

**RESOLUTION  
of the  
HOUSING AUTHORITY OF THE  
CITY OF LINDEN**

**Resolution No. 2021-16**

**RESOLUTION RATIFYING A SHARED SERVICES AGREEMENT WITH THE CITY  
OF LINDEN FOR THE SERVICES OF A QUALIFIED PURCHASING AGENT**

**Date Introduced: October 20, 2021**

**Date Adopted: October 20, 2021**

**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, determined that it had a continuing need for qualified purchasing agent services; and

**WHEREAS**, a qualified purchasing agent allows the Housing Authority to take advantage of a higher bid threshold pursuant to Local Finance Notice 2020-14; and

**WHEREAS**, a qualified purchasing agent assumes the responsibility for the purchasing activity of the Housing Authority and conducts any activities as may be necessary or appropriate to the purchasing function of the Housing Authority; and

**WHEREAS**, the City of Linden employs a qualified purchasing agent, Ann Marie Whelan; and

**WHEREAS**, the Housing Authority had received qualified purchasing agent services from Ms. Whelan through a Shared Services Agreement with the City of Linden; and

**WHEREAS**, the Shared Services Agreement was scheduled to expire as of October 17, 2021; and

**WHEREAS**, the Housing Authority determined to enter into a new Shared Services Agreement with the City of Linden in order to continue receiving qualified purchasing agent services from Ms. Whelan; and

**WHEREAS**, in compliance with the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 et seq.), the new Shared Services Agreement identifies the specific services to be provided, the standards for the scope of performance, the duration of the agreement, the cost of services for the duration of the agreement, and the procedures for payment; and

**WHEREAS**, notwithstanding the new Shared Services Agreement, the qualified purchasing agent shall remain an employee of the City of Linden; 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 seniors to ratify a Shared Services Agreement with the City of Linden for the services of a qualified purchasing agent;

**NOW THEREFORE,**


**BE IT RESOLVED**, that the Board of Commissioners of the Housing Authority of the City of Linden hereby ratifies a Shared Services Agreement with the City of Linden for the services of a qualified purchasing agent, subject to the review and approval of legal counsel; and

**BE IT FURTHER RESOLVED**, that the Housing Authority hereby adopts the increased bid threshold of \$44,000.00 pursuant to Local Finance Notice 2020-14; and

**BE IT FURTHER RESOLVED**, that the amount to be paid under the Shared Services Agreement shall not exceed the amount of \$15,918.12 per year, subject to an annual two percent (2%) increase; and

**BE IT FURTHER RESOLVED**, that all payments under the Shared Services Agreement shall be made by direct payment to the City of Linden; and

**BE IT FURTHER RESOLVED**, that the Board hereby directs the Executive Director of the Housing Authority to take any and all necessary administrative actions to implement this resolution.

  
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Ann J. Ferguson, Secretary  
Housing Authority of the City of Linden