

MINUTES OF THE REGULAR MEETING OF LODI HOUSING AUTHORITY, 50 BROOKSIDE AVENUE, LODI, NEW JERSEY AT 7:00 PM ON THURSDAY, MAY 27, 2021

Call to Order: Chairman Steven De Nobile called the Regular Meeting to Order at 7:10 PM (immediately following the Annual/Reorganization Meeting).

Pledge of Allegiance: Chairman De Nobile requested everyone stand for the Pledge of Allegiance. After the Pledge, the Chairman made the following statement, "This Agenda is posted to inform the Public of actions being considered by the Authority's Board of Commissioners and its Executive Director/Secretary Treasurer. There may be additions and deletions prior to the Board Meeting before taking final action." Chairman De Nobile also stated the following, "This meeting has been publicly advertised in compliance with the Open Public Meeting Act."

Roll Call: In addition to Chairman De Nobile, the meeting was attended by Commissioners Daniel J. Cody, Albert Di Chiara, and Marc N. Schrieks. Vice Chairman Robert Riley and Commissioners Paul V. Lynch and Robert Marra were absent.

Lodi Housing Authority Attorney Conrad M. Olear, Esq., Executive Director/Secretary Treasurer Thomas DeSomma, Deputy Executive Director Gary Luna and Housing Manager/Recording Secretary Carol A. Ferrara were also present.

Bids: None

Approval of Minutes:

Motion was made by Commissioner Di Chiara and Seconded by Commissioner Cody to approve the Minutes of the Regular Meeting held on April 15, 2021.

Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Di Chiara Commissioner Schrieks Chairman De Nobile	NONE	NONE	Commissioner Lynch Commissioner Marra Vice Chairman Riley

Motion was made by Commissioner Cody and Seconded by Commissioner Di Chiara to approve the Minutes of the Closed Meeting held on April 15, 2021.

Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Di Chiara Commissioner Schrieks Chairman De Nobile	NONE	NONE	Commissioner Lynch Commissioner Marra Vice Chairman Riley

Communications: None

1. Congratulations to Marc N. Schrieks for being Re-Appointed at Commissioner for five-year term (06/11/21 – 06/10/26)

Report of Attorney:

1. Evictions/Notices to Cease/Related Hearings
2. Updates:
3. Any Other Pending Litigation/Personnel Matters to be Discussed

REFER TO CLOSED SESSION – ATTORNEY-CLIENT PRIVILEGED DISCUSSIONS FOR RELATED CORRESPONDENCE

MINUTES OF REGULAR MEETING – MAY 27, 2021 (cont'd)

Report of Accountant: Nothing at this time.

Report of Security: Nothing at this time

Bills Agenda:

Motion to Approve the May 2021 Bills Agenda was made by Commissioner Cody and Seconded by Commissioner Di Chiara. Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Di Chiara Commissioner Schrieks Chairman De Nobile	NONE	NONE	Commissioner Lynch Commissioner Marra Vice Chairman Riley

Report of Executive Director:

1. Approximate total interest earned for FY 2020-2021 – **\$1,050.00±**
2. **CONTRACT REPORT:** NONE

CONTRACT AWARDED TO:		CONTRACT AWARDED FOR:
1.		
2.		
I HEREBY CERTIFY THE "FUNDING AVAILABILITY" TO AWARD THE CONTRACTS, AS REFERENCED, HEREIN AND FURTHER CERTIFY THAT ALL CONTRACT PRICES WERE OBTAINED IN COMPLIANCE WITH LHA AND THE US DEPARTMENT OF HUD CFR 85-36 ESTABLISHMENT OF PROCUREMENT POLICY.		
CONTRACT LISTED ABOVE DOES NOT REQUIRE BOARD APPROVAL SINCE YEARLY CONTRACT AMOUNT IS WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD		

CONTRACT AWARDED TO:		CONTRACT AWARDED FOR:
1.		
2.		
I HEREBY CERTIFY THE "FUNDING AVAILABILITY" TO AWARD THE CONTRACTS, AS REFERENCED, HEREIN AND FURTHER CERTIFY THAT ALL CONTRACT PRICES WERE OBTAINED IN COMPLIANCE WITH LHA AND THE US DEPARTMENT OF HUD CFR 85-36 ESTABLISHMENT OF PROCUREMENT POLICY.		
CONTRACT LISTED ABOVE DOES REQUIRE BOARD APPROVAL SINCE YEARLY CONTRACT AMOUNT IS NOT WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD		

