

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara

Deputy Director Bruce James

Assad R. Akhter

John W. Bartlett

Theodore O. Best, Jr.

Terry Duffy

Pasquale "Pat" Lepore

401 Grand Street  
Paterson, New Jersey 07505

Tel: 973-881-4402

Fax: 973-742-3746

Anthony J. De Nova III

Administrator

William J. Pascrell, III, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Meeting Venue

Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

- A. Announcement of the Open Public Meeting Law
- B. Roll Call:
  - 1. Akhter
  - 2. Bartlett
  - 3. Best
  - 4. Duffy
  - 5. Lepore
  - 6. Deputy Director James
  - 7. Director Lazzara
- C. Invocation:
- D. Pledge of Allegiance
- E. Moment of silence to remember all the men and women who have died while serving in the United States Armed Forces
- F. Approval of Minutes: April 10, 2018
- G. Approval of Proclamations:

1. The Passaic County Board of Chosen Freeholders wishes to recognize April 2018 as Sexual Assault Awareness Month.
2. The Passaic County Board of Chosen Freeholders is aware and wishes to recognize the month of April as Parkinson's Disease Awareness Month.
3. The Passaic County Board of Chosen Freeholders is aware and wishes to recognize the month of April as Alcohol Awareness Month.
4. Passaic County Board of Chosen Freeholders wishes to recognize Eric Meneghin for earning the most distinguished Award in Scouting the rank of Eagle Scout from Boy Scouts of America Troop #23 of Clifton.
5. Passaic County Board of Chosen Freeholders wishes to recognize Ryan Rojo for earning the most distinguished Award in Scouting the rank of Eagle Scout from Boy Scouts of America Troop #23 of Clifton.
6. Passaic County Board of Chosen Freeholders wishes to recognize Wyatt Mathews for earning the most distinguished Award in Scouting the rank of Eagle Scout from Boy Scouts of America Troop #23 of Clifton.
7. Passaic County Board of Chosen Freeholders wishes to recognize Paterson Alliance who will be the recipient of the " Caring Award" during the Home Care Options 64th Anniversary Dinner.

H. Freeholder Reports:

1. Freeholder Director Cassandra "Sandi" Lazzara
2. Freeholder Deputy Director Bruce James
3. Freeholder Assad R. Akhter
4. Freeholder John W. Bartlett
5. Freeholder Theodore O. Best, Jr.
6. Freeholder Terry Duffy
7. Freeholder Pat Lepore

I. Communications:

1. St. Mary`s Church in Pompton Lakes is requesting permission to hang a banner across Hamburg turnpike and River view Rd from Friday, June 15 to Monday, July 16, 2018; to promote their annual carnival, as as noted in the communication.

J. Oral Portion:

1. Motion to Open the Public Portion of the meeting\_\_\_\_\_
2. Motion to Close the Public Portion of the meeting\_\_\_\_\_

K. Resolutions - Consent Agenda:

**ADMINISTRATION AND FINANCE**

1. RESOLUTION CANCELLATION CURRENT FUND STATE AND FEDERAL GRANTS, ALL AS NOTED IN THE RESOLUTION
2. REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2018 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) EMAA, ALL AS NOTED IN THE RESOLUTION.
3. REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2018 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) Market Street, ALL AS NOTED IN THE RESOLUTION
4. REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2018 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) Allwood Road, ALL AS NOTED IN THE RESOLUTION
5. REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2018 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) Spruce Street, ALL AS NOTED IN THE RESOLUTION
6. RESOLUTION AUTHORIZING THE REJECTION OF ALL BIDS FOR SB-18-012 LICENSES AND SECURITY CAMERAS FOR PREAKNESS HEALTHCARE CENTER IN ACCORDANCE WITH N.J.S.A. 40A:11-13.2(d), ALL AS NOTED IN THE RESOLUTION.
7. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO GOLF CAR SPECIALTIES LLC FOR TWELVE YAMAHA DRIVE2 GOLF CARTS EQUAL OR BETTER FOR THE PASSAIC COUNTY GOLF COURSE AS PER BID, ALL AS NOTED IN THE RESOLUTION.
8. RESOLUTION REFERRING LITIGATION ENTITLED JUDITH GARRIS VS. NEW JERSEY DEPARTMENT OF TRANSPORTATION, ET AL TO THE LAW FIRM OF BUGLIONE HUTTON & DEYOE, LLC TO PROVIDE OUTSIDE LEGAL SERVICES TO PASSAIC COUNTY, ALL AS NOTED IN THE RESOLUTION.
9. RESOLUTION REFERRING LITIGATION ENTITLED ELIJAH N. REYES VS. DON BOSCO TECHNOLOGY ACADEMY, ET AL. TO THE ALOIA LAW FIRM, LLC TO PROVIDE OUTSIDE LEGAL SERVICES TO PASSAIC COUNTY, ALL AS NOTED IN THE RESOLUTION.

