

Board of Commissioners
Robert Barr, Chairperson
Scott Halliday, Vice-Chairperson
Beverly McCall, Commissioner
Robert Henry, Commissioner
Patrick Mumman, Commissioner
Patricia Miles-Jackson, Commissioner
Brian Broadley, Commissioner



204 4th Street
Ocean City, New Jersey 08226

Phone: 609-399-1062
Fax: 609-399-7590

Jacqueline S. Jones, Executive Director

October 13, 2020

The Board of Commissioners
Ocean City Housing Authority
Ocean City, New Jersey 08226

Dear Commissioner:

The regular meeting of the Ocean City Housing Authority will be held on **Tuesday, October 20, 2020, via video-conference at 3:00 pm from the Management Offices of the OCHA located at 191 W. Chestnut Avenue, Vineland, NJ 08360.**

The Board may enter into executive session to discuss personnel matters and any other housing business that meets the criteria for an executive session. Formal action may be taken.

Very truly yours,



Jacqueline S. Jones
Executive Director

Ocean City Housing Authority

AGENDA

Tuesday, October 20, 2020
3:00 p.m.

Via Video-Conference

1. Call to Order
2. Pledge of Allegiance
3. Reading of the "Sunshine Law Statement"
4. Roll Call
5. Approval of Minutes:
 - a. Regular Meeting on September 15, 2020
6. Fee Accountant's Report
7. Executive Director's Report
8. Committee Reports
9. Old Business
10. New Business
11. Resolutions:

# 2020-41	Approval of Monthly Expenses
# 2020-42	Joint Insurance Fund Renewal 2021-2023
# 2020-43	Void
# 2020-44	Void Checks not presented for Payment
# 2020-45	Accounts Receivable Decried as Uncollectible
# 2020-46	Authorizing Contracts with National Contract Vendors
# 2020-47	Authorizing Contracts with State Contract Vendors

Executive Session if required

12. Comments from the press and/or public – Limited to 5 minutes for each speaker
13. Comments from Board Members
14. Adjournment

Housing Authority of the City of Ocean City

Regular Board of Commissioner Meeting Minutes September 15, 2020 – 3:00 p.m.

The regular meeting of the Housing Authority of the City of Ocean City was held September 15, 2020, at 3:02 p.m. via teleconference from the Management Offices of the OCHA located at 191 W. Chestnut Avenue, Vineland, NJ 08360.

The meeting was called to order by Chairman Barr. Chairman Barr requested everyone to rise for the Pledge of Allegiance.

Chairman Barr read the Sunshine Law.

Upon roll call those present were:

Commissioner Robert Halliday	
Commissioner Patrick Mumman	
Commissioner Beverly McCall	
Commissioner Robert Henry	(arrived 3:05 p.m.)
Commissioner Patricia Jackson	
Commissioner Brian Broadley	
Chairman Robert Barr	

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Charles W. Gabage, Esquire – Solicitor, Linda Cavallo – Accountant and Gloria Pomales, Executive Assistant.

Minutes

Chairman Barr requested a motion to approve the Regular Meeting minutes from August 18, 2020. A motion was made by Commissioner McCall and seconded by Commissioner Broadley. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Abstain)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Treasurer's Report

Ms. Cavallo reviewed the Financial Report for the eleven months ended August 31, 2020. Motion to approve the Treasurer's Report made by Commissioner McCall and seconded by Commissioner Mumman. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Executive Director's Report

Mrs. Jones stated she does not have a lot to update from her written report. She will defer to Ron Miller for an update on some items as well as the Resolution section for the award for the Professional Services and the roof contract.

Mrs. Jones indicated the most updated information on Speitel Commons is on her written report. Mrs. Jones requested Ron to provide update on the pour which was completed recently. Ron Miller stated the second half of the pour at Speitel Commons was completed this morning and it was actually completed by 9 a.m. The contractors also received approvals to start removing some of the form work from the first half of the pour. The break test has come back in our favor. Mrs. Jones explained the pour is the top deck of the parking garage and from there the apartments will begin to be built. Ron stated it is the foundation of the building (15 ft. in the air).

Ron Miller provided an update on the alarm system at Bayview Manor. There has been significant progress and the fire protection in the building remains active. The contractors are expecting to finish within the next 2-3 weeks.

Mrs. Jones stated the replacement of the roof at Bayview Manor will be discussed in the resolution section. She reported an RFP will be advertised to replace the electric panels in the apartments at Bayview Manor.

The award of the professional services will be discussed by Ron Miller in the resolution section of the meeting.

Motion to approve the Executive Director's Report made by Commissioner McCall and seconded by Commissioner Halliday. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Committee Reports – None.

Old Business – None.

New Business – None.

With no other discussion in related matters the Chairman moved to the Resolutions.

Resolution #2020-32 **Resolution to Approve Monthly Expenses**

Chairman Barr called for a motion to approve the monthly expenses in the amount of \$131,294.39. A motion was made by Commissioner McCall; seconded by Commissioner Broadley. Mrs. Jones review the significant updates since last week's report. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2020-33
Adopt State Budget 2020-2021

Chairman Barr called for a motion to approve Resolution #2020-33. A motion was made by Commissioner Halliday; seconded by Commissioner Jackson. Mrs. Jones explained this budget was presented to the Board a couple of months ago for approval. It was then sent to the State for Approval. Now it is back for the Board to Adopt the Budget. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Chairman Barr stated Resolutions 2020-34 through 2020-39 will be bundled for approval of all the professional services contracts being awarded at today's meeting. Ron Miller stated the professional services were advertised and received. There was a single response for each of the RFP's. They did not require any ranking. Each vendor met the requirements and are being recommended for award.

Resolution #2020-34
Resolution Awarding Accounting Services Contract

Chairman Barr called for a motion to approve Resolution #2020-34. A motion was made by Commissioner McCall; seconded by Commissioner Jackson. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2020-35
Resolution Awarding Auditing Services Contract

Chairman Barr called for a motion to approve Resolution #2020-35. A motion was made by Commissioner McCall; seconded by Commissioner Jackson. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2020-36
Resolution Awarding Legal Services Contract

Chairman Barr called for a motion to approve Resolution #2020-36. A motion was made by Commissioner McCall; seconded by Commissioner Jackson. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2020-37
Resolution Awarding Consulting Services Contract

Chairman Barr called for a motion to approve Resolution #2020-37. A motion was made by Commissioner McCall; seconded by Commissioner Jackson. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2020-38
Resolution Awarding As-Needed Yardi Consulting Services Contract

Chairman Barr called for a motion to approve Resolution #2020-38. A motion was made by Commissioner McCall; seconded by Commissioner Jackson. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2020-39
Resolution Awarding Special Engineering Services Contract

Chairman Barr called for a motion to approve Resolution #2020-39. A motion was made by Commissioner McCall; seconded by Commissioner Jackson. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)

Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

Resolution #2020-40
Resolution Awarding Contract for Bayview Manor Roof Renovations

Chairman Barr called for a motion to approve Resolution #2020-40. A motion was made by Commissioner McCall; seconded by Commissioner Broadley. Ron Miller stated bids were received on September 10th. Six bids were received. Winchester Roofing Corporation submitted the lowest most responsible responsive bid and are being recommended by the project architect's staff and counsel for award. There are a few documents that must be received from the contract and once they are received a noticed will be issued to proceed. The project has a 90-day completion period. The following vote was taken:

Commissioner Robert Halliday	(Yes)
Commissioner Patrick Mumman	(Yes)
Commissioner Beverly McCall	(Yes)
Commissioner Robert Henry	(Yes)
Commissioner Patricia Jackson	(Yes)
Commissioner Brian Broadley	(Yes)
Chairman Robert Barr	(Yes)

There is no need for Executive Session tonight.

