

RESOLUTION NO. 5398

**HIRING INDEPENDENT PUBLIC ACCOUNTANT (IPA) FOR AN AUDIT OF THE BOOKS AND RECORDS
OF THE AUTHORITY FOR THE TWELVE-MONTH PERIOD ENDING DECEMBER 31, 2024**

WHEREAS, the Board of Commissioners ("Board"), of the Lakewood Housing Authority ("Authority"), of the Township of Lakewood, in the County of Ocean and State of New Jersey, requires the services of an Independent Public Accountant to perform audit services for a 12-month period ending December 31, 2024, and

WHEREAS, this contract for professional services may be awarded without formal bid, pursuant to a Request for Proposals, in accordance to the Local Public Contracts Law of the State of New Jersey, relevant HUD regulations, and the Authority's Procurement Policy, and

WHEREAS, in response to solicitation and advertising, one (1) proposal was received for the provision of these professional services and was evaluated and rated in accordance with the aforementioned requirements and pursuant to the evaluation criteria:

NOVOGRADAC & COMPANY, LLP \$20,110.00
1144 HOOPER AVENUE, SUITE 203
TOMS RIVER, NJ 08753


WHEREAS, the proposal submitted by the firm of Novogradac & Company LLP, 1144 Hooper Avenue, suite 203, Toms River, NJ, is responsive and advantageous to the Authority for the provision of these services, specifically in light of the extensive experience and proven competence of the firm, the reasonableness of the fees, and the availability for services, and

WHEREAS, the Board desires to enter into an Agreement with this firm for the provision of said professional auditing services, and

NOW THEREFORE BE IT RESOLVED that the firm of Novogradac & Company, LLP, be hired as the Auditor for FY-2024 for all programs of the Lakewood Housing Authority at a lump sum fee not to exceed TWENTY THOUSAND ONE HUNDRED TEN DOLLARS (\$20,110.00), as per the Proposal submitted, and

BE IT FURTHER RESOLVED that the Executive Director be and hereby is authorized to execute a contract for the Independent Public Accountant services in accordance with the specifications contained in the Authority's Request for Proposals. A notice of this Resolution shall be published in a local newspaper as required by law within ten (10) days of its passage and the contract and this supporting resolution shall be retained on file and be available for public inspection at the offices of the Lakewood Housing Authority, 317 Sampson Ave, Lakewood, New Jersey 08701.

I hereby certify that the above is a true copy of the Resolution duly adopted by the Board of Commissioners of the Housing Authority of the Township of Lakewood in the County of Ocean at its Board Meeting held on the 6TH day of March 2025.



Scott Parsons, Secretary
Executive Director

Motion: BA Second: SG

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

RESOLUTION NO. 5399

RESOLUTION AWARDING CONTRACT FOR A/E SERVICES FOR WINDOW REPLACEMENT AT THE JOHN J. CURREY BUILDING

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 for roof replacement at the Lulu Duffy Cottages, Peter Ward Tower and John J. Currey Building; 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 two (2) firms and received proposals from the following A/E Firms:

Habitech Architecture, LLC
Medford, NJ
\$62,500

Lothrop Associates Architects
Red Bank, NJ
\$39,925

; and

WHEREAS, after review of the proposals, the AHCL rated the firm of Lothrop Associates Architects the highest based on criteria set forth in the Specifications for Architectural & Engineering Services and recommends that the LHA award the contract to Lothrop Associates Architects; 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 Lothrop Associates Architects; in the amount of \$39,925; 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 6th day of March 2025.

*Scott E. Parsons, Secretary
Executive Director*

Motion: BA Second: SG

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

RESOLUTION NO. 5400

EXTENDING CONTRACT FOR UNARMED SECURITY GUARD SERVICES AT THE JOHN J. CURREY BUILDING AND PETER WARD TOWER FOR THE PERIOD APRIL 1, 2025 THROUGH MARCH 31, 2026

WHEREAS, the Affordable Housing Corporation of Lakewood (AHCL), acting as managing agent for the Lakewood Housing Authority (LHA), had solicited competitive proposals for unarmed security guard services, had duly advertised, received and opened submitted proposals; and

WHEREAS, pursuant to the existing contract with AEGIS Security Agency, LLC, the LHA has the option to extend the existing contract for one additional year; and

WHEREAS, AEGIS Security Agency, LLC has provided acceptable services throughout the current contract year; and

NOW THEREFORE BE IT RESOLVED that the contract with AEGIS Security Agency, LLC be extended an additional year. The contract extension is awarded in accordance with the specification in the amount of \$25.47 per hour, not to exceed \$84,764.16, for the period of April 1, 2025, through March 31, 2026.

IT IS FURTHER RESOLVED that the Executive Director and AHCL are hereby authorized to enter into and execute said contract for the one-year term, from April 1, 2025, through March 31, 2026, and to take any and all necessary administrative actions to implement this resolution.

I hereby certify that the above is a true copy of the 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 6th day of March 2025.

*Scott E. Parsons, Secretary
Executive Director*

Motion: BA Second: SG

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

RESOLUTION NO. 5401

EXTENDING SHARED SERVICE AGREEMENT BETWEEN THE LAKEWOOD HOUSING AUTHORITY AND THE RAHWAY HOUSING AUTHORITY FOR BOOKKEEPING/TRAINING 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 Rahway Housing Authority (RHA) has determined that it is in need of bookkeeping/training 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 RHA's bookkeeping/training 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/training services; and

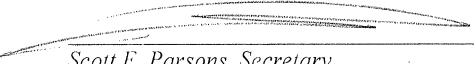
WHEREAS, both the LHA and RHA recognize the value and economic benefit in shared bookkeeping/training services and desire to enter into a Shared Services Agreement whereby the LHA will designate Teresa Acosta to work on RHA matters as needed for approximately seven (7) hours per month but no more than seven (7) hours per work week, at a rate of \$65/hour; 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 RHA; and

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

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 Rahway Housing Authority for bookkeeping/training services effective April 1, 2025 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 6th day of March 2025.


