's father. Tim, where do you go to school?

**Tim Brennan, Intern:**

Binghamton University in New York.

**Chair Lombardo:**

Economics major, right? So he's been working on a number of analyses and studies for you, right?

**Executive Director John Mahon:**

And we're doing some more, we just talked today.

**Chair Lombardo:**

Tim, just to give you a flavor, we're all volunteers appointed by the Mayor of the City of Bayonne. Up here we have a high school principal, a high school business teacher, a certified public accountant, a principal of a charter school, and myself. We don't get paid, we do this because we believe in the community. It's always important to give back. There's one other person who's not here who works for the city, a resident. By law we need to have a resident on the board and they're doing a great job. The Governor appoints someone as well but that position's been vacant for what, about a year and a half now?

**Executive Director John Mahon:**

Yeah.

**Chair Lombardo:**

So having said that, I hope you're learning from the great people you have in this room. John, Mike, Ray, Evan, Dave, Hernan. We want to thank you for taking the time and choosing us to do your internship. And we're here if you have any questions. Through John, you can reach any of us if we can be of any help. How's your experience here?

**Tim Brennan, Intern:**

It's been good. I'm learning a lot.

**Chair Lombardo:**

And how many times have you been to Pizza Masters?

**Tim Brennan, Intern:**

I think only once.

**Chair Lombardo:**

His father asked where you go to lunch around here and I said anywhere you have to walk to. But anyway Tim, thank you for coming. These meetings are usually short. The bulk of our meetings are in our caucuses and our meetings, and you're the first person sitting in that chair in how many months?

**Executive Director John Mahon:**

Quite a few.

**Chair Lombardo:**

Quite a few. So, thank you and thank you for everything you do. Would anyone else like to share anything? Can we have a motion to adjourn?

*Motion by Commissioner Makowski and seconded by Vice Chair Pyke*

**Executive Director John Mahon:**

All in favor?

**AYES:** *Chair Lombardo, Vice Chair Pyke, Commissioners Doria, Nesheiwat, McKennan, and Makowski.*

**OPPOSED:**

**ABSTAIN:**

**MOTION CARRIED.**

*The meeting was then adjourned at 5:40 PM.*