No public comments (Maddy Vitale from the OCNJ Daily). No additional comments from Board Members.

With no further business to discuss, Chairman Barr entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Mumman; seconded by Commissioner Broadley. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 3:25 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer

Ocean City Housing Authority

Administrative Report

DATE: October 8, 2020

TO: Board of Commissioners, Ocean City Housing Authority

FROM: Jacqueline S. Jones, Executive Director

SUBJECT: Monthly Report (Stats for September 2020)

PERIOD: September 9, 2020 to October 12, 2020

Speitel Commons at Bayview Manor

At the beginning of each month there is a “draw meeting” for Speitel Commons. The contractor submits the “Draw Schedule”, which is reviewed and then submitted to the NJHMFA for payment directly to the contractor – Gary F. Gardner, Inc. In addition, the meeting includes discussion regarding the project and topics such as new business, old business, work completed and the projected work schedule.

Update: The following documents are included with Draw #5 following page 3 of this report:

<i>- Draw Schedule</i>	<i>Included</i>
<i>- Meeting Minutes with Photos</i>	<i>Included</i>
<i>- Updated Construction Schedule</i>	<i>Included</i>

COVID-19 Pandemic – Operating Status

The COVID-19 Operating Status as reported last month remains in effect. This status will remain in effect for the foreseeable future as we continue to monitor information from the Governor regarding the State's current COVID status. The goal remains providing a safe environment for Authority residents and staff to live and work.

Bayview Manor Renovations

Alarm System

Update: The replacement of the alarm system at Bayview Manor is complete. The new system is on-line and the old system is off-line.

Replacement of Roof System & Repair & Painting of Roof Capping

The bid specifications for the replacement of the roof system and repair and painting of the roof capping have been advertised and bids were received on Friday, September 11th. There is a resolution on the agenda for the board meeting for award of this project. The bid packets will be reviewed prior to the meeting for an award recommendation.

Replacement of Electric Panels in Apartments

The bid specifications for the replacement of the electric panels in apartments will be advertised on September 16th and received on October 8th. The intent is to award this project at the October board meeting.

Construction Related Work Opportunities at Speitel Commons

Update: The below information regarding Section 3 work opportunities will remain in this report at least through December for reference purposes.

The Section 3 Requirement from the Department of Housing and Urban Development is to provide work opportunities to public housing residents and to low/moderate residents living in the surrounding area of the affordable housing construction project.

The Authority sent a letter explaining the work opportunities at Speitel Commons to all Ocean City Housing Authority residents early in the summer.

Since very few responses were received, the below postcard has been mailed to the Peck's Family residents starting in August. The postcards are being mailed twice per month until the end of December for work opportunities at Speitel Commons.

Looking for Work Opportunities?

Ocean City Housing Authority
204 E. 4th Street, Ocean City, NJ 08226
(609) 399-1062

**Construction Related Work Opportunities
for Speitel Commons at Bayview Manor Starting Immediately**

The Speitel Commons at Bayview Manor construction began in May of 2020. There may be work opportunities for residents on this construction project.

The Section 3 Requirement from the Department of Housing and Urban Development (HUD) provides job opportunities to public housing residents and to low/moderate income residents living in the surrounding area of the affordable housing construction project.

If you are interested in a **Construction Related Work Opportunity** please call (856) 691-4099 ext. 170 and leave your contact name and phone #.

The Ocean City Housing Authority's Section 3 Coordinator will contact you in the near future.

Types of Work Opportunities:
General Labor, Plumbing, Electrical, Painting, Drywall, Fencing, Flooring, Mechanical (HVAC), Roofing, Windows-Siding, Landscaping, Kitchen Cabinet Installation...

Board of Commissioners –Rutgers Training Program Status

Commissioner	Training Program Status
Robert Barr, Chairman	Completed
Robert Scott Halliday, Vice Chairman	Completed
Brian Broadley	In Process - PHAS/SEMAP to complete; Scheduled for 11/21/20;
Robert Henry	Completed
Beverly McCall	Completed
Patricia Miles-Jackson	Completed
Patrick Mumman	Completed

NJ HMFA - Draw Schedule - Speitel Manor for October Board Meeting

	Budget		CUMULATIVE DRAW	CURRENT DRAW	Remaining Budget
<u>ACQUISITION COSTS</u>					
Relocation	40,000		0	0	40,000
<u>CONSTRUCTION COSTS</u>	Line Item Sub-Total:	40,000			
Residential Structures	6,006,440		1,588,975	366,197	4,417,465
Surety & Bonding	69,165		62,249	0	6,917
General Requirements	360,386		97,304	22,704	263,082
Contractor Overhead & Profit	480,515		127,039	30,272	353,476
<u>DEVELOPER'S FEE</u>	Line Item Sub-Total:	6,916,506			
Hard Costs	345,825		0	0	345,825
Soft Costs	50,325		0	0	50,325
<u>PROFESSIONAL SERVICES</u>	Line Item Sub-Total:	396,150			
Architect	185,000		164,638	0	20,362
Engineer	98,000		68,027	0	29,973
Attorney	50,000		27,946	0	22,054
Cost Certification/Audit	17,500		0	0	17,500
Environmental Consultant	14,473		14,479	0	-6
Energy Star Consultant	24,000		4,025	0	19,975
Geotechnical Engineering Report	18,287		18,287	0	0
Surveyor	20,000		8,370	0	11,630
Consultant Fees	311,000		178,682	7,199	132,318
Other: Permits, Fees, CAFRA	35,648		35,648	0	0
<u>PRE-OPERATIONAL EXPENSES</u>	Line Item Sub-Total:	773,908			
Oper Fees (pre-const. compl)	25,592		0	0	25,592
Advert&Promo(pre-const compl.)	4,000		0	0	4,000
Other: Title	18,000		13,815	0	4,185
	Line Item Sub-Total:	47,592			
<u>CARRYING AND FINANCING COSTS</u>			0	0	
Insurance	90,000		19,058	15,522	70,942
Utility Connection Fees	95,000		0	0	95,000
Sub-Total:		185,000			
		TOTALS:	2,428,540	441,894	
TOT. BUDGETED USES:		\$8,359,156	2,428,540		5,930,616

Meeting Minutes - Construction	
Project:	Speitel Commons
HD Project No.:	17-020
NJHMFA No.:	2986
Contractor:	Gary F. Gardner, Inc
Meeting No.:	Meeting #6
Meeting Date:	10/06/20
Meeting Time	10:30 AM
Weather Conditions:	70 degrees, sun
Issue Date:	10/13/20
Revision Date:	
Reported By:	Dan Magno

Distribution (*indicates attended)

*	Name	Inls	Representing	Email
*	Rick Ginnetti	RG	Brooke Group	rickg@brookegroupllc.com
*	Dan Pelouze	DP	Brooke Group	danp@brookegroupllc.com
	Jacqueline Jones	JJ	Vineland Housing Authority	jjones@vha.org
	Ron Miller	RM	Vineland Housing Authority	rmiller@vha.org
*	Ben Hoechst	BH	Gary F. Gardner, Inc	Bhoechst@garygardner.com
*	Doug Shendock	DS	Gary F. Gardner, Inc	Doug@garygardner.com
	Michael Donovan	MD	Haley Donovan	mdonovan@haleydonovan.com
*	Dan Magno	DM	Haley Donovan	dmagno@haleydonovan.com
	Meghan Bernhardt	MB	Haley Donovan	mbernhardt@haleydonovan.com
	Mitchell Donovan	MD	Haley Donovan	mrdonovan@haleydonovan.com
	Lisa Camera	LC	NJHMFA	LCamera@njhmfa.gov
	Dawn Pagodin	DP	NJHMFA	dpagodin@njhmfa.gov
	Roger Grutzmacher	RG	NJHMFA	rgrutzmacher@njhmfa.gov
	Jeff Thoms	JT	SSM	jeff.thoms@ssmgroup.com
	Rocco Dolce	RD	Summit Engineers, Inc.	rocco@summitengrs.com
	Joseph Schooley	JS	Schooley Electric	email@schooleyelectric.com