10. RESOLUTION REFERRING LITIGATION ENTITLED JOHN LEON SMITH VS. DANTE L. GORDON, ET AL, TO THE LAW FIRM OF WATERS MCPHERSON MCNEILL, P.C. TO PROVIDE OUTSIDE LEGAL SERVICES TO PASSAIC COUNTY, ALL AS NOTED IN THE RESOLUTION.

#### **ADMINISTRATION AND FINANCE**

11. RESOLUTION APPOINTING MICHAEL A. CERONE, JR., ESQ. AS A MEMBER OF THE PASSAIC COUNTY BOARD OF ETHICS FOR A FIVE YEAR TERM RETROACTIVE TO APRIL 1, 2018 AND TERMINATING ON MARCH 31, 2023, ALL AS NOTED IN THE RESOLUTION.
12. RESOLUTION AWARDING CONTRACT TO TAYLOR MADE AND PERRY ELLIS SUPREME INTERNATIONAL AS ELIGIBLE VENDORS FOR PURCHASE OF WHOLESALE MERCHANDISE ON AN "AS NEEDED" BASIS AT THE PREAKNESS VALLEY GOLF COURSE GOLF SHOP IN WAYNE, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.
13. RESOLUTION AUTHORIZING MAINTENANCE AND SERVICE OF SPECIALIZED COMPUTER SOFTWARE USED TO ASSIST PASSAIC COUNTY ADMINISTRATION IN RESPONDING TO OPRA REQUESTS THROUGH STATE CONTRACT VENDOR SHI OF SOMERSET, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.
14. RESOLUTION AWARDING A CONTRACT TO PERSELY ASSOCIATES, INC. FOR CONTRACT ADMINISTRATION AND MONITORING SERVICES FOR THE COUNTY OF PASSAIC AND THE PASSAIC COUNTY SHERIFF'S DEPARTMENT RELATIVE TO CONTRACTED MEDICAL SERVICES AT THE PASSAIC COUNTY JAIL FOR A PERIOD OF ONE (1) YEAR, RETROACTIVE TO MARCH 1, 2018 AND TERMINATING ON FEBRUARY 28, 2019, PURSUANT TO REQUEST FOR QUALIFICATIONS, ALL AS NOTED IN THE RESOLUTION.
15. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO THE VENDORS LISTED BELOW FOR ELECTRICAL SUPPLIES FOR THE COUNTY OF PASSAIC DEPARTMENTS AND INSTITUTIONS AS PER BID, ALL AS NOTED IN THE RESOLUTION.
16. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO ACADEMY FURNITURE AND SUPPLIES FOR OUTDOOR DINING FURNITURE FOR THE PASSAIC COUNTY PREAKNESS GOLF COURSE AS PER BID, ALL AS NOTED IN THE RESOLUTION.
17. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO THE VENDORS LISTED BELOW FOR MILK, DAIRY PRODUCTS AND PREPARED SALADS FOR THE COUNTY OF PASSAIC DEPARTMENTS AND INSTITUTIONS AS PER BID, ALL AS NOTED IN THE RESOLUTION.

18. RESOLUTION AWARDING A PROFESSIONAL SERVICES CONTRACT TO THE LAW FIRM OF FLORIO, PERRUCCI, STEINHARDT & CAPPELLI, L.L.C. TO PERFORM LABOR COUNSEL SERVICES ON BEHALF OF THE COUNTY OF PASSAIC FOR AN AMOUNT NOT TO EXCEED \$100,000.00, ALL AS NOTED IN THE RESOLUTION.

