

**RESOLUTION 2023-11-28**

**RESOLUTION APPROVING AND AUTHORIZING THE AWARD FOR CONSULTING 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 consulting services; and

**WHEREAS**, specifically, said consulting services are necessary to update the Housing Authority’s Administrative Plan and Admissions and Continued Occupancy Policy for compliance with recent HUD regulatory changes; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4.1, and prevailing HUD procurement requirements, the Housing Authority solicited price quotations for consulting services in connection with the policy updates; and

**WHEREAS**, following a thorough analysis of all such price quotations, the Housing Authority has determined that the price quotation submitted by Execu-Tech, Inc. was fully responsive, meets all the needs and requirements of the Housing Authority, and is the most advantageous to the Housing Authority, price and other factors considered; and

**WHEREAS**, the Housing Authority has certified that sufficient funds have been 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 to Execu-Tech, Inc. for consulting services;

**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 in the amount of \$6,125.00 to Execu-Tech, Inc. for consulting services; 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 6th day of November 2023.

Original Signed By:

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Maria Tchinchinian, Director/Secretary

## CONSULTING SERVICES PROPOSALS

Price quotations were solicited for Consulting Services in connection with the update of the Administrative Plan and Admissions and Continued Occupancy Policy:

<u>Contractor</u>	<u>Proposed Fee</u>
Execu-Tech, Inc.	\$6,125.00
Nann McKay	No Response