Construction Schedule Tracking

Start Date	05/01/2020
Contract Finish Date	05/01/2021
Construction Schedule Finish Date	05/01/2021
*Total Contract Days / * Total Construction Days	365
Days Elapsed	157
% of Contract Time / Elapsed % Construction Schedule Elapsed	43.01%
% of Work Complete per AIA G702	30.67%
Reported Weather Days	0

*Calendar days

New Business

- 6.1 Progress: Construction pace is moving well.
- 6.2 Exterior Materials: **DS** submitted samples for brick, cast stone, roofing and siding. HD to proposed color selections and Gary Gardner will make up sample board for Jacqueline Jones and Ron Miller to review and approve.
- 6.3 Testing Reports: Test reports from Underwood were uploaded to share point. **DS** to email PDF's.
- 6.4 Demo of Nearby Units: Discussed doing demolition as a change order. **RG** to get asbestos reports. Asbestos was removed during rehab after flooding. Use local and or woman owned business for demo sub if possible.

Old Business

- 5.1 Beam at Elevator: **BH** sent new RFI asking for confirmation of reinforcing at beam near elevator. **10/06/20: ITEM CLOSED**
- 5.2 Sleeves for Plumbing: RD spoke to Falvo (plumbing contractor) about locations. DM to walk through with plumber. 10/06/20 **10/06/20: ITEM CLOSED**
- 5.3 New Bath Layout: A 2nd floor bath layout was revised because of conflict between concrete beam and toilet plumbing. The 3rd and 4th floors were also revised so that the plumbing stacks at this location. The new layout meets accessibility requirements. **10/06/20: Plumbing engineer to provide revised plumbing drawings reflecting the changes.**
- 5.4 Slab Edge Insulation: Plans were revised to allow sheathing and siding to slide past 1" rigid insulation at second floor slab edge. **HD** to email PDF's to **DP**. **10/06/20: ITEM CLOSED**
- 5.6 Garage Lighting: DS will be submitting a Change Order Request for adding more lights in the garage. It's thought that the concrete beams may cast shadows and make the garage lighting uneven. **10/06/20: DS** to follow up.
- 4.1 Schedule: **DS** distributed Updated Schedule. Lumber, truss, roofing and siding orders are locked in. Although there are currently issues with the lead time for appliances, there should be enough time. 09.01.20: Discussed items that may have long lead times because of the pandemic. Appliances are at 10 weeks. There have been delays in lumber and prices are up. Doors are 8 weeks out. **10/06/20: Typically use Keefers or PC Richards. May try local supplier, Johnsons, for appliances.**
- 4.3 Submittals:
 - Window submittal was approved. **09.01.20: HD** to forward approved submittal to Ron Miller. Ron is to be copied on future submittals and needs to approve them.
 - Truss Submittal under review by Structural Engineer. **08.07.20** Update: The truss manufacturer proposed adding a post to break up the 63' girder truss span at the roof framing. If added it will require revising the beam reinforcing at the garage ceiling. **09.01.20: Structural Engineer** revised the beam reinforcing.
 - Aluminum Storefronts. DS will drop off aluminum color samples at the trailer for HD. **09.01.20: Color samples were delivered. Exterior materials and colors will be approved all together as a package with Ron's approval.**
 - Cabinet shop drawings will be issued soon.
 - Exterior material color selections are to be approved by Ron Miller.

10/06/20: HD will return fire alarm & steel stairs. Storefront glass was submitted.

3.2 Street Closures: -both neighboring streets will be closed when podium is poured. Notices will be sent to neighbors. Someone will be there to allow residents to access alley but through traffic will not be permitted.

08.01.20: OPEN ITEM

0.7 Wage Reports: **DS** to confirm with Nick whether an original with a certified copy will be acceptable.

06.02.20: **DS** gave **RG** first copy of certified payroll. Needs to contain the wording, "This is certified to be a true copy of the original." **07.07.20:** **DS** gave **RG** payroll reports. It is much administrative work to make certified copies work. Subcontractors will submit 2 originals. **RG** wants a master list with payroll number or date to make sure contractors aren't falling behind. **08.04.20:** **RG** received emails but needs originals. Pro Construction is filling out form incorrectly is checking both Union and Non-union boxes. **09.01.20:** **DS** submitted true copies of originals going back to the beginning. **10/06/20:** **RG** received them.

0.8 Section 3: Nick has requested Section 3 info. Quantity will be known after Closing.

05.05.20: **RG** has advertised and hasn't had many applicants reply. **06.02.20:** Still haven't had many applicants. Some are being considered. **07.07.20:** Hired one applicant since then. **RG** and **DP** going to start advertising with sign on trailer and well as in local paper. Subcontractor can share Section 3 workers. Will appear as a new hire each time the worker moves to a different sub. **08.04.20:** Phone line was setup that emails **RG** for prospective workers. **DS** will try to get sign up on trailer this week. **09.01.20:** **RG** has been hitting housing authority site with notices. **DP** has a contact, Julian, who live in town. **DS** is missing Section 3 forms for Schindler and Gotham. **DS** to copy **RM** when things are sent to NJHMFA. Email contractor log. **10/06/20:** Corrections were made. Still working on Schindler's.

Work Completed/ In Progress:

- Podium Completed
- Formwork stripped- past concrete break test
- Second floor wall framing
- Vestibule Steel Complete
- Blockwork started

Projected Work:

- Stair tower block
- Elevator shaft blockwork
- Work on parking lot while concrete is curing.
- 3rd and 4th floor framing and ready to set roof trusses
- Electrician will start boxes on second floor after 3rd floor walls are up

Attached

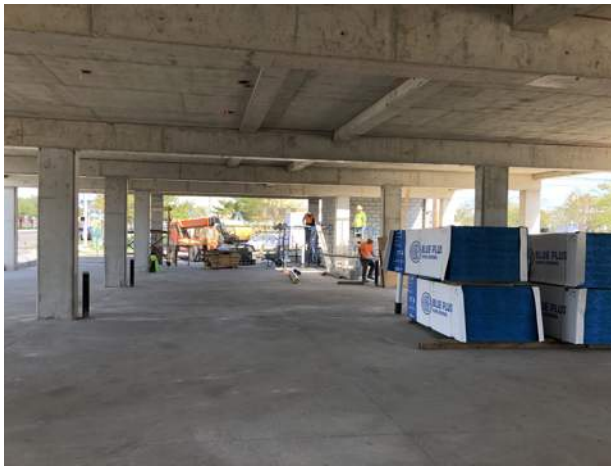
- Photos

Meeting Schedule

Next Meeting: **November 03, 2020 at 10:30 am:**






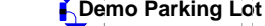






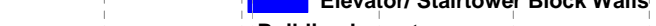





























#3 07/07/20 10:30 am

#4	08/04/20	10:30 am
#5	09/01/20	10:30 am
#6	10/06/20	10:30 am
#7	11/03/20	10:30 am
#8	12/01/20	10:30 am
#9	01/05/21	10:30 am
#10	02/02/21	10:30 am
#11	03/02/21	10:30 am
#12	04/06/21	10:30 am






