

RESOLUTION NO. 5317

FULL-TIME POSITION
SECTION 8 CASEWORKER
(Doreen Rafferty)

WHEREAS, the Housing Authority (“Authority”) of the Township of Lakewood, in the County of Ocean, and State of New Jersey, has a need to hire a full-time Section 8 Caseworker (35 hours) to fill a vacant position, and

WHEREAS, the Authority advertised for and interviewed several candidates for the vacant position, and

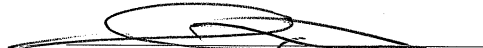
WHEREAS, the Authority hired Doreen Rafferty, and Ms. McCloud successfully completed her six-month Probationary period on May 8, 2022, and

WHEREAS, Ms. Rafferty’s job performance has been rated as above average/satisfactory by her direct supervisor, Norma Berrios and indirect supervisor, Scott Parsons, and

WHEREAS, the Executive Director has certified that funds are available in the Authority’s Operating Budget for this expenditure;

NOW THEREFORE BE IT RESOLVED by the Board that Doreen Rafferty be and is hereby hired as a full-time Section 8 Caseworker on a permanent full-time basis, (35 hours per week), at a wage of \$22.63 per hour with all full-time benefits extended to full-time employees as per the Lakewood Housing Authority’s Personnel Policy.

I hereby certify that the above is a true copy of a Resolution duly adopted by the Board of Commissioners of the Housing Authority of the Township of Lakewood in the County of Ocean at its Regular Meeting held on the 7th day of July 2022.


Scott E. Parsons, Secretary
Executive Director

Motion: SG

Second: SS

| Member | Aye | Nay | Abstain | Absent |
|------------------------|------------|------------|----------------|---------------|
| Gregory Stafford-Smith | X | | | |
| Shabsi Ganzweig | X | | | |
| Angela Caldwell | X | | | |
| Denise Douglas | X | | | |
| Eli Rennert | | | | X |
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RESOLUTION NO. 5318

**RESOLUTION AWARDING CONTRACT FOR
A/E SERVICES FOR
LULU DUFFY COTTAGES HEATING BOILER REPLACEMENT**

WHEREAS, the Affordable Housing Corporation of Lakewood (AHCL), acting as managing agent for Lakewood Housing Authority (LHA) has solicited competitive proposals for A/E Services at the Lulu Duffy Cottages for heating boiler replacement; and

WHEREAS, based upon the criteria established in the proposal the AHCL will award the contract to a firm considering price and five (5) other factors; and

WHEREAS, the AHCL received requests for RFP documents from three (3) firms and received proposals from the following A/E Firm:

Habitech Architecture, LLC
Medford, NJ
\$9,500


; and

WHEREAS, after review of the proposals, the AHCL rated the firm of Habitech Architecture, LLC the highest based on criteria set forth in the Specifications for Architectural & Engineering Services and recommends that the LHA award the contract to Habitech Architecture, LLC; and

NOW THEREFORE BE IT RESOLVED by the members of the Board of Commissioners of the LHA, that the contract for A/E Services for the above-captioned work items be awarded to Habitech Architecture, LLC; in the amount of \$9,500; and

BE IT FURTHER RESOLVED that the AHCL is hereby authorized to enter into said contract and to take any and all necessary administrative actions to implement this Resolution.

I hereby certify that this is a true copy of a Resolution duly adopted by the Board of Commissioners, of the Housing Authority of the Township of Lakewood, in the County of Ocean, at its Regular Board Meeting held on the 7th day of July 2022.


Scott E. Parsons, Secretary
Executive Director

Motion: SG

Second: SS

| Member | Aye | Nay | Abstain | Absent |
|------------------------|-----|-----|---------|--------|
| Gregory Stafford-Smith | X | | | |
| Shabsi Ganzweig | X | | | |
| Angela Caldwell | X | | | |
| Denise Douglas | X | | | |
| Eli Rennert | | | | X |
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RESOLUTION NO. 5319

**APPROVING SHARED SERVICE AGREEMENT
BETWEEN THE LAKEWOOD HOUSING AUTHORITY
AND THE MIDDLETOWN HOUSING AUTHORITY
FOR BOOKKEEPING SERVICES**

WHEREAS, the Lakewood Housing Authority (the "LHA") has a desire to maximize revenue opportunities due to lost revenues from reduced HUD subsidies; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1, et seq.), permits, authorizes, and encourages public bodies to enter into agreements with each other for cost saving purposes; and