#### **HUMAN SERVICES**

19. RESOLUTION AUTHORIZING AN EXTENSION TO KAIROS CONSULTING EXPIRED CONTRACT FOR 2 MONTHS THROUGH JUNE 30, 2018, ALL AS NOTED IN THE RESOLUTION.
20. RESOLUTION AUTHORIZING THE APPOINTMENTS AND REPLACEMENTS OF MEMBERS TO THE PASSAIC COUNTY WORKFORCE DEVELOPMENT BOARD, ALL AS NOTED IN THE RESOLUTION.
21. RESOLUTION AUTHORIZING THE SPENDING APPROVAL FOR THE DIVISION OF WEATHERIZATION, ALL AS NOTED IN THE RESOLUTION.
22. RESOLUTION TO APPLY AND ACCEPT GRANT FUNDING IN THE AMOUNT OF \$32,000 THE NEW JERSEY DEPARTMENT OF HUMAN SERVICES, DIVISION OF AGING SERVICES FOR THE PERIOD OF APRIL 1, 2018 THROUGH MARCH 31, 2019 TO CARRY OUT THE STATE HEALTH INSURANCE PROGRAM (SHIP) THROUGH THE DEPARTMENT OF SENIOR SERVICES, ALL AS NOTED IN THE RESOLUTION.

#### **PUBLIC WORKS**

23. RESOLUTION CONSENTING TO ORDINANCE NO. 18-021 BY THE CITY OF PATERSON WHICH RELOCATES AN EXISTING BUS STOP ON WESTBOUND 5TH AVENUE AT EAST 24TH STREET FROM A FAR-SIDE STOP TO A NEAR-SIDE STOP, ALL AS NOTED IN THE RESOLUTION.
24. RESOLUTION FOR AWARD OF CONTRACT TO COLONNELLI BROTHERS, INC. AS IT PERTAINS TO THE HIGHLANDS PRESERVE PEDESTRIAN FOOTBRIDGE OVER THE COOLEY BROOK IN THE TOWNSHIP OF WEST MILFORD, NEW JERSEY AS PER BID, ALL AS NOTED IN THE RESOLUTION.
25. RESOLUTION AWARDING CONTRACT TO ATI MECHANICAL & ELECTRICAL CONSULTING ENGINEERS FOR DESIGN SERVICES AND CONSTRUCTION ADMINISTRATION FOR THE INSTALLATION OF A NEW GENERATOR AT THE PASSAIC COUNTY PARKS DEPARTMENT FUEL DEPOT AND MAINTENANCE BUILDING IN THE TOWNSHIP OF WAYNE, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.
26. RESOLUTION FOR CHANGE ORDER #4 FOR H&S MECHANICAL, INC. AS IT PERTAINS TO RENOVATIONS TO THE PASSAIC COUNTY COURT HOUSE ANNEX IN THE CITY OF PATERSON, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

27. RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE DEY MANSION GARDEN RESTORATION PROJECT IN WAYNE, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