Thu 10/8/20

ID		Task Name	Duration	Physical % Complete	Start	Finish	Qtr 2, 2020 Apr May Jun	Qtr 3, 2020 Jul Aug Sep	Qtr 4, 2020 Oct Nov Dec	Qtr 1, 2021 Jan Feb Mar	Qtr 2, 2021 Apr May Jun	Qtr 3, 2021 Jul Aug Sep
1		SPEITEL COMMONS	261 days	0%	Fri 5/1/20	Fri 4/30/21						
2		BUILDING	259 days	0%	Fri 5/1/20	Wed 4/28/21						
3	✓	Mobilization Demo & Tree Removal	11 days	0%	Fri 5/1/20	Fri 5/15/20						
4	✓	Concrete Inclusions	10 days	0%	Mon 5/18/20	Fri 5/29/20						
5	✓	Demo Parking Lot	4 days	0%	Mon 6/1/20	Thu 6/4/20						
6	✓	Build Pad	5 days	0%	Fri 6/5/20	Thu 6/11/20						
7	✓	Elevator Pit Footings	3 days	0%	Mon 6/15/20	Wed 6/17/20						
8	✓	Elevator Pit Walls	3 days	0%	Thu 6/18/20	Mon 6/22/20						
9	✓	Footings and Foundation	25 days	0%	Mon 6/15/20	Fri 7/17/20						
10	✓	Podium	25 days	0%	Mon 8/17/20	Fri 9/18/20						
11		Elevator/ Stairtower Block Walls	30 days	0%	Mon 10/5/20	Fri 11/13/20						
12	✓	Building Layout	1 day	0%	Fri 10/2/20	Fri 10/2/20						
13	✓	Frame 1st Floor	3 days	0%	Mon 10/5/20	Wed 10/7/20						
14		Joist and Deck	4 days	0%	Thu 10/8/20	Tue 10/13/20						
15		Frame 2nd Floor	3 days	0%	Wed 10/14/20	Fri 10/16/20						
16		Joist and Deck	4 days	0%	Mon 10/19/20	Thu 10/22/20						
17		Frame 3rd Floor	3 days	0%	Fri 10/23/20	Tue 10/27/20						
18		Set Roof Trusses / Sheath	8 days	0%	Wed 10/28/20	Fri 11/6/20						
19		Roofing	8 days	0%	Mon 11/9/20	Wed 11/18/20						
20		Set Interior Stairs	8 days	0%	Thu 11/19/20	Mon 11/30/20						
21		Tyvek Wrap	3 days	0%	Thu 11/19/20	Mon 11/23/20						
22		Windows & Exterior Doors	8 days	0%	Tue 11/24/20	Thu 12/3/20						
23		Brick	25 days	0%	Fri 11/27/20	Thu 12/31/20						
24		Siding	25 days	0%	Fri 12/11/20	Thu 1/14/21						
25		Pre Rock	4 days	0%	Mon 11/9/20	Thu 11/12/20						
26		HVAC Rough-in 3rd	9 days	0%	Mon 11/9/20	Thu 11/19/20						
27		HVAC Rough-in 2nd	10 days	0%	Fri 11/20/20	Thu 12/3/20						
28		HVAC Rough-in 1st	10 days	0%	Fri 12/4/20	Thu 12/17/20						
29		Plumbing Rough-in 3rd	9 days	0%	Wed 11/11/20	Mon 11/23/20						
30		Plumbing Rough-in 2nd	10 days	0%	Tue 11/24/20	Mon 12/7/20						
31		Plumbing Rough-in 1st	10 days	0%	Tue 12/8/20	Mon 12/21/20						
32		Fire Sprinkler Rough-in 3rd	9 days	0%	Wed 11/11/20	Mon 11/23/20						
33		Fire Sprinkler Rough-in 2nd	10 days	0%	Tue 11/24/20	Mon 12/7/20						
34		Fire Sprinkler Rough-in 1st	10 days	0%	Tue 12/8/20	Mon 12/21/20						
35		Electrical Rough-in 3rd	9 days	0%	Thu 11/19/20	Tue 12/1/20						
36		Electrical Rough-in 2nd	10 days	0%	Wed 12/2/20	Tue 12/15/20						
37		Electrical Rough-in 1st	10 days	0%	Wed 12/16/20	Tue 12/29/20						
38		Rough MEP Inspections	5 days	0%	Tue 12/22/20	Mon 12/28/20						
39		Firestopping	20 days	0%	Wed 12/2/20	Tue 12/29/20						
40		Rough Frame Inspection	3 days	0%	Wed 12/30/20	Fri 1/1/21						

Thu 10/8/20

ID		Task Name	Duration	Physical % Complete	Start	Finish	Qtr 2, 2020 Apr May Jun	Qtr 3, 2020 Jul Aug Sep	Qtr 4, 2020 Oct Nov Dec	Qtr 1, 2021 Jan Feb Mar	Qtr 2, 2021 Apr May Jun	Qtr 3, 2021 Jul Aug Sep
41		Insulation 3rd	6 days	0%	Mon 1/4/21	Mon 1/11/21				■ Insulation 3rd		
42		Insulation 2nd	6 days	0%	Tue 1/12/21	Tue 1/19/21				■ Insulation 2nd		
43		Insulation 1st	6 days	0%	Wed 1/20/21	Wed 1/27/21				■ Insulation 1st		
44		Insulation Inspections	11 days	0%	Tue 1/12/21	Tue 1/26/21				■ Insulation Inspections		
45		Hang / Finish Sheetrock 3rd	15 days	0%	Thu 1/14/21	Wed 2/3/21				■ Hang / Finish Sheetrock 3rd		
46		Hang / Finish Sheetrock 2nd	15 days	0%	Fri 1/22/21	Thu 2/11/21				■ Hang / Finish Sheetrock 2nd		
47		Hang / Finish Sheetrock 1st	15 days	0%	Mon 2/1/21	Fri 2/19/21				■ Hang / Finish Sheetrock 1st		
48		Elevator Rough -in	10 days	0%	Mon 2/22/21	Fri 3/5/21				■ Elevator Rough -in		
49		Rough Trim Installation 3rd	5 days	0%	Mon 2/1/21	Fri 2/5/21				■ Rough Trim Installation 3rd		
50		Rough Trim Installation 2nd	5 days	0%	Tue 2/9/21	Mon 2/15/21				■ Rough Trim Installation 2nd		
51		Rough Trim Installation 1st	5 days	0%	Wed 2/17/21	Tue 2/23/21				■ Rough Trim Installation 1st		
52		Prep and Prime Paint Coat 3rd	8 days	0%	Wed 2/3/21	Fri 2/12/21				■ Prep and Prime Paint Coat 3rd		
53		Prep and Prime Paint Coat 2nd	8 days	0%	Thu 2/11/21	Mon 2/22/21				■ Prep and Prime Paint Coat 2nd		
54		Prep and Prime Paint Coat 1st	8 days	0%	Fri 2/19/21	Tue 3/2/21				■ Prep and Prime Paint Coat 1st		
55		Hard Flooring 3rd	8 days	0%	Wed 2/10/21	Fri 2/19/21				■ Hard Flooring 3rd		
56		Hard Flooring 2nd	8 days	0%	Thu 2/18/21	Mon 3/1/21				■ Hard Flooring 2nd		
57		Hard Flooring 1st	8 days	0%	Fri 2/26/21	Tue 3/9/21				■ Hard Flooring 1st		
58		Cabinets and Countertops 3rd	5 days	0%	Mon 2/22/21	Fri 2/26/21				■ Cabinets and Countertops 3rd		
59		Cabinets and Countertops 2nd	5 days	0%	Tue 3/2/21	Mon 3/8/21				■ Cabinets and Countertops 2nd		
60		Cabinets and Countertops 1st	5 days	0%	Wed 3/10/21	Tue 3/16/21				■ Cabinets and Countertops 1st		
61		Deliver Appliances	3 days	0%	Mon 3/1/21	Wed 3/3/21				■ Deliver Appliances		
62		Final MEP's 3rd	15 days	0%	Mon 3/1/21	Fri 3/19/21				■ Final MEP's 3rd		
63		Final MEP's 2nd	15 days	0%	Tue 3/9/21	Mon 3/29/21				■ Final MEP's 2nd		
64		Final MEP's 1st	15 days	0%	Wed 3/17/21	Tue 4/6/21				■ Final MEP's 1st		
65		Carpentry Final	18 days	0%	Mon 3/1/21	Wed 3/24/21				■ Carpentry Final		
66		Elevator Final	10 days	0%	Wed 3/31/21	Tue 4/13/21				■ Elevator Final		
67		Paint Final 3rd	8 days	0%	Mon 3/15/21	Wed 3/24/21				■ Paint Final 3rd		
68		Paint Final 2nd	8 days	0%	Tue 3/23/21	Thu 4/1/21				■ Paint Final 2nd		
69		Paint Final 1st	8 days	0%	Wed 3/31/21	Fri 4/9/21				■ Paint Final 1st		
70		Carpet 3rd	7 days	0%	Thu 3/18/21	Fri 3/26/21				■ Carpet 3rd		
71		Carpet 2nd	7 days	0%	Fri 3/26/21	Mon 4/5/21				■ Carpet 2nd		
72		Carpet 1st	7 days	0%	Mon 4/5/21	Tue 4/13/21				■ Carpet 1st		
73		Clean / Punch Out 3rd	7 days	0%	Tue 3/23/21	Wed 3/31/21				■ Clean / Punch Out 3rd		
74		Clean / Punch Out 2nd	7 days	0%	Wed 3/31/21	Thu 4/8/21				■ Clean / Punch Out 2nd		
75		Clean / Punch Out 1st	7 days	0%	Thu 4/8/21	Fri 4/16/21				■ Clean / Punch Out 1st		
76		Energy Star Inspections	5 days	0%	Mon 4/12/21	Fri 4/16/21				■ Energy Star Inspections		
77		Final Inspections	8 days	0%	Mon 4/19/21	Wed 4/28/21				■ Final Inspections		

