

**RESOLUTION #3161**

**RATIFY THE RENEWAL OF THE FEE ACCOUNTANT AGREEMENT WITH WILLIAM KATCHEN, C.P.A, FROM 7/1/21 THROUGH 6/30/22 FOR \$37,800**

**WHEREAS**, the Housing Authority of the Township of Woodbridge (the "Authority") needs to retain a professional to perform Fee Accountant Services on a monthly basis to the Authority's books and records commencing July 1, 2021 to June 30, 2022; and

**WHEREAS**, the Authority published a notice in the Home News Tribune on May 23, 2019 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 posted the same on the Authority's website; and

**WHEREAS**, the Authority retained the services of William Katchen, C.P.A. for a one-year period, renewable for one additional year, for an annual fee of \$37,800.00, payable in twelve monthly installments of \$3,150.00; and

**WHEREAS**, the original proposal documents dated June 11, 2019 provided for the option to renew the agreement for fee accounting services for one additional year at the same terms; and

**WHEREAS**, since the Authority has changed software systems, and both the old and new systems will be used during the annual audit, it was in the Authority's best interest to retain the same accountant due to their familiarity of both systems, and

**WHEREAS**, Katchen has agreed to continue services at the same rates for one additional year; and

**WHEREAS**, Katchen has performed satisfactorily over the past two years, and sufficient funds are available to pay for the required services for an additional year.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Housing Authority of the Township of Woodbridge, New Jersey, that the Agreement for professional services with William Katchen, C.P.A., be renewed for one additional year for the amount of not to exceed \$37,800.00 to provide Fee Accountant Services in a timely manner to complete all required forms and reports in accordance with the specifications dated June 11, 2019 starting July 1, 2021 through June 30, 2022.

Motion to adopt Resolution #3161 moved by Commissioner Kenny and seconded by Commissioner Michelson and upon roll call, the vote was as follows:

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Pires Walker Ficarra  
AYES: Kenny Michelson Perez-Rosado Pires Ficarra  
NAYS: None  
Abstain: None  
Absent: Agarwal Walker

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 Township of Woodbridge at their Regular Meeting of November 1, 2021.

Approved as to legal form by  
Terrence Corrison, Esq.

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Donna F. Brightman, Secretary