**PUBLIC WORKS**

28. RESOLUTION FOR AWARD OF CONTRACT TO CONCRETE CONSTRUCTION CORP. AS IT PERTAINS TO THE REPLACEMENT OF MARSHALL HILL ROAD CULVERT OVER TRIBUTARY TO BELCHERS CREEK, STRUCTURE NO. 1600-282, IN THE TOWNSHIP OF WEST MILFORD, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.
29. RESOLUTION AUTHORIZING CONCURRENCE TO ALLOW THE SHEPHERD AND KNUCKLEHEAD PUB TO HOLD AN OUTDOOR EVENT AT 527-529 BELMONT AVENUE IN HALEDON, NJ IN THE COUNTY RIGHT-OF-WAY ON BELMONT AVENUE ON JUNE 16, 2018 FROM 12:00 P.M. TO 10:00 P.M. UPON SUBMISSION OF A TRAFFIC CONTROL PLAN BY THE APPLICANT, ALL AS NOTED IN THE RESOLUTION.
30. RESOLUTION FOR CHANGE ORDER #1 FOR GRADE CONSTRUCTION FOR THE GARRET MOUNTAIN RESERVATION BARBOUR'S POND DREDGING AND AERATION IN THE BOROUGH OF WOODLAND PARK, NJ, ALL AS NOTED IN THE RESOLUTION.
31. RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC DEPARTMENT OF CULTURAL & HISTORIC AFFAIRS TO APPLY TO THE NEW JERSEY HISTORIC COMMISSION FOR A FY 2019 PROJECT GRANT TO CREATE A NEW EXHIBIT IN THE AIDE-DE-CAMP ROOM AT DEY MANSION LOCATED IN WAYNE, NJ, ALL AS NOTED IN THE RESOLUTION.
32. RESOLUTION AWARDED CONTRACT TO CLARKE CATON HINTZ FOR PROFESSIONAL ARCHITECTURAL SERVICES FOR THE CONDITIONS ASSESSMENT AND FEASIBILITY STUDY OF LAMBERT CASTLE IN PATERSON, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.
33. RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC DEPARTMENT OF CULTURAL & HISTORIC AFFAIRS TO APPLY TO THE NEW JERSEY DIVISION OF TRAVEL AND TOURISM COOPERATIVE MARKETING GRANT PROGRAM FOR THE 2019 PASSAIC COUNTY FAIR, ALL AS NOTED IN THE RESOLUTION.
34. RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC DEPARTMENT OF CULTURAL & HISTORIC AFFAIRS TO APPLY TO THE NJ HISTORIC TRUST FOR THE DISCOVER NJ HISTORIC LICENSE PLATE FUND HERITAGE TOURISM GRANT FY 2018 IN AN AMOUNT OF \$5,000 FOR THE COMPLETION OF A VISITOR-READY ASSESSMENT OF DEY MANSION, ALL AS NOTED IN THE RESOLUTION.

35. A RESOLUTION IN SUPPORT OF THE FRIENDS OF PASSAIC COUNTY PARKS INC. APPLICATION TO THE NEW JERSEY HISTORIC TRUST FOR THE HISTORIC SITES MANAGEMENT GRANT FOR THE DEVELOPMENT OF AN INTERPRETATIVE PLAN FOR PASSAIC COUNTY HISTORIC SITES, ALL AS NOTED IN THE RESOLUTION.

#### **PUBLIC WORKS**

36. RESOLUTION AUTHORIZING A CONTRACT BY AND BETWEEN THE COUNTY OF PASSAIC AND SCHINDLER ELEVATOR CORP. FOR THE PERIOD OF APRIL 1, 2018 TO DECEMBER 31, 2018 FOR MAINTENANCE AND SERVICE OF 31 ELEVATORS IN VARIOUS BUILDINGS OWNED BY THE COUNTY OF PASSAIC, ALL AS NOTED IN THE RESOLUTION.
37. RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO NATIONAL DUST CONTROL CORP. FOR FLOOR MAT SERVICES AT VARIOUS PASSAIC COUNTY-OWNED BUILDINGS, ALL AS NOTED IN THE RESOLUTION.
38. RESOLUTION RATIFYING ACTION TAKEN BY PASSAIC COUNTY ADMINISTRATION TO AWARD AN EMERGENCY CONTRACT TO LEMCO CORPORATION FOR EMERGENCY SERVICE CALL AND SUBSEQUENT REPLACEMENT OF ELECTRICAL BREAKER AT 77 HAMILTON STREET, PATERSON, NJ, ALL AS NOTED IN THE RESOLUTION.

