

RESOLUTION #2023-33

**DESIGNATE FEE ACCOUNTANT FROM NOVEMBER 1, 2023 – October 31, 2025
TO POLCARI & COMPANY FOR A SUM OF \$84,000**

WHEREAS, the Housing Authority of the Borough of Highland Park (the “Authority”) needs to retain a professional to perform Fee Accountant Services on a monthly basis to the Authority’s books and records commencing November 1, 2023 – October 31, 2025; and

WHEREAS, the Authority published a notice in the Home News Tribune on September 14, 2023 soliciting proposals for Professional Fee Accountant Services through a fair and open process pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, one proposal for Fee Accounting Services was received in the Office of the Executive Director until 2:00 PM, October 5, 2023, from Polcari & Company of Wayne, NJ for the amount of \$42,000 per year; and

WHEREAS, Polcari & Company, citing many Housing Authority references is recommended for retention.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the Borough of Highland Park, New Jersey, that a contract for professional services has been awarded under competitive proposal procurement procedures, as more fully described at 24 CFR 85.36 and PIH Notice 90-47, to Polcari & Company to provide Fee Accounting Services commencing November 1, 2023 – October 31, 2025, for an annual base cost of \$42,000 payable in 24 monthly installments of \$3,500.00. All such Fee Accounting Services to be provided in accordance with the specifications incorporated herein as fully as though set forth at length.

Motion to adopt Resolution #2023-33 moved by Commissioner Sedehi and seconded by Commissioner Martinez and upon roll call, the vote was as follows:

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

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 October 12, 2023.

Donna F. Brightman, Secretary

Approved as to legal form by
Terrence Corrison, Esq.