

The Caucus of the Housing Authority of the City of Bayonne was held on Tuesday, July 30, 2024 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 30, 2024 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 25, 2024.

* * * * *

* * * * *

* * * * *

On July 23, 2024 at 2:00 PM proposals were received and opened for Auditing Services from the following:

PROPOSER	AMOUNT
Polcari & Co.	\$19,500.00
Overhead Solutions Group	\$30,000.00

A resolution awarding a contract to Polcari & Co. is being prepared for your consideration.

* * * * *

* * * * *

* * * * *

On July 23, 2024 at 2:15 PM proposals were received and opened for A/E Services for **Bathtub Replacements at Constable Hook Village (12-7) and Kill Van Kull Gardens Annex (12-7A)**. Links to the submissions are below.

PROPOSER	PROPOSAL AMOUNT
DAL Design Group	\$24,300
Lothrop Associates Architects	\$28,800
Clarke Caton Hintz	\$58,000

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

* * * * *

* * * * *

* * * * *

On July 23, 2024 at 2:30 PM proposals were received and opened for **Kitchen and Bath Replacements and Plumbing Upgrades at East Side Gardens (12-6B)**. Links to the submissions are below.

PROPOSER	PROPOSAL AMOUNT
DAL Design Group	\$66,600

Clarke Caton Hintz \$98,000

Lothrop Associates Architects \$119,000

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

* * * * *

On July 23, 2024 at 2:45 PM proposals were received and opened for **Roof Replacement at Pamrapo Gardens Annex (12-6A)**. Links to the submissions are below.

PROPOSER	PROPOSAL AMOUNT
Lothrop Associates Architects	\$24,900
DAL Design Group	\$28,600
Clarke Caton Hintz	\$33,500

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

* * * * *

Finance and Personnel Committee

The committee reviewed the materials presented. The budget to actuals, interest and rates, and overtime were reported on and discussed.

Reviewed the Auditing Services proposal submissions. Polcari & Co. was the low proposer.

Facilities and Tenant Relations Committee

Reviewed the 3 sets of RFPs that were received from the qualified Architects/Engineers group. Bathtub Replacements at Constable Hook Village (12-7) and Kill Van Kull Gardens Annex (12-7A) for which DAL Design Group was the low proposer. Kitchen and Bath Replacements and Plumbing Upgrades at East Side Gardens (12-6B) for which DAL Design Group was the low proposer. Roof Replacement at Pamrapo Gardens Annex (12-6A) for which Lothrop Associates Architects was the low proposer.

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 NJ.com and was posted on the bulletin board in the lobby of 549 Avenue A, Bayonne, New Jersey. Also in consideration of executive order #103 issues by Governor Murphy in regards to declaring a state of emergency and a public health emergency, following all said provisions of the emergency order. We’re calling 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, McKennan, and Makowski.*

John Mahon reads Consent Agenda resolution number 7030 listed below

(7030) 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 ____) 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 7030 - 7036 are hereby adopted, effective immediately.

(7031) WHEREAS, the Board of Commissioners held the regular Board meeting on June 25, 2024 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 2024 Board of Commissioners regular meeting are approved.

(7032) WHEREAS, proposals for Fiscal Auditing Services by Independent Public accountants to be rendered to the Housing Authority of the City of Bayonne (the “Authority”) were received on July 23, 2024 at 2:00 PM from the following:

PROPOSERS

Polcari & Co. of Wayne, NJ
Overhead Solutions Group

WHEREAS, in order to comply with the professional procurement requirements of 24 CFR and HUD’s PIH Notice 90-47, the Authority published a notice in The Jersey Journal requesting auditors to submit proposals to provide auditing services to the Authority (“RFP”); 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, Polcari & Co., based on the evaluation criteria, as prepared by the Executive Director and on file at the Authority, has submitted the only proposal and,

WHEREAS, the Local Public Contracts Law of the State of New Jersey, N.J.S.A. 40A:11 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 proposal submitted by Polcari & Co. be accepted to conduct the fiscal Audit of the Housing Authority for twelve (12) month period ending 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 85.36 and PIH Notice 2003-24, and as a “Professional Service” 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.

(7033) 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: **BATHTUB REPLACEMENTS AT CONSTABLE HOOK VILLAGE (12-7) AND KILL VAN KULL GARDENS ANNEX (12-7A).**

WHEREAS, as of the **2:15 PM on July 23, 2024** deadline for receipt of proposals in response to the RFP, the following Architectural/Engineering firms submitted proposals as follows:

PROPOSER

DAL DESIGN GROUP

LOTHROP ASSOCIATES ARCHITECTS

CLARKE CATON HINTZ

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, 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 **\$24,300.00**, 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 **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.

(7034) 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: **KITCHEN AND BATH REPLACEMENTS AND PLUMBING UPGRADES AT EAST SIDE GARDENS (12-6B).**

WHEREAS, as of the **2:30 PM on July 23, 2024** deadline for receipt of proposals in response to the RFP, the following Architectural/Engineering firms submitted proposals as follows:

PROPOSER

DAL DESIGN GROUP

CLARKE CATON HINTZ

LOTHROP ASSOCIATES ARCHITECTS

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, 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 **\$66,600.00**, 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.

(7035) **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: **ROOF REPLACEMENT AT PAMRAPO GARDENS ANNEX (12-6A).**

WHEREAS, as of the **2:45 PM on July 23, 2024** deadline for receipt of proposals in response to the RFP, the following Architectural/Engineering firms submitted proposals as follows:

PROPOSER

LOTHROP ASSOCIATES ARCHITECTS

DAL DESIGN GROUP

CLARKE CATON HINTZ

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**, 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 **\$24,900.00**, 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.

(7036) 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:

Any questions on any of the resolutions? Do I hear a motion?

Motion by Commissioner McKennan and seconded by Commissioner Nesheiwat

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

OPPOSED:

ABSTAIN:

MOTION CARRIED.

Executive Director John Mahon:

Thank you, the Consent Agenda passed. Mr. Chairman, I turn the meeting over to you.

Chair Lombardo:

First, does anyone on our team have anything they’d like to share or say? I’d like to thank the Supervisors and the Directors for coming and meeting with us last week, as well as the office staff, the Admin staff, and the Facilities staff. They were very informative meetings. Would you like to say anything, Irene?

Vice Chair Pyke:

No, I think you said it already. Very informative, I think we got a lot out of it on both parts, and we hope to get problems resolved as soon as possible.

Chair Lombardo:

And we're working on a report?

Vice Chair Pyke:

Yes, a report will be worked on by our next meeting.

Chair Lombardo:

The second thing is the August Meeting of the Housing Authority will be postponed until our September Annual meeting, unless we feel that we have to have an emergency meeting. But [Inaudible] mark it off your calendar, you don't need to be there. Once again, the buildings look great. We got a lot of good input. I was very impressed by the supervisory staff and directors that were here. We heard some of the concerns and we're not ignoring them, they're not being ignored. Is there anyone else who has anything they'd like to share?

Executive Director John Mahon:

May I hear a motion to adjourn?

Motion by Commissioner Makowski and seconded by Commissioner McKennan

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

OPPOSED:

ABSTAIN:

MOTION CARRIED.

Executive Director John Mahon:

Thank you very much.

The meeting was then adjourned at 5:40 PM.