

**RESOLUTION 2023-06-17**

**RESOLUTION APPROVING AND AUTHORIZING THE AWARD OF A CONTRACT FOR FAMILY SELF-SUFFICIENCY PROGRAM MANAGEMENT SERVICES**

**WHEREAS**, the Housing Authority of the Town of Dover (“Housing Authority”), a public entity organized and existing pursuant to the Code of Federal Regulations, the Department of Housing and Urban Development (“HUD”), and the laws of the State of New Jersey, has determined that it is in need of Family Self-Sufficiency program management services; and

**WHEREAS**, the Housing Authority has been awarded a HUD ROSS grant for its Family Self-Sufficiency program of \$53,487 from January 1, 2023 to December 31, 2023; and

**WHEREAS**, to ensure the orderly and efficient administration of the program, the Housing Authority requires program management services; and

**WHEREAS**, NORWESCAP has proposed to provide the required services for the one-year period for the fee of \$42,790; and

**WHEREAS**, therefore, the Housing Authority wishes to award a contract to NORWESCAP for Family Self-Sufficiency program management services; and

**WHEREAS**, the Housing Authority certified that sufficient funds were appropriated for the above-mentioned services; and

**WHEREAS**, the Board of Commissioners has found that it is in the best interest of the Housing Authority and its overall goal of providing quality, affordable housing to low-income families to approve and authorize the award of a contract for Family Self-Sufficiency program management services to NORWESCAP;

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Housing Authority of the Town of Dover hereby approves and authorizes the award of a contract for Family Self-Sufficiency program management services in the amount of \$42,790 to NORWESCAP for a term of one year; and

**BE IT FURTHER RESOLVED**, that the Housing Authority may renew this contract if awarded a HUD ROSS grant for the subsequent fiscal year; and

**BE IT FURTHER RESOLVED**, that this contract shall be available for review at the Housing Authority’s office located at 215 E. Blackwell Street, Dover, New Jersey; and

**BE IT FURTHER RESOLVED**, that the Board hereby authorizes the Executive Director to take any and all administrative actions necessary to implement this resolution.

This Resolution shall take effect immediately.

PASSED and adopted this 5th day of June, 2023.

Original Signed By:

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Maria Tchinchinian, Director/Secretary