WHEREAS, the Middletown Housing Authority (MHA) has determined that it is in need of bookkeeping services and reached out to the LHA regarding providing such services; and

WHEREAS, the LHA has a highly qualified employee, Teresa Acosta, who possesses the expertise and experience to provide the MHA's bookkeeping service needs; and

WHEREAS, the parties have determined it to be in their mutual best interest to enter into a Shared Service Agreement for bookkeeping services; and


WHEREAS, both the LHA and MHA recognize the value and economic benefit in shared bookkeeping services and desire to enter into a Shared Services Agreement whereby the LHA will designate Teresa Acosta to work on MHA matters for no less than seven (7) hours per work week and no more than fourteen (14) hours per work week; and

WHEREAS, Teresa Acosta will receive compensation of fifty percent of the revenue generated to be paid on a monthly basis following the providing of services and billing to the MHA; and

WHEREAS, counsel has reviewed and approved the Shared Services Agreement to be entered into with the MHA;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Lakewood Housing Authority hereby approves entering into the Shared Service Agreement (see attached), between the Lakewood Housing Authority and the Middletown Housing Authority for bookkeeping services effective July 1, 2022 and that the Executive Director is hereby authorized to execute said agreement and to take any and all necessary administrative actions to implement this Resolution.

I hereby certify that this is a true copy of a Resolution duly adopted by the Board of Commissioners, of the Housing Authority of the Township of Lakewood, in the County of Ocean, at its Regular Board Meeting held on the 7th day of July 2022.


*Scott E. Parsons, Secretary
Executive Director*

Motion: SG

Second: SS

| Member | Aye | Nay | Abstain | Absent |
|------------------------|-----|-----|---------|--------|
| Gregory Stafford-Smith | X | | | |
| Shabsi Ganzweig | X | | | |
| Angela Caldwell | X | | | |
| Denise Douglas | X | | | |
| Eli Rennert | | | | X |
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RESOLUTION NO. 5320

**RESOLUTION AWARDING THE CONTRACT FOR
LAUNDRY ROOM UPGRADES AT THE PETER WARD BUILDING**

WHEREAS, the Lakewood Housing Authority (hereinafter referred to as LHA) has a need for the above listed work item; and

WHEREAS, the Affordable Housing Corporation of Lakewood (AHCL) acting as the managing agent for the LHA has advertised for bids, on three occasions, in the appropriate newspapers; and

WHEREAS, on June 16, 2022, AHCL acting as the managing agency for the LHA received the following two (2) bids from bidders:

George Koustas Painting & Construction, LLC, West Long Branch, NJ \$159,000.00

NDP Construction, LLC, Tinton Falls, NJ \$138,000.00

; and

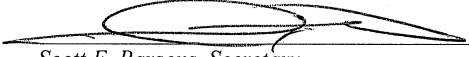
WHEREAS, after review by Habitech Architects P.C. it was determined that NDP Construction, LLC submitted the lowest responsible and responsive base bid in accordance with N.J.S.A. 40A:11-4a in the amount of \$138,000; and

WHEREAS, the LHA applied for CDBG funds through the Township of Lakewood to fund this project and was notified on June 20, 2022 that the project has been approved for \$138,000.

NOW THEREFORE BE IT RESOLVED by the members of the Board of Commissioners of the LHA as follows:

1. The public bid for the work described both herein as well as in the bid specifications and drawings be awarded to NDP Construction, LLC and a contract be executed in their name for the bid price of \$138,000; and
2. The Executive Director is hereby authorized and directed to execute said contract and to take any all necessary administrative actions to implement this Resolution.

I hereby certify that the above is a true copy of a Resolution duly adopted by the Board of Commissioners of the Housing Authority of the Township of Lakewood in the County of Ocean, at its Regular Board Meeting held on the 7th day of July, 2022.



Scott E. Parsons, Secretary
Executive Director

Motion: SG Second: SS

| Member | Aye | Nay | Abstain | Absent |
|------------------------|------------|------------|----------------|---------------|
| Gregory Stafford-Smith | X | | | |
| Shabsi Ganzweig | X | | | |
| Angela Caldwell | X | | | |
| Denise Douglas | X | | | |
| Eli Rennert | | | | X |
| | | | | |