Program Statistics Report 10/2019 - 9/2020		2020 SEP	2020 AUG	2020 JUL
<u>Tenant Accounts Receivable</u>				
Number of "non-payment of rent" cases referred to the solicitor	0	0	0	0
<u>Tenant Relations</u>				
Total number of units to be inspected in fiscal year	121	121	121	121
Number of inspections completed this mo. - all sites (include BB	122	122	61	
Total number of units inspected year-to-date - all sites	545	423	301	
<u>Occupancy</u>				
Monthly Unit Turnaround Time (Avg) (Down,Prep & Lease-up Time)	n/a	n/a	n/a	n/a
Annual Unit Turnaround Time (For Fiscal Year)	97.5	97.5	97.5	97.5
Monthly - Number of Vacancies Filled (this month)	0	0	0	0
Monthly - Average unit turnaround time in days for Lease up	0	0	0	0
Monthly - Average unit turnaround time in days to Prep Unit (Maint)	0	0	0	0
PIC Score	97.37%	97.37%	97.37%	97.37%
<u>Vacancies - At end of Month</u>				
Bay View Manor	3	3	3	3
Peck's Beach Senior	1	1	1	1
Peck's Beach Family	1	1	1	1
Total	5	5	5	5
Occupancy Rate	98.35%	98.35%	98.35%	98.35%
<u>Vacancy Turnovers by VHA Maintenance Staff</u>				
Total Hours (Summarized Quarterly)	n/a	n/a	n/a	n/a
Average Hours per Vacancy YTD (Br. Sizes 0 thru 4)	n/a	n/a	n/a	n/a
<u>Rent Roll</u>				
Bay View Manor - Elderly/Disabled	\$ 19,820	\$ 19,551	\$ 19,551	\$ 19,551
Peck's Beach - Elderly/Disabled	\$ 6,892	\$ 7,255	\$ 7,255	\$ 7,255
Peck's Beach - Family	\$ 19,198	\$ 18,964	\$ 18,417	\$ 18,417
Total Rent Roll	\$ 45,910	\$ 45,770	\$ 45,223	\$ 45,223
<u>Public Housing Waiting List Applicants - <u>All Waiting Lists are Closed as of 1/31/20</u></u>				
Families - Ocean City Preference	12	12	12	12
Families - No Ocean City Preference	97	97	97	97
Elderly (Seniors - 62+)/Disabled - Ocean City Preference	42	42	42	42
Elderly (Seniors - 62+)/Disabled - No Ocean City Preference	285	285	285	285
<u>Maintenance Department</u>				
Average work order turnaround time in days - Tenant Generated	1.2	0.21	0.14	0.14
Total Tenant Generated Work Orders	8	13	17	17
Number of routine work orders written this month	110	109	100	100
Number of outstanding work orders from previous month	40	36	29	29
Total number of work orders to be addressed this month	150	145	129	129
Total number of work orders completed this month	115	105	93	93
Total number of work orders left outstanding	35	40	36	36
Number of emergency work orders written this month	6	0	2	2
Total number of work orders written year-to-date	686	576	467	467
AFTER HOUR CALLS: (plumbing, lockouts, toilets stopped-up,	0	0	0	0

Program Statistics Report 10/2019 - 9/2020		2020 SEP	2020 AUG	2020 JUL
<u>Real Estate Assessment Center (REAC) Scores</u>				
Year-End 2018 - Audited - Remains static due to RAD Application		68	68	68
Year-End 2017 - Audited		68	68	68
Year-End 2016 - Audited		85	85	85
Year-End 2015 - Audited		88	88	88
Year-End 2014 - Audited		86	86	86
Year-End 2013 - Audited		97	97	97
Year-End 2012 - Audited		100	100	100
Year-End 2011 - Audited		100	100	100

**Ocean City Housing Authority
Cash Report
As of September 30, 2020**

Net Cash Position:

Cash Balance per Reconciled Bank Statements at 09/30/2020			\$512,491.45
2020 Capital Fund Balance for PH (pbfamily)			\$1,128.00
Add: A/R-Tenants 09/2020	Current		\$18,637.73
	Past		\$9,059.67
Reimbursement for Behavioral Health Svcs - May & July 2020 - City of Ocean City-CDBG Grant - (Acenda) Reimb for BVM Fire Alarm System Replacement - City of Ocean City - Hughes Electric (2 invoices)			\$3,521.72 \$131,814.00
Less: Bill List payments -Oct 2020			(\$125,689.11)
Accrued Expenses - Total from detail below			(\$33,125.00)

<u>Accrued Expenses</u>	<u>Annual Budget</u>	<u>No of Months</u>	<u>Amount Accrued Less Paid</u>
Insurance-Prop/Flood	95,900.00	12	(9,125.00) NJJIF & Flood Ins pd in full
Bad Debt	5,000.00	12	5,000.00
Comp Absences	5,500.00	12	5,500.00
P.I.L.O.T.	31,750.00	12	31,750.00
Net Accrual	138,150.00		33,125.00

Committed to Peck's Senior Demolition

(\$200,000)

Net Cash Balance

\$317,838.46

	<u>Average Expenses</u>	<u>Cash Available for # of month/days</u>	
Per Month	\$ 71,930	7.12	Months
Per Day	\$ 2,398	133	Days

**Ocean City Housing Authority
County of Cape May
State of New Jersey**

**RESOLUTION NO. 2020-41
A Resolution Approving Regular Monthly Expenses**

WHEREAS, the Housing Authority of the City of Ocean City incurred various financial obligations since the last meeting; and it is the desire of the Commissioners of said Authority to have their obligations kept current; and,

WHEREAS, prior to the Board meeting, a member of the Board of Commissioners read and reviewed the itemized list of incurred expenses attached hereto and does recommend payment of the expenses on the Bill List in the amount of \$ **125,689.11** .