3. Employee Evaluations – reinstated for CY 2022
4. DVP #3E – burst pipe in kitchen with water damage to kitchen cabinets, floor, & wood flooring – Maintenance Dept. did a great job refurbishing damaged areas
5. Notices distributed to PH Residents pertaining to COVID-19 testing and vaccination sites
6. HUD REAC Inspections scheduled for FY 10/01/22 – LHA 2021 annual inspections will begin in July 2021 (outsourced)

MINUTES OF REGULAR MEETING – MAY 27, 2021 (cont'd)

Report of Deputy Executive Director/Administrator Section 8/Housing Manager:

1. BCCD – refer to Executive Director’s response pertaining to final payment for CCTV Contract (\$17,000±) & other Grants
2. 2nd Floor Office Renovations scheduled – to begin 06/01/21
3. Master Meter Certification – repairs needed

Resolutions:

CONSENT AGENDA (Resolutions are matters covering operation of Lodi Housing Authority and will be passed by one roll call vote covering all items on the Consent Agenda.)

Motion to Approve Resolutions by Consent Agenda was made by Commissioner Cody and Seconded by Commissioner Di Chiara. Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Di Chiara Commissioner Schrieks Chairman De Nobile	NONE	NONE	Commissioner Lynch Commissioner Marra Vice Chairman Riley

1. Resolution #20-32	2 nd Year Freeze on Public Housing Flat Rents – Extended Through FYE 09/30/22
2. Resolution #20-33	COVID-19 Pandemic – Funding/Eligible Expenses – Accrued Vacation Leave
3. Resolution #20-34	Massey Street Parking Lot Expansion – Contract Award to 4 Clean-Up, Inc., North Bergen, NJ - \$108,245.00

Report of Commissioner: None

Unfinished Business: None

Old Business: None

New Business: None

Good & Welfare: None

Hearing of Citizens: None in Attendance

Closed Session:

Motion to End Regular Order of Business and go into Closed Session was made by Commissioner Cody and Seconded by Commissioner Schrieks.
Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Di Chiara Commissioner Schrieks Chairman De Nobile	NONE	NONE	Commissioner Lynch Commissioner Marra Vice Chairman Riley

MINUTES OF REGULAR MEETING – MAY 27, 2021 (cont'd)

**Motion to End Closed Session and return to Regular Order of Business was made by Commissioner Cody and Seconded by Commissioner Lynch.
Upon Roll Call, the Board voted as follows:**

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Lynch Commissioner Schrieks Vice Chairman Riley	NONE	NONE	Commissioner Di Chiara Commissioner Marra Chairman De Nobile

Adjournment:

Motion to Adjourn was made by Commissioner Schrieks and Seconded by Commissioner Cody. Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Di Chiara Commissioner Schrieks Chairman De Nobile	NONE	NONE	Commissioner Lynch Commissioner Marra Vice Chairman Riley

Meeting was Adjourned at 7:35 PM and Chairman De Nobile declared the Regular Meeting closed.


THOMAS DeSOMMA
 Executive Director/Secretary Treasurer


STEVEN De NOBILE, Chairman

Transcribed/Typed by:

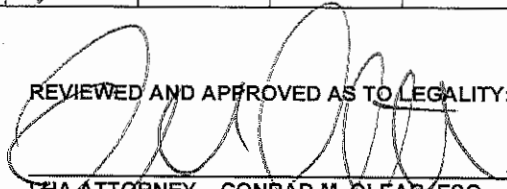

CAROL A. FERRARA
 Housing Manager/Recording Secretary

RESOLUTION NO. 20-32

Governing Body Recorded Vote – Members:

Board Members	Aye	Nay	Abstain	Absent
Commissioner D. J. Cody	✓			
Commissioner A. Di Chiara	✓			
Commissioner P. V. Lynch				✓
Commissioner R. Marra				✓
Commissioner M. N. Schrieks	✓			
Vice Chairman R. Riley, Jr.				✓
Chairman S. De Nobile	✓			