Scott E. Parsons, Secretary
Executive Director

Motion: BA Second: SG

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

RESOLUTION NO. 5402

PEST CONTROL AWARDING EXTERMINATING CONTRACT MAY 1, 2025 THROUGH APRIL 30, 2026

WHEREAS, the Affordable Housing Corporation of Lakewood (AHCL), acting as managing agent for the Lakewood Housing Authority (LHA), has solicited competitive proposals for pest control services, had duly advertised, received, and opened submitted proposals; and

WHEREAS, proposals from four (4) companies were received and evaluated in accordance with the evaluation criteria contained in the RFP:

Golden Building Maintenance
Bensalem, PA
\$96,820

Hoffman's Exterminating Co.
Northfield, NJ
\$16,068

Nature Plus Pest Control
Brooklyn, NY
\$10,999

E&G Exterminators, Inc.
South Amboy, NJ
\$12,090

; and

WHEREAS, after evaluation, the proposal from Hoffman's Exterminating Co. has been determined to be the most responsive and most advantageous to the Authority; and

NOW THEREFORE BE IT RESOLVED that Hoffman's Exterminating Co. be awarded the Contract for bi-monthly exterminating services (\$10,506) and quarterly bed bug inspections (\$5,562) covering 206 units and the Administration Building located in three (3) project sites for one (1) year in accordance with the terms and conditions outlined in the RFP documents, and same shall constitute the basis for the Contract of these services; and

IT IS FURTHER RESOLVED, that the Executive Director is hereby authorized to execute said Contract for the one-year term, from May 1, 2025 through April 30, 2026; 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 6th day of March 2025.*



*Scott E. Parsons, Secretary
Executive Director*

Motion: BA Second: SG

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

RESOLUTION NO. 5403

READOPTING RESOLUTIONS WHICH WERE PREVIOUSLY APPROVED WITHOUT A FULLY CONSTITUTED QUORUM OF THE BOARD OF COMMISSIONERS

WHEREAS, January 2024, the Lakewood Housing Authority (the "Authority") began communicating with representatives of Rutgers University seeking assistance because due to religious observances, one of its Commissioners could not attend a required training class which was only being offered on Saturdays; and

WHEREAS, over the next several months, the Authority and Rutgers exchanged numerous communications about possible alternatives, including the possibility of offering the course on another day and taking the course with an alternative provider, however no feasible solution was ever reached; and

WHEREAS, thereafter, on June 4, 2024, the Authority contacted the NJ Department of Community Affairs ("DCA") requesting assistance in resolving the matter; and

WHEREAS, the Authority finally received a reply from DCA dated November 12, 2024 which offered no assistance in resolving the matter and advised that the Commissioner had been deemed resigned effective May 10, 2024 for failing to complete the required training classes within eighteen months of appointment; and

WHEREAS, N.J.S.A. 40A:12-17d provides that four members shall constitute a quorum of a Housing Authority for conducting business; and

WHEREAS, in light of the Department of Community Affairs' determination that the Commissioner was deemed resigned as of May 10, 2024, Authority Board of Commissioners' meeting held on July 11, September 5, September 25, October 10, and November 7 lacked a duly constituted quorum; and

WHEREAS, in order to rectify the situation, it is appropriate to readopt the following resolutions and actions approved during the meetings held between July 11 and November 7, 2024.

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Lakewood Housing Authority hereby approves the following:

1. Minutes of the Board of Commissioner meetings of May 2, July 11, September 5, September 25, October 10 and November 7, 2024; and
2. The following resolutions attached hereto:

Date	No.	Items
7/11/24	5377	Extending Executive Director Employment Agreement
7/11/24	5378	Awarding Contract for Asphalt Parking Lot Installation at JJC & Mill/Top at JJC and PW
7/11/24	5379	Awarding Contract for Plumbing Fitting Replacements and Tub to Shower Conversion at JJC
7/11/24	5380	Awarding Contract for Access Control Upgrades at John J. Currey and Peter Ward
9/05/24	5381	Awarding Contract for A/E Services for Hot Water Heater Replacement at JJC
9/05/24	5382	Awarding Contract for A/E Services for Heating Boiler Replacement at PW and JJC
9/05/24	5383	Awarding Contract for Elevator Cab Upgrades at the Peter Ward Tower
10/10/24	5385	Approving the Lakewood Housing Authority PHA Annual Plan and 5-Year Plan
10/10/24	5386	Amending the Section 8 Housing Choice Voucher Administrative Plan Regarding Mainstream
10/10/24	5387	Local Authorities – Accounting and Auditing Certification
10/10/24	5388	Extending Shared Service Agreement Between LHA and the Berkeley Housing Authority
10/10/24	5389	Adopting the HOTMA Compliant Section 8 Housing Choice Voucher Administrative Plan
10/10/24	5390	Awarding Contract for Shingle Roofing Replacement at Lulu Duffy Cottages
11/07/24	5391	Approved 2025 Lakewood Housing Authority Budget

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 6th day of March 2025.

*Scott E. Parsons, Secretary
Executive Director*

Motion: BA Second: SG

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