NOW, THEREFORE, BE IT RESOLVED that the Secretary-Treasurer be and is hereby authorized to pay the current bills that are presented to the Board of Commissioners for consideration on this date.

ADOPTED: October 20, 2020

VOTE:

Commissioner	Yes	No	Abstain	Absent	Motion	Second
Vice Chairman Halliday						
Commissioner McCall						
Commissioner Jackson						
Commissioner Henry						
Commissioner Mumman						
Commissioner Broadley						
Chairman Barr						

OCEAN CITY HOUSING AUTHORITY

BY: _____
Robert Barr, Chairperson

ATTESTATION:
This resolution was acted upon at the Regular Meeting of the Ocean City Housing Authority’s (OCHA) Board of Commissioners held via-video conference on October 20, 2020 from the Management Offices of the OCHA located at 191 W. Chestnut Avenue, Vineland, New Jersey.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

**OCEAN CITY HOUSING AUTHORITY
BILL LIST - OCTOBER 2020**

BANK: COCC

Check #	Vendor	Invoice Notes	Total Amount
	ASHLEY HARRIS	BVM Cleaning - Oct 2020	200.00
	ATLANTIC CITY ELECTRIC	Electric - Sept 2020	5,440.82
	ATLANTIC COAST ALARM	Annual fire alarm monitoring	480.00
	AVENA	Acctg svcs. - Oct 2020	1,541.67
	CALL EXPERTS	Answering svc - Oct 2020	56.25
	CARASOFT TECHNOLOGY CORP.	Tenant screening acct. svc fee - Aug 2020	10.00
	COPIER PLUS	Contract charge - copier	20.00
	DELTA DENTAL OF NJ	Dental Benefits for Nov 2020	174.02
	FLORENCE DRISCOLL	Tenant Services - Oct 2020	200.00
	GEN X ELECTRICAL	Electrical svcs - BVM	900.00
	GLEN O. STULL	Medicare Reimb - Oct 2020	320.70
	HOME DEPOT PRO	Maint Supplies	238.20
	HORIZON BCBS OF NJ	Health Benefits Premium - Oct 2020	2,583.59
	HUMANA INSURANCE COMPANY OF NY	Retiree Prescrip premium - Nov 2020	57.70
	INTEGRATED SYSTEMS ASSOCIATES	Yardi Consultant	612.50
	JOHN J. SPITZ	Medicare Reimb - Oct 2020; prescription copays	890.70
	LENEGAN PLUMBING & HEATING	Plumbing Svcs	120.00
	LINWOOD GULF INC	Vehicle Maint	269.00
	NATIONAL TENANT NETWORK	Applicant background check	25.00
	NJ AMERICAN WATER	Water - Sept 2020	7,757.49
	OMEGA PEST CONTROL	Pest control	1,890.50
	PAPER MART INC	Office Supplies	130.00
	ROBERT HARRIS	Recyclables removal & trash room cleaning -Oct 2020	200.00
	ROBERT L. ROWELL	Maintenance Labor-Grounds-Oct 2020	200.00
	RUTGERS CENTER FOR GOV'T SVCS	Board online training course	205.00
	SERVICE MASTER	Bio-clean up - BVM	1,800.93
	SOUTH JERSEY GAS	Gas - Sept 2020	1,132.33
	SUPERIOR VISION OF NJ	Vision benefits - Nov 2020	19.71
	US BANK EQUIPMENT FINANCE	Copier contract pymt. - Sept 2020	185.01
	VERIZON WIRELESS	Maint cell phone - July/Aug 2020	162.41
	VINELAND HOUSING AUTHORITY	Oct 2020 Mgmt Svcs; Expenses reimb; Reimb postage used - Sept 2020; Office/maint coverage -Sept 2020	26,057.00
	WENDY HUGHES - OCHA Petty Cash	Petty Cash replenishment	36.69
	TOTAL OCTOBER DISBURSEMENTS (sturcocc)		\$ 53,917.22

BANK: BAYVIEW/SPEITEL CONSTRUCTION (RAD_bayview)

Check #	Vendor	Invoice Notes	Total Amount
	HUGHES ELECTRIC	Payment #2 for BVM fire alarm replacement	68,364.00
	TOTAL OCTOBER DISBURSEMENTS (sturcons)		\$ 68,364.00
	TOTAL OCTOBER DISBURSEMENTS		\$ 122,281.22
	PAYROLL - 9/2020		\$ 2,246.81
	PAYROLL TAXES - 9/2020		\$ 710.91
	ADP PAYROLL PROCESSING FEES - 9/2020		\$ 139.36
	PENSION -9/2020		\$ 244.56
	PNC BANK FEE -9/2020		\$ 66.25
	TOTAL BILL LIST - OCTOBER 2020		\$ 125,689.11

**Ocean City Housing Authority
County of Cape May
State of New Jersey**

RESOLUTION #2020-42

**Resolution for Renewal in the
New Jersey Public Housing Authority Joint Insurance Fund**

WHEREAS, Ocean City Housing Authority is a member of the New Jersey Public Housing Authority Joint Insurance Fund; and

WHEREAS, said renewed membership terminates as of December 31, 2020 unless earlier renewed by agreement between the Authority and the Fund; and

WHEREAS, the Authority desires to renew said membership;

NOW THEREFORE, be it resolved as follows:

1. The **Ocean City Housing Authority** agrees to renew its membership in the New Jersey Public Housing Authority Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The Executive Director shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the New Jersey Public Housing Authority Joint Insurance Fund evidencing the Authority's intention to renew its membership.

ADOPTED: October 20, 2020

VOTE:

Commissioner	Yes	No	Abstain	Absent	Motion	Second
Vice Chairman Halliday						
Commissioner McCall						
Commissioner Jackson						
Commissioner Henry						
Commissioner Mumman						
Commissioner Broadley						
Chairman Barr						

OCEAN CITY HOUSING AUTHORITY

BY: _____
Robert Barr, Chairperson

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Ocean City Housing Authority's (OCHA) Board of Commissioners held via-video conference on October 20, 2020 from the Management Offices of the OCHA located at 191 W. Chestnut Avenue, Vineland, New Jersey.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

**AGREEMENT TO RENEW MEMBERSHIP IN THE
NEW JERSEY PUBLIC HOUSING AUTHORITY
JOINT INSURANCE FUND**

WHEREAS, the **New Jersey Public Housing Authority Joint Insurance Fund** (hereinafter the Fund) is a duly chartered Joint Insurance Fund as authorized by NJSA 40A:10-36 et seq., and;

WHEREAS, **Ocean City Housing Authority** is currently a member of said Fund, and;

WHEREAS, effective December 31, 2020, said membership will expire unless earlier renewed, and;

WHEREAS, the Executive Director and Board of Commissioners of the Authority has resolved to renew said membership;

NOW THEREFORE, it is agreed as follows:

1. **Ocean City Housing Authority** hereby renews its membership in the New Jersey Public Housing Authority Joint Insurance Fund for a three (3) year period, beginning January 1, 2021 and ending December 31, 2023.
2. **Ocean City Housing Authority** hereby ratifies and reaffirms the Indemnity and Trust Agreement, Bylaws and other organizational and operational documents of the New Jersey Public Housing Authority Joint Insurance Fund as from time to time amended and altered by the Department of Insurance in accordance with the Applicable Statutes and administrative regulations as if each and every one of said documents were re-executed contemporaneously herewith.
3. **Ocean City Housing Authority** agrees to be a participating member of the Fund for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership.
4. In consideration of the continuing membership of the in the New Jersey Public Housing Authority Joint Insurance Fund agrees, subject to the continuing approval of the Commissioner of Insurance, to accept the renewal application of the **Ocean City Housing Authority**.
5. Executed the 20th day of October 2020 as the lawful and binding act and deed of the **Ocean City Housing Authority**, which execution has been duly authorized by public vote of the governing body.

Executive Director

ATTEST

Signature

NEW JERSEY PUBLIC HOUSING AUTHORITY
JOINT INSURANCE FUND

**Ocean City Housing Authority
County of Cape May
State of New Jersey**

**RESOLUTION NO. 2020-44
Resolution Voiding Checks not presented for payment
as of September 30, 2020**

WHEREAS, the Ocean City Housing Authority, in its various accounts, prepares in excess of 2,000 checks per year; and

WHEREAS, each year a certain number of checks are voided by the Ocean City Housing Authority and/or are released and not presented to the banks of the Housing Authority for payment; and

WHEREAS, appropriate accounting procedures are required to be implemented to account for the voiding of checks not presented for payment as of September 30, 2020; and

WHEREAS, it is necessary at this time to void a number of checks as aforesaid; and

WHEREAS, it is in the best interest of the Ocean City Housing Authority to void said checks.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Ocean City Housing Authority, County of Cumberland and State of New Jersey as follows:

1. Checks on various accounts of the Ocean City Housing Authority written, attached hereunto, and not presented to the banks of the Housing Authority, are hereby declared void and not to be paid;
2. The Fee Accountant of the Ocean City Housing Authority and the Executive Director of the Ocean City Housing Authority shall make the appropriate accounting entries in the books of account of the Ocean City Housing Authority for the voiding of checks outstanding that were issued by the Ocean City Housing Authority not presented for payment as of September 30, 2020;
3. A certified copy of this Resolution shall be filed with the Fee Accountant of the Ocean City Housing Authority.

ADOPTED: October 20, 2020

VOTE:

Commissioner	Yes	No	Abstain	Absent	Motion	Second
Vice Chairman Halliday						
Commissioner McCall						
Commissioner Jackson						
Commissioner Henry						
Commissioner Mumman						
Commissioner Broadley						
Chairman Barr						

OCEAN CITY HOUSING AUTHORITY

BY: _____
Robert Barr, Chairperson

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Ocean City Housing Authority’s (OCHA) Board of Commissioners held via-video conference on October 20, 2020 from the Management Offices of the OCHA located at 191 W. Chestnut Avenue, Vineland, New Jersey.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

HOUSING AUTHORITY OF OCEAN CITY

List of Checks to be voided

<u>BANK</u>	<u>CHECK #'s</u>	<u>ISSUED</u>	<u>PAYEE</u>	<u>AMOUNT</u>
PBF Oper	1305	7/17/2018	DCA, Division of Codes & Stds	\$ 30.00
PBF Oper	1695	4/16/2019	Paper Mart, Inc.	\$ 151.50
PBF Oper	1838	7/26/2019	Davidson	\$ 68.39
TOTAL				<u>\$ 249.89</u>

Ocean City Housing Authority
County of Cape May
State of New Jersey

RESOLUTION NO. 2020-45
Accounts Receivable Decreed as Uncollectible

WHEREAS, the Ocean City Housing Authority has several accounts receivable which remain unpaid and impossible to collect; and

WHEREAS, in order to maintain proper records by the Ocean City Housing Authority, it is necessary that these accounts be written off; and

NOW, THEREFORE, BE IT RESOLVED by the Ocean City Housing Authority that the attached list of accounts receivable and the amount indicated thereon be and are hereby decreed and abandoned as uncollectible in the sum of **\$6,370.66**.

This resolution shall take effect immediately.

ADOPTED: October 20, 2020

VOTE:

Commissioner	Yes	No	Abstain	Absent	Motion	Second
Vice Chairman Halliday						
Commissioner McCall						
Commissioner Jackson						
Commissioner Henry						
Commissioner Mumman						
Commissioner Broadley						
Chairman Barr						

OCEAN CITY HOUSING AUTHORITY

BY: _____
Robert Barr, Chairperson

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Ocean City Housing Authority’s (OCHA) Board of Commissioners held via-video conference on October 20, 2020 from the Management Offices of the OCHA located at 191 W. Chestnut Avenue, Vineland, New Jersey.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

OCHA Year End Bad Debt Write - Offs 09/30/20

Pecks Beach Senior		S/D	M/O Date	Reason Uncollectible			
Pecks Beach Family							
427	Sahirah Thema Hughes	Y	2/29/2020	evicted		\$	3,387.40
Bayview							
311	Emil Wolf	Y	10/21/2019	evicted		\$	2,983.26
						<hr/>	\$ 6,370.66

Ocean City Housing Authority
County of Cape May
State of New Jersey

RESOLUTION NO. 2020-46
Resolution Authorizing Contracts with Approved National
Contract Vendors for Contracting Units
Pursuant to N.J.S.A. 52:34-6.2(b)(3)

WHEREAS, the Ocean City Housing Authority, pursuant to N.J.S.A. 52:34-6.2(b)(3), may by resolution and without advertising for bids, join national cooperative purchasing agreements; and

WHEREAS, the Ocean City Housing Authority has the need on a timely basis to purchase goods or services utilizing national cooperative contracts; and

WHEREAS, the Ocean City Housing Authority intends to enter into contracts with the attached Referenced National Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current national contracts; and

WHEREAS, the Ocean City Housing Authority may through the use of the attached contracts purchase in excess of the bid threshold; and

NOW, THEREFORE, BE IT RESOLVED, that the Ocean City Housing Authority authorizes the Purchasing Agent to purchase certain goods or services from those approved national cooperative contracts on the attached list, pursuant to all conditions of the individual contracts; and

BE IT FURTHER RESOLVED, that the governing body of the Ocean City Housing Authority pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Executive Director.