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

 LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**2ND YEAR FREEZE ON PUBLIC HOUSING FLAT RENTS
 EXTENDED THROUGH FYE 09/30/22**

WHEREAS, as a result of the ongoing COVID-19 Pandemic, the US Department of Housing and Urban Development (HUD) has issued PIH Notices 2020-05, 07, 17, 18, 20 and 2021-14 HA (which supersedes 2020-05, 13, 33) et al, all of which render guidance to “Prevent, Prepare, and Respond to the Coronavirus” as it relates to PH/S-8 HCV participants, Public Housing employees, with an emphasis on Public Housing Agencies (PHAs) **maintaining normal operations**; and

WHEREAS, HUD previously noticed PHAs the option to adopt Waivers of Statutory & Regulatory mandates, which LHA previously adopted via Resolution #19-29; and

WHEREAS, the LHA Board of Commissioners (Board) hereby adopts and extends any and all waivers as provided under PIH Notice (referenced above); and

WHEREAS, it is the recommendation of the Executive Director to “Freeze of its Existing Public Housing Flat Rents” in LHA’s effort to provide its Program Participants financial relief during the COVID-19 Pandemic by stabilizing monthly rent payments and further minimizing any possibility of non-payment of rent evictions; and

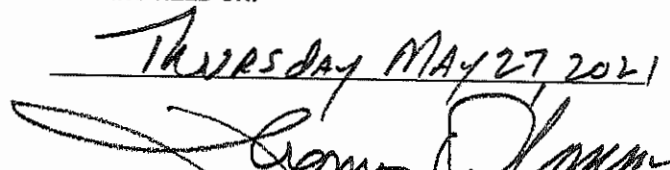
WHEREAS, the Board hereby recognizes by implementing a “Public Housing Flat Rent Freeze” will not adversely impact LHA’s financial solvency and would further offer its PH residents financial relief.

NOW, THEREFORE, BE IT RESOLVED, LHA’s existing flat rents (see chart below) are hereby frozen at levels reflected in the previously adopted Board Resolution #19-07.

FLAT RENTS ADOPTED – BOARD RESOLUTION #19-07		
1 B/R	2 B/R	3 B/R
\$1,074	\$1,263	\$1,614

NOW, THEREFORE, BE IT FURTHER RESOLVED, a 2nd Year Public Housing Flat Rent Freeze shall take effect immediately.

THIS IS TO CERTIFY THAT THE ABOVE IS A TRUE COPY AS ADOPTED BY THE HOUSING AUTHORITY OF THE BOROUGH OF LODI AT THE MEETING HELD ON:

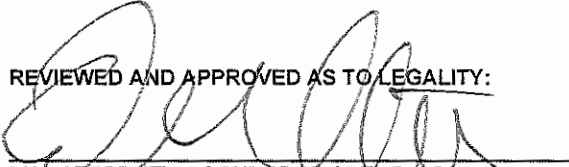
Thursday May 27 2021

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 20-33

Governing Body Recorded Vote – Members:

Board Members	Aye	Nay	Abstain	Absent
Commissioner D. J. Cody	✓			
Commissioner A. Di Chiara				
Commissioner P. V. Lynch				✓
Commissioner R. Marra				✓
Commissioner M. N. Schrieks	✓			
Vice Chairman R. Riley, Jr.				✓
Chairman S. De Nobile	✓			

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

 LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**COVID-19 PANDEMIC – FUNDING/ELIGIBLE EXPENSES
 (ACCRUED VACATION LEAVE)**

WHEREAS, the Lodi Housing Authority (LHA) Board of Commissioners (Board), in recognition of the Emergency COVID-19 Pandemic Funding received, chargeable expenses can be paid through either CARES Act Funding, CFP, PH Operating Expenses, and/or Section 8 Administrative Reserves; and

WHEREAS, in order to maintain daily operations in both the PH and Section 8 Programs, deemed that rather than impose employee furloughs, layoffs, reductions in workforce and/or work hours, and in order to provide and continue to provide PH Residents and Section 8 Participants with decent, safe, and sanitary housing during this Pandemic, the Executive Director authorized “extending employees’ accrued vacation leave without penalty or loss of leave time to any employee; and

WHEREAS, the Executive Director further recognizes this **Emergency Action**, while contrary to NJ Civil Service and LHA Personnel Policy, which allows only a one-year entitlement of accrued leave; and