#### **LAW AND PUBLIC SAFETY**

39. RESOLUTION AUTHORIZING THE PASSAIC COUNTY OFFICE OF WEIGHTS AND MEASURES TO INSPECT AND ENFORCE NEEDED WEIGHTS AND MEASURES ACTIVITIES AT GAS STATIONS IN THE CITY OF PATERSON IN AN EFFORT TO ASSIST THE PATERSON SUPERINTENDENT OF WEIGHTS AND MEASURES AS NECESSARY, ALL AS NOTED IN THE RESOLUTION.
40. RESOLUTION AUTHORIZING THE PASSAIC COUNTY SHERIFF'S OFFICE TO FILE AN APPLICATION WITH THE STATE OF NEW JERSEY, DIVISION OF HIGHWAY TRAFFIC SAFETY FOR THE 2018 CLICK IT OR TICKET STATEWIDE SEAT BELT ENFORCEMENT MOBILIZATION GRANT, ALL AS NOTED IN THE RESOLUTION.
41. RESOLUTION REAPPOINTING ROBERT LYONS AS EMERGENCY MANAGEMENT COORDINATOR FOR THE COUNTY OF PASSAIC FOR TERM OF THREE (3) YEARS, COMMENCING JUNE 1, 2018 AND TERMINATING MAY 31, 2021, IN ACCORDANCE WITH THE PROVISIONS OF N.J.S.A. App. A:9-42.1, ALL AS NOTED IN THE RESOLUTION.
42. RESOLUTION AUTHORIZING PURCHASE OF VARIOUS ITEMS BY THE PASSAIC COUNTY SHERIFF'S DEPARTMENT, ALL AS NOTED IN THE RESOLUTION.

#### **PLANNING AND ECONOMIC DEVELOPMENT**

43. RESOLUTION AUTHORIZING COUNTY OPEN SPACE AWARD EXTENSION REQUESTS FOR THREE (3) PROJECTS TO THE TOWNSHIP OF WEST MILFORD: NOSENZO POND PARK LIGHTING (2015) – THROUGH SEPTEMBER 2018; FARRELL FIELD (2014) AND NOSENZO POND PARK PLAYGROUND (2014) THROUGH JULY 2018 DUE TO UNFORSEEN DELAYS, ALL AS NOTED IN THE RESOLUTION.

L. 12. New Business:

1. Personnel
2. Bills
3. Certification of Payroll
4. Receipt of Departmental Reports

M. 13. Adjournment



**PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS**  
**MINUTES FOR REGULAR MEETING HELD ON**  
**April 10, 2018**

A regular meeting of the Passaic County Board of Chosen Freeholders was held this day in the Freeholders Board Room in the Passaic County Administration building: 401 Grand St

Louis E. Imhof, III, Clerk of the Board, read the announcement on the Open Public Meeting Law.

<b>Roll Call:</b>	<b>Absent</b>
Bartlett	Akhter
Best	Duffy
Deputy Director James	Lepore
Director Lazzara	

**Invocation:** Louis E. Imhof, III,

**Pledge of Allegiance:** Lead by Freeholder Best

**Approval of Minutes;**

Motion made by Freeholder Bartlett, second by Freeholder Best, that the minutes for March 27, 2018, be approved which the motion was carried on a roll call of four (4) votes in the affirmative, with Freeholder Akhter, Duffy, and Lepore, being absent.

**Proclamation:** None

At this time Director Lazzara asked if there was any Freeholder Reports:

1. Freeholder Director Cassandra "Sandi" Lazzara
2. Freeholder Deputy Director Bruce James
3. Freeholder Assad R. Akhter
4. Freeholder John W. Bartlett
5. Freeholder Theodore O. Best, JR.
6. Freeholder Terry Duffy
7. Freeholder Pat Lepore

**COMMUNICATION:** None

**Oral Portion:**

James: Motion to open public portion

Bartlett: Second

Roll Call: Bartlett, Yes: Best, Yes: Deputy Director James, Yes: Director Lazzara, Yes.

At this time the following person appeared before the Board:

1. Barbara Rumana, Wayne
2. Caroline Markerson, Wayne

Best: Motion to close the Public Portion of the Meeting

James: Second

Roll Call: Bartlett, Yes: Best, Yes: Deputy Director James, Yes: Director Lazzara, Yes.

**Consent Agenda Resolution:**

A motion was made by Freeholder Bartlett, second by Freeholder Best to amend Resolutions K-27, which motion was carried on a roll call with four (4) votes in the affirmative, with Freeholders Akhter, Duffy, and Lepore, being absent.

A motion was made by Freeholder Best, second by Freeholder James to adopt Resolutions K-1 through K-42, which motion was carried on a roll call with four (4) votes in the affirmative, with Freeholders Akhter, Duffy, and Lepore, being absent.

