

**RESOLUTION #2023-27**  
**AWARD TWO YEAR CONTRACT FOR HQS INSPECTION SERVICES TO**  
**HOME STAT INSPECTIONS FROM 8/1/23 TO 7/31/25**

**WHEREAS**, the Housing Authority of the Borough of Highland Park (the “Authority”) needs to hire and retain an HQS Inspections firm to perform HQS inspections on a monthly basis for the Authority’s Project Based Voucher (PBV) units commencing August 1, 2023 to July 31, 2025; and

**WHEREAS**, the Authority published a notice in the Home News Tribune on 5/2/23 soliciting proposals from licensed HQS Inspectors through a fair and open process pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, the following proposals were received in the Office of the Executive Director until 2:00 PM, Thursday, May 25, 2023 with the following costs:

| Inspection Type      | Home Stat Inspections | LSEA Corp | Gilson Inspection Services | Pat Kelson Associates |
|----------------------|-----------------------|-----------|----------------------------|-----------------------|
| Annual               | \$40.00               | \$50.00   | \$38.50                    | \$46.00               |
| Initial              | \$40.00               | \$58.00   | \$38.50                    | \$50.00               |
| Re-Inspection        | \$40.00               | \$40.00   | \$28.50                    | \$40.00               |
| Special              | \$42.50               | \$58.00   | \$38.50                    | \$42.00               |
| Inconclusive/No Show | \$27.00               | \$30.00   | \$19.50                    | \$30.00               |

**WHEREAS**, the contract was originally awarded to Gilson Inspection Services, and subsequently terminated effective 8/1/23; and

**WHEREAS**, the second low bidder Home Stat Inspections, having performed for the Authority satisfactorily in the past, is recommended for award.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Authority that the Contract Officer, Donna F. Brightman be, and hereby is authorized and directed to execute and deliver on behalf of the Authority a two-year Contract for HQS Inspection Services with Home Stat Inspections as specified in the Request for Proposals dated May 25, 2023 in the amounts shown herein from August 1, 2023 through July 31, 2025.

Motion to adopt Resolution #2023-27 moved by Commissioner Sedehi and seconded by Commissioner Martinez and upon roll call, the vote was as follows:

ROLL CALL: Chonoles Hope Malloy Martinez Rainwater Sedehi  
 AYES: Hope Martinez Rainwater Sedehi  
 NAYS: None  
 Abstain: None  
 Absent: Chonoles Malloy

I hereby certify that the above is a true and exact copy of the Resolution adopted by the Board of Commissioners of the Housing Authority of the Borough of Highland Park at their Regular Meeting of September 14, 2023.

Approved as to legal form by  
 Terrence J. Corrison, Attorney

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 Donna F. Brightman, Secretary