WHEREAS, several of those affected employees, due to this Emergency Action, as of 01/01/22, will have accumulated 3 years of accrued vacation leave and by allowing such employees to accumulate such time and if taken off during CY 2022 would adversely impact the LHA’s daily operations in its PH and Section 8 Programs, further resulting in adversely affecting LHA’s primary obligation to provide decent, safe, and sanitary housing and would further impact LHA’s Administration of its PH and Section 8 Program requirements under the Dept. of HUD and its ACC requirements; and

WHEREAS, the Executive Director hereby recommends a pay-out to those employees who have, as of 10/01/21, carried over more than one-year entitled vacation time, those hours/days to be paid out equally over a two-year period, effective 10/01/21 and 10/01/22 (for more detailed information. Refer to COVID-19 Accrued Vacation Leave Payout Chart listed below; and

WHEREAS, the Executive Director certifies that there is sufficient “Funding Availability,” in both of LHA’s Public Housing CFP/Operating Reserves and the Section 8 Reserves, along with any remaining CARES Act Funding.


NOW, THEREFORE, BE IT RESOLVED, the Board, in conjunction with the Executive Director’s Emergency Action and Certification of Funding Availability, referenced herein, hereby approves the Employee Payout as referenced herein and further explained in the chart below.

- Employee Accrued Vacation Leave Payout provided to those eligible employees as explained below:

1. **Eligible Employee** – are those full-time/active employees who, as of 10/01/21, have accumulated more than one year of entitled vacation time (as provided under LHA Personnel Policy);
2. **Accrued Vacation Leave Time** – shall be paid out over a two-year period (equally) at the employee's 09/30/21 hourly rate;
3. **Payout of Accrued Vacation Leave Time** – referenced herein and exceeding \$5,000 shall be over two-year period starting the 1st pay period after 10/01/21 and 10/01/22. All other payments shall be payable in one lump sum 1st pay period after 10/01/21. All payouts shall be made by separate check;
4. **Deceased Eligible Employee** – in the event of the passing of an entitled active employee, payment shall be made to the employee's Estate; and
5. **Termination for *Cause** – employee who separates for cause **shall not be eligible for Accrued Vacation Leave Payout.**
*Cause referenced herein is defined as a separation/termination, voluntary or involuntary, due to a violation of LHA Policies and/or State/Federal Law, and such separation/dismissal from service that may be upheld by NJ Civil Service Commission or Court of Jurisdiction.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Board hereby authorizes payout of Accrued Vacation Leave Time, referenced herein, and authorizes all eligible payments be chargeable to Public Housing and Section 8 Funds (also referenced herein), effective at adoption of this Resolution #20-33.

THIS IS TO CERTIFY THAT THE ABOVE IS A TRUE COPY AS ADOPTED BY THE HOUSING AUTHORITY OF THE BOROUGH OF LODI AT THE MEETING HELD ON:

Tuesday May 27, 2021

EXECUTIVE DIRECTOR/SECRETARY-TREASURER

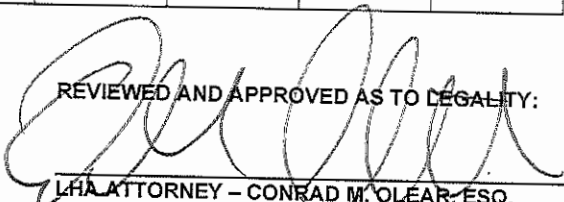
RESOLUTION NO. 20-34

Governing Body Recorded Vote – Members:

Board Members	Aye	Nay	Abstain	Absent
Commissioner D. J. Cody	✓			
Commissioner A. Di Chiara	✓			
Commissioner P. V. Lynch				
Commissioner R. Marra				✓
Commissioner M. N. Schrieks	✓			
Vice Chairman R. Riley, Jr.				✓
Chairman S. De Nobile	✓			

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:



LHA ATTORNEY – CONRAD M. O'LEARY, ESQ.