**“End of Consent Agenda”**

**“New Business”**

**Personnel:**

A motion was made by Freeholder James, second by Freeholder Bartlett, that all Personnel matters be approved were submitted by the Office of Human Resources. Then the Office of Human Resources shall directed to notify the County Finance Department and New Jersey Department of Personnel accordingly, which motion was approved, with four (4) votes in the affirmative, with Freeholders Akhter, Duffy, and Lepore, being absent.

**Bills:**

Motion was by Freeholder James, second by Freeholder Bartlett, that

Current Fund	7-01	22,181.36
Current Fund	8-01	14,386,089.87
Payroll Agency Deductions	8-05	187,220.69
HUD Budget Expenditures	8-25	13,801.93
General Capital Fund Budget	C-04	7,750.00
State/Federal Grant Fund	G- 01	599,175.00
DED Trust Empl off Duty Police	T-13	39,784.00
Professional Liability Trust	T-19	6,058.79
Trust Fund Other	T- 20	131.45
Private Industry Council	Z – 81	8,787.78

**Total All Funds \$ 15,270,980.87**

Current Fund	7-01	592, 579.87
Current Fund	8-01	2,067,104.72
HUD Budget Expenditures	8-25	10, 0218.31

**Year Total: 2,077,123.03**

General Capital Fund Budget	C-04	2,512,542.02
State/Federal Grant Fund	G-01	768,929.65
Open Space Trust FY2016 Fund Budget	O -16	223,794.21

Open Space Trust Fund Fy2017 Budget	O-17	46,305.24
Open Space Trust Fund FY 2018 Budget	O-18	866.63
<b>Year Total 270,966.08</b>		
DED Trust – Homelessness Trust Fund	T -12	27,853.00
Passaic CO Open Space TRST Fun	T-16	20,000.00
Professional Liability Trust	T-19	118,618.53
Trust Fund Other	T-20	44,012.09
Municipal Forfeiture Fund	T-22	16,647.94
Prosecutor`s Confiscated Funds	T-23	136,733.66
<b>Year Total: 374,186.92</b>		
Private Industry Council	Z-81	3,925.77
<b>Total of All Funds: 6,600,253.34</b>		

Be approved which motion was carried on roll call with four (4) votes in the affirmative, with Freeholders Akhter, Duffy, and Lepore, being absent.

**Payroll Certification:**

A motion was made by Freeholder James, second Freeholder Bartlett, that the payroll be certified and the Clerk of the Board notify the County Treasurer, which motion was approved on roll call, with four (4) votes in the affirmative, with Freeholders Akhter, Duffy, and Lepore, being absent.

**Departmental Reports**

Departmental Reports were received and filed in the Office of the Clerk of the Board.

**Adjournment**

Motion made by Freeholder James, seconded by Freeholder Bartlett that the regular meeting be adjourned at 6:59 p.m., and the motion was carried on roll call with four (4) votes in the affirmative, with Freeholders Akhter, Duffy, and Lepore, being absent

Respectfully Submitted,



Louis E. Imhof, III,  
Clerk of the Board

Prepared by: Oshin Castillo

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
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Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

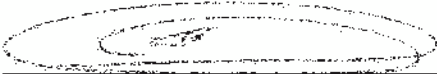
Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

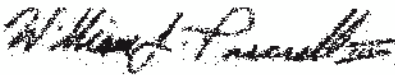
Agenda: RESOLUTION CANCELLATION CURRENT FUND STATE AND FEDERAL GRANTS, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:  
FINANCE DEPARTMENT

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20180306							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-1							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

## COUNTY OF PASSAIC

## STATE OF NEW JERSEY

## RE: CANCELLATION CURRENT FUND STATE AND FEDERAL GRANTS

WHEREAS, the County of Passaic was awarded a Grant for Garret Mountain Improvements and appropriated these funds as part of a capital ordinance 2017-07, and

WHEREAS, the grant was erroneously appropriated again via Resolution number R-2017-0977 accepted on 12/12/2017, through the budget, and

WHEREAS, it is necessary to cancel said duplicated appropriation,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Passaic that the Director of Finance be authorized to cancel the following:

<b>Account</b>	<b>Grant Name</b>	<b>Receivable</b>
G-01-45-708-314	Garret Mountain Improvements	1,375,000.00

<b>Account</b>	<b>Grant Name</b>	<b>Appropriation</b>
G-01-45-708-014-000	Garret Mountain Improvements	1,375,000.00

This resolution was requested by:  
Richard Cahill  
CHIEF FINANCIAL OFFICER

# Passaic County Board of Chosen Freeholders

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## Public Meeting (Board Meeting)

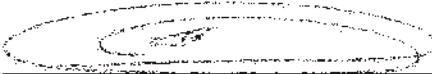
Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505


Agenda: REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2018 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) EMAA, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
FINANCE DEPARTMENT

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20180307							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-2							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

COUNTY OF PASSAIC

STATE OF NEW JERSEY

Re: Requesting Approval for the Insertion of a Special Item of Revenue in the 2018 Budget Pursuant to N.J.S. 40A:4- 87(Chapter 159 P.L. 148) Emergency Management Agency Assistance (FY16-EMPG-EMAA-1600)

WHEREAS, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the Budget of any County or Municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the Budget, and

WHEREAS, the County is desirous at this time to anticipate and appropriate a sum of \$55,000.00 for the aforementioned program, and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the County of Passaic hereby requests the Director of the Division of Local Government Services to approve the insertion of an additional item of revenue in the budget for the year 2018

In the sum of \$55,000.00

Which item is now available as revenue from a grant award from the State of New Jersey, Department of Law & Public Safety, Emergency Management Agency Assistance (FY16-EMPG-EMAA-1600)

SECTION II.

BE IT FURTHER RESOLVED, that a like sum of \$55,000.00 be and the same is hereby appropriated under the caption State of New Jersey, Department of Law & Public Safety, Emergency Management Agency Assistance (FY16-EMPG-EMAA-1600)

BE IT FURTHER RESOLVED that an electronic copy of this resolution be forwarded to the Division of Local Government Services.

This resolution was requested by:  
Richard Cahill  
CHIEF FINANCIAL OFFICER

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Pasquale "Pat" Lepore

401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

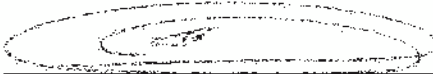
Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

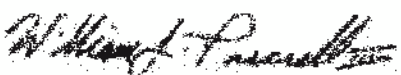
Agenda: REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2018 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) Market Street, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:  
FINANCE DEPARTMENT

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20180308							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-3							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓			✓	✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018



COUNTY OF PASSAIC

STATE OF NEW JERSEY

Re: Requesting Approval for the Insertion of a Special Item of Revenue in the 2018 Budget Pursuant to N.J.S. 40A:4- 87(Chapter 159 P.L. 148) FY 2017-2018 Local Safety Program Grant - Market Street (CR-648)

WHEREAS, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the Budget of any County or Municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the Budget, and

WHEREAS, the County is desirous at this time to anticipate and appropriate a sum of \$3,560,400.00 for the aforementioned program, and

NOW, THEREFORE, BE IT RESOLVED, that the County of Passaic hereby requests the Director of the Division of Local Government Services to approve the insertion of an additional item of revenue in the budget for the year 2018

In the sum of \$3,560,400.00

Which item is now available as revenue from a grant award from the North Jersey Transportation Authority, 2017-2018 Local Safety Program Grant - Market Street (CR-648)

SECTION II.

BE IT FURTHER RESOLVED, that a like sum of \$3,560,400.00 be and the same is hereby appropriated under the caption North Jersey Transportation Authority, FY 2017-2018 Local Safety Program Grant - Market Street (CR-648)

BE IT FURTHER RESOLVED; that an electronic copy of this resolution be forwarded to the Division of Local Government Services.

This resolution was requested by:  
Richard Cahill  
CHIEF FINANCIAL OFFICER

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
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Paterson, New Jersey 07505  
Tel: 973-881-4402  
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Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

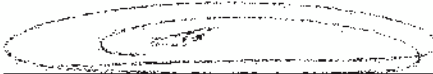
Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

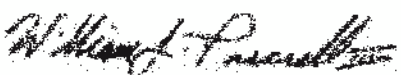
Agenda: REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2018 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) Allwood Road, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:  
FINