

**Housing Authority of the City of Salem**

**NICHOLS**

Commissioner \_\_\_\_\_ presented the following resolution

**JOHNSON**

Commissioner \_\_\_\_\_ seconded the following resolution

**RESOLUTION**

**APPROVING AND AUTHORIZING A CONTRACT FOR LEGAL SERVICES**

**WHEREAS**, the Housing Authority of the City of Salem (“SHA”), 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 needs legal services; and

**WHEREAS**, pursuant to *N.J.S.A. 40A:11-4.1* and prevailing HUD procurement requirements, the Housing Authority published a public advertisement and issued a formal Request for Proposals (“RFP”); and in accordance with the terms of the RFP, one proposal was received by 11:00 AM on January 3, 2025, and were to be objectively evaluated based upon a few factors specified therein; and

**WHEREAS** following a thorough analysis of such proposals in accordance with the published criteria, the Housing Authority has determined that the proposal submitted by Michael A. Armstrong & Associates 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** therefore, the Housing Authority wishes to award a contract to Michael A. Armstrong & Associates for legal services; and

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Housing Authority of the City of Salem hereby approves and authorizes the award of a contract for legal services to Michael A. Armstrong & Associates for a term of one (1) year; and

**BE IT FURTHER RESOLVED** that the compensation under this contract shall be at a rate of \$175.00 per hour for partner, \$165.00 for associates, \$85.00 for paralegal and \$125.00 for law clerk or graduate per hour for attorney services; and

**BE IT FURTHER RESOLVED** that this contract shall be available for review at the SHA's office located at 205 Seventh Street, Salem NJ 08079; and

**BE IT FURTHER RESOLVED** that the Board hereby authorizes the Executive Director to take all administrative actions necessary to implement this resolution. This Resolution shall take effect immediately. PASSED and adopted this 14<sup>th</sup> of February 2025.

VOTE	YES	NO	ABSENT	ABSTAIN
<b>Akmd Nichols, Chair</b>	X			
<b>Kiersten Westly Henson, Commissioner</b>			X	
<b>Dawn Johnson, Commissioner</b>	X			
<b>Joyce Lewis, Commissioner</b>	X			
<b>Destiny Wood, Commissioner</b>	X			

I hereby certify that the above resolution was adopted at a meeting of the Board of Commissioners of the Housing Authority of the City of Salem on the 14<sup>th</sup> day of February 2025.

Marc A. Starling, Secretary

Resolution No. 2025-006 [Approving Legal Services]

Sworn to and subscribed  
 Before me this  
 14<sup>th</sup> day of February 2025.

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