**MASSET STREET PARKING LOT EXPANSION
 CONTRACT AWARD (\$108,245) TO 4 CLEAN-UP, INC.
 4501 DELL AVENUE, NORTH BERGEN, NJ 07047**

WHEREAS, the Lodi Housing Authority (LHA) Board of Commissioners (Board), previously rejected bids received via Resolution #20-05 (11/29/20); and

WHEREAS, the Board authorized to re-advertise and received a 2nd round of bids on 04/15/21; and

WHEREAS, the bids received (04/15/21) were opened and reviewed by LHA Design & Inspection Engineer and LHA Counsel; and

WHEREAS, both Design Engineer and LHA Counsel reviewed bids received (see attached correspondence) and have determined that 4 Clean-Up, Inc. of North Bergen, NJ to be the lowest responsive qualified bid received within LHA Budget Allocation; and

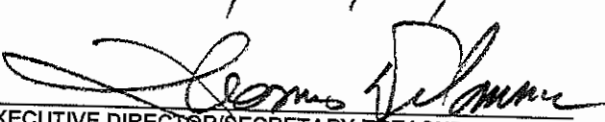
WHEREAS, the LHA Executive Director hereby certifies the Base Bid of \$108,245 is within the LHA's Budget Allocation funded by BCCD Grant (\$100,000) and LHA's Public Housing Operating CFP Reserves along with sufficient Funding Availability to award contract; and

NOW, THEREFORE, BE IT RESOLVED, the hereby authorizes this Contract Award to 4 Clean-Up, Inc. (Base Bid - \$108,245).

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to execute any and all documents necessary.

THIS IS TO CERTIFY THAT THE ABOVE IS A TRUE COPY AS ADOPTED BY THE HOUSING AUTHORITY OF THE BOROUGH OF LODI AT THE MEETING HELD ON:

Thursday MAY 27 2021



EXECUTIVE DIRECTOR/SECRETARY/TREASURER

CONRAD M. OLEAR, ESQ.
26 MERRILL DRIVE
MAHWAH, NEW JERSEY 07430
ATTORNEY AT LAW
NJ & NY BAR

May 26, 2021

VIA ELECTRONIC MAIL

Mr. Thomas DeSomma, Executive Director
Lodi Housing Authority
50 Brookside Avenue - DeVries Park
Lodi, New Jersey 07644

Mr. Gary Luna, Deputy Director
Lodi Housing Authority
50 Brookside Avenue - DeVries Park
Lodi, New Jersey 07644

Re: ***Bid Review***
Massey Street Parking Lot Expansion
15 Masset Street, Lodi, NJ

Dear Mr. DeSomma and Mr. Luna:

Pursuant to your request I have reviewed your correspondence requesting a review of the bid documents submitted in connection with the proposed parking lot expansion located at the Massey Street complex located at 15 Massey Street, Lodi, New Jersey. I have reviewed the bids submitted. Additionally, I also reviewed the comments of LHA's consultants on the project, Neglia Engineering Associates (hereinafter referred to at times as "NEGLIA").

After reviewing the submitted bids, NEGLIA recommended that contract be awarded to 4 Clean-Up, Inc. Please be advised that I have reviewed the bid of 4 Clean-Up, specifically to determine if the bid package is complete and in accord with the requirements of the Local Public Contracts Law (see N.J.S.A. 40A:11-1 et seq.). Please be advised that the said bid is complete and in accord with the requirements of N.J.S.A. 40A:11-1 et seq.

Lodi Housing Authority
May 26, 2021
Page 2

As such, LHA may submit the successful bid to the Board of Commissioners for consideration and award should the Board see fit.

Should you have any questions regarding the above, kindly contact the undersigned at your earliest convenience.

Very truly yours,

Conrad M. Olear

Conrad M. Olear

April 28, 2021

Via: E-mail & Hand Delivery

Thomas DeSomma
Executive Director/Secretary-Treasurer
Borough of Lodi Housing Authority
50 Brookside Avenue, Lodi, New Jersey 07644

Re: Massey Street Parking Lot Expansion
LHA Senior Citizen Complex
15 Massey Street, Borough of Lodi
Bergen County, New Jersey
Our File: LODIMUN20.012

Dear Mr. DeSomma:

Please be advised that on April 15, 2021 at 10:00 a.m. the Lodi Housing Authority accepted bids for the above referenced project. The lowest of five bids submitted for the Base Bid was from 4 Clean-Up, Inc., P.O. Box 5098, North Bergen, NJ 07047. The bid submitted by 4 Clean-Up, Inc. was in the amount of **One Hundred Eight Thousand Two Hundred Forty-Five Dollars and Zero Cents (\$108,245.00)** for the Base Bid. Although an Alternative Bid 'A' was included in the bid documents, we understand that the Lodi Housing Authority does not intend to award Alternative Bid 'A'. If the Authority intends to award this Alternative Bid 'A', then the lowest bid would be from D&L Paving Contractors, Inc., 675 Franklin Avenue, Nutley, NJ 07110. Below is a breakdown of the bids.

