

CITY OF LINDEN

Resolution No. 2023-26

RESOLUTION TO CONFIRM THE DESIGNATION OF GERALD VOLPE AS THE QUALIFIED PURCHASING AGENT OF RECORD

Date Introduced: October 25, 2023

Date Adopted: October 25, 2023

WHEREAS, the Housing Authority of the City of Linden (“Housing Authority”), a public entity organized and existing pursuant to the Code of Federal Regulations, the U.S. Department of Housing and Urban Development (“HUD”), and the laws of the State of New Jersey, has determined that it is in need of designating a Qualified Purchasing Agent of Record; and

WHEREAS, pursuant to N.J.S.A. 40A:11-9(a), the Housing Authority is authorized to designate an individual to serve as the Qualified Purchasing Agent of Record; and

WHEREAS, the Qualified Purchasing Agent of Record is responsible for conducting all procurement activities of the Housing Authority in accordance with all applicable legal requirements, including but not limited to the Federal Procurement Standards (2 C.F.R. 200.317 et seq.), the HUD Procurement Handbook (HUD Handbook 7460.8), the New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.), the New Jersey Procurement Regulations (N.J.A.C. 5:34-1.1 et seq.), and the Housing Authority’s Procurement Policy; and

WHEREAS, the Housing Authority previously appointed Gerald Volpe as its Qualified Purchasing Agent of Record by way of Resolution 2022-23; and

WHEREAS, the Board of Commissioners wishes to confirm Mr. Volpe’s continued status as Qualified Purchasing Agent of Record following his transition from vendor to part-time employee pursuant to Resolutions 2023-23 and 2023-24; and

WHEREAS, the Board of Commissioners has determined that it is in the best interest of the Housing Authority and its overall goal of providing quality, affordable housing to low-income seniors to confirm the designation of Gerald Volpe as the Qualified Purchasing Agent of Record.

NOW THEREFORE,

BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Linden hereby confirms the designation of Gerald Volpe as the Qualified Purchasing Agent of Record; and

BE IT FURTHER RESOLVED that the Board hereby directs that Mr. Volpe shall possess a valid Qualified Purchasing Agent certificate, as issued by the New Jersey Division of Local Government Services, Department of Community Affairs; and



**EQUAL OPPORTUNITY EMPLOYER
TTY/TDD PLEASE CALL 1-800-852-7899**

BE IT FURTHER RESOLVED that the Board hereby directs that, in accordance with N.J.S.A. 40A:11-9(a), Mr. Volpe shall: (1) have the authority, responsibility and accountability for the purchasing activity for the Housing Authority; (2) prepare public advertising for bids and receive bids for the provision or performance of goods and/or services on behalf of the Housing Authority; (3) award contracts permitted by law in the name of the Housing Authority; and (4) conduct any activities as may be necessary or appropriate to the purchasing function of the Housing Authority; and

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



**EQUAL OPPORTUNITY EMPLOYER
TTY/TDD PLEASE CALL 1-800-852-7899**

CERTIFICATION

I, Gerald Volpe, the duly appointed and qualified Interim Executive Director of the Housing Authority of the City of Linden, do hereby certify that the attached Resolution (2023-26) was adopted by the Board of Commissioners at an open public meeting held on **October 25, 2023** pursuant to the vote recorded below and is a true and correct copy of the original resolution of said meeting on file and of record.



 Gerald Volpe, Interim Executive Director

Recorded Vote of the Board of Commissioners

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
JOSEPH INFANTE, CHAIR		✓			
SHERI HUMPHREY, VICE CHAIR	M 2 nd	✓			
KAREN LUKENDA		✓			
GARY MANNUZZA		✓			
PETER MATLOSZ		✓			
DANI ORELIEN		✓			
JOANNE PETKOV		✓			



EQUAL OPPORTUNITY EMPLOYER
TTY/TDD PLEASE CALL 1-800-852-7899