ADOPTED: October 20, 2020

VOTE:

Commissioner	Yes	No	Abstain	Absent	Motion	Second
Vice Chairman Halliday						
Commissioner McCall						
Commissioner Jackson						
Commissioner Henry						
Commissioner Mumman						
Commissioner Broadley						
Chairman Barr						

OCEAN CITY HOUSING AUTHORITY

BY: _____
Robert Barr, Chairperson

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Ocean City Housing Authority’s (OCHA) Board of Commissioners held via-video conference on October 20, 2020 from the Management Offices of the OCHA located at 191 W. Chestnut Avenue, Vineland, New Jersey.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

National Cooperative Contract Vendors

Contract Information	Vendor	Products\Services	Expiration
OMNIA Partners - US Communities Contract, County of Maricopa, Arizona Contract #16154	HD Supply Facilities Maintenance	Maintenance and Hardware Supplies	12/31/2021
OMNIA Partners - US Communities Contract, Maricopa County, Phoenix, AZ, Contract #16154	Home Depot Pro	Maintenance and Hardware Supplies	12/31/2021
OMNIA Partners - US Communities Contract, County of Fairfax, Virginia Contract #:4400006644	Insight Public Sector	Technology Products and Solutions	4/30/2021
OMNIA Partners - US Communities Contract, County of Maricopa, Arizona Contract #:11019	The Home Depot	Maintenance and Hardware Supplies	12/31/2021
Sourcwell Contract #081419-CDW	CDW-G Technology Solutions	Technology & Communications Solutions	10/30/2023
Sourcwell Contract#: 042016-WEX	Wright Express Financial Services Corp	Fuel Card Services	7/20/2021
OMNIA Partners - US Communities Contract, Prince William County Public Schools, Virginia, Contract R-BB-19002	CINTAS	Uniform Services	10/31/2023
Sourcwell - Contract#: 121218-WWG	Grainger	Facilities & Maintenance Repair	1/25/2023
Sourcwell - Contract Number: 192163	Grainger	Maintenance, Repair and Operations (MRO) Supplies, Parts, Equipment, Materials, and Related Services	12/31/2024
Sourcwell - Contract Number: 2018.000207	Grainger	Maintenance, Repair, Operations (MRO) Supplies and Related Services	6/30/2023
OMNIA Partners - US Communities Contract, Prince William County Public Schools, VA Contract#:R-TC-17006	Amazon Business	Online Marketplace	1/18/2022
National Cooperative Purchasing Alliance - Contract 02-56	Sherwin Williams	Paint and Supplies	8/31/2021
Sourcwell Contract #031517-SCS STANLEY Integrated Security Solutions	Stanley Access Technologies	Integrated Systems, Services and Equipment	6/30/2021
Sourcwell Contract #100516-TKE Thyssenkrupp Elevator	Thyssenkrupp Elevator	Elevators, Escalators, and Moving Walks with Related Equipment, Services	11/2/2021
Sourcwell Contract #012320-SCC - Staples	Staples	Office Supplies	4/6/2024
Sourcwell Contract #031517-SGL - Johnson Controls	Johnson Controls	Facility Security Equipment, Systems & Services	6/30/2021
Sourcwell Contract #031517-TIS - Johnson Controls	Johnson Controls (tyco)	Technology, Security & Communication Solutions	6/30/2021
Sourcwell Contract #031517-JHN - Johnson Controls	Johnson Controls	Technology, Security & Communication Solutions	6/30/2021
OMNIA Partners - US Communities - Contract Number: R192006 Region 4 ESC	Lowes	Maintenance, Repair & Operations Supplies and Related Services	3/31/2023
OMNIA Partners -National IPA - Contract Number: 18-020-LG	Canon	Multi-Function Copier Devices and Service Solutions	9/30/2023
OMNIA Partners - Contract Number: R200501	Schindler	Elevator Industry Equipment, Repair, Related Products and Services	9/30/2025
OMNIA Partners - US Communities Contract - Contract Number: 4400006642	Carahsoft Software Corp	Google Products, Services and Solutions	4/30/2021
OMNIA Partners - US Communities Contract - Contract Number: 18-6320	Shred-it	Document and Media Destruction Services	5/14/2021

**Ocean City Housing Authority
County of Cape May
State of New Jersey**

**Resolution #2020-47
Resolution Authorizing Contracts with Approved State
Contract Vendors for Contracting Units
Pursuant to N.J.S.A. 40A:11-12a**

WHEREAS, the Ocean City Housing Authority, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Ocean City Housing Authority has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Ocean City Housing Authority intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; and

WHEREAS, the Ocean City Housing Authority may through the use of the attached contracts purchase in excess of the bid threshold; and

NOW, THEREFORE, BE IT RESOLVED, that the Ocean City Housing Authority authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list, pursuant to all conditions of the individual State contracts; and

BE IT FURTHER RESOLVED, that the governing body of the Ocean City Housing Authority pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Executive Director.

ADOPTED: October 20, 2020

VOTE:

Commissioner	Yes	No	Abstain	Absent	Motion	Second
Vice Chairman Halliday						
Commissioner McCall						
Commissioner Jackson						
Commissioner Henry						
Commissioner Mumman						
Commissioner Broadley						
Chairman Barr						

OCEAN CITY HOUSING AUTHORITY

BY: _____
Robert Barr, Chairperson

ATTESTATION:

This resolution was acted upon at the Regular Meeting of the Ocean City Housing Authority’s (OCHA) Board of Commissioners held via-video conference on October 20, 2020 from the Management Offices of the OCHA located at 191 W. Chestnut Avenue, Vineland, New Jersey.

By: _____
Jacqueline S. Jones, Executive Director
Secretary/Treasurer

NJ State Contract Vendors

Contract Information	Vendor	Products\Services	Expiration
NJ State Contract #:82951	Lowes Home Centers Inc.	WALK-IN BLDG SUPPLIES	7/31/2022
NJ State Contract #:43894	Home Depot Inc.	WALK-IN BLDG SUPPLIES	12/31/2021
NJ State Contract #:19-TELE-00656	DELL MARKETING LP	M0483 - COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	7/31/2021
NJ State Contract #:89850	DELL MARKETING LP	SOFTWARE LICENSE & RELATED SERVICES	12/31/2020
NJ State Contract #:89849	CDW GOVERNMENT LLC	SOFTWARE LICENSE & RELATED SERVICES	12/31/2020
NJ State Contract #:82583	VERIZON WIRELESS	WIRELESS DEVICES AND SERVICES	2/28/2021
NJ State Contract #:41610	WALLACE SUPPLY CO	T0537 - HEATING, VENTILATION AND AIR CONDITIONING REPAIR PARTS	5/31/2021
NJ State Contract #:0000003	W B MASON COMPANY INC	T0052 Office Supplies and Recycled Copy Paper Statewide	5/6/2021
NJ State Contract #:88692	MARLEE CONTRACTORS	HVAC, REFRIGERATION AND BOILER SERVICES	10/31/2020
NJ State Contract #:85581	UNITED ELECTRIC SUPPLY CO INC	ELECTRICAL EQUIPMENT AND SUPPLIES	10/31/2020
NJ State Contract #:85579	PEMBERTON ELECTRICAL SUPPLY CO	ELECTRICAL EQUIPMENT AND SUPPLIES	10/31/2020
NJ State Contract #:88957	FRANKLINGRIFFITH	ELECTRIC EQUIPMENT AND SUPPLIES (LIGHT POLES, LUMINAIRES WITH ASSOCIATED LAMPS) ELECTRIC EQUIPMENT AND SUPPLIES (LIGHT POLES, LUMINAIRES WITH ASSOCIATED LAMPS) ELECTRIC EQUIPMENT AND SUPPLIES (LIGHT POLES, LUMINAIRES WITH ASSOCIATED LAMPS)	1/31/2021
NJ State Contract #:88955	PEMBERTON ELECTRICAL SUPPLY CO	ELECTRIC EQUIPMENT AND SUPPLIES (LIGHT POLES, LUMINAIRES WITH ASSOCIATED LAMPS) ELECTRIC EQUIPMENT AND SUPPLIES (LIGHT POLES, LUMINAIRES WITH ASSOCIATED LAMPS) ELECTRIC EQUIPMENT AND SUPPLIES (LIGHT POLES, LUMINAIRES WITH ASSOCIATED LAMPS)	1/31/2021
NJ State Contract #:81751	FRANK MAZZA AND SON	CARPET/FLOORING SUPPLY&INSTALL	6/30/2021
NJ State Contract #:40823	Creston Hydraulics Inc.	T0126 - OEM & NON-OEM MAINTENANCE & REPAIR SERVICES FOR LIGHT/MEDIUM DUTY VEHICLES	3/17/2021