4 Clean-Up, Inc.

Base Bid – \$108,245.00 (Parking Lot Expansion) << Lowest Base Bid
Alternate Bid A - \$37,150.00 (Additional Milling and Paving)
Total: \$145,395.00

D&L Paving Contractors, Inc.

Base Bid – \$111,647.50 (Parking Lot Expansion)
Alternate Bid A - \$27,032.50 (Additional Milling and Paving)
Total: \$138,680.00 << Lowest Overall Bid

We have reviewed the references as furnished by the apparent low bidder (Base Bid Only) and find same to be acceptable. Accordingly, we recommend that this contract be awarded to **4 Clean-Up, Inc., P.O. Box 5098, North Bergen, NJ 07047** in the amount of **One Hundred Eight Thousand Two Hundred Forty-Five Dollars and Zero Cents (\$108,245.00) for the BASE BID only.**

34 Park Avenue – PO Box 426
LYNDHURST, NEW JERSEY 07071
Tel: 201.939.8805 • Fax: 201.939.0846

N
NEGLIA
ENGINEERING ASSOCIATES

200 Central Avenue – Suite 102
MOUNTAINSIDE, NJ 07092
Tel: 201.939.8805 • Fax: 732.943.7249

Our recommendation is subject to the certification of the availability of funds by the Authority CFO / Administrator; the review and approval of the apparent low bid by the Authority's Attorney; and, verification that the Contractor's submitted bonding and surety company is currently licensed to do business in the State of New Jersey, and therefore, not on the State's disbarred list.

Enclosed you will find a copy of the Executive Summary and the Bid Tabulation Sheets. The two lowest bid packages shall be forwarded directly to the Authority's Attorney for further legal review. The remaining bid packages will be returned to your office for filing purposes via hand delivery. Bonds shall be returned to the bidders that are not awarded the project.

If you should you have any questions or comments, please do not hesitate to contact the undersigned.

Very truly yours,
Neglia Engineering Associates



David Juzmeski, P.E., P.P.
Principal Engineer

cc: Gary Luna, Deputy Executive Director (*Via Email*)
Thomas R. Solfaro, P.E., C.M.E., C.P.W.M. (*Via Email*)

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EXECUTIVE SUMMARY
BERGEN COUNTY, NEW JERSEY
LODI HOUSING AUTHORITY
15 MASSEY STREET PARKING LOT EXPANSION
APRIL 15, 2021 - 10:00am
LODIMUN20.012

<i>CONTRACTOR</i>	<i>BASE BID</i>	<i>Alternate Bid A</i>	<i>Base Bid + Alternate Bid A</i>
D&L Paving Contractors, Inc. 675 Franklin Avenue, Nutley, NJ 07110 phone: 973-667-7300 / fax: 973-667-1190	\$ 111,647.50	\$ 27,032.50	\$ 138,680.00
4 Clean-Up, Inc. P.O. Box 5098, North Bergen, NJ 07047 phone: 201-271-0042 / fax: 201-271-0118	\$ 108,245.00	\$ 37,150.00	\$ 145,395.00
Zuccaro, Inc. 64 Commerce Street, Garfield, NJ 07026 phone: 973-472-9554 / fax: 973-472-9653	\$ 127,420.00	\$ 34,595.00	\$ 162,015.00
Picerno-Giordano Construction 200 Market Street, Kenilworth, NJ 07033 phone: 908-241-4331 / fax: 908-241-7854	\$ 148,118.75	\$ 23,718.75	\$ 171,837.50
B. Puntasecca Contractors, Inc. 210 Willow Avenue, Hackensack, NJ 07601 phone: 201-489-5433 / fax: 201-489-3705	\$ 148,392.50	\$ 28,899.75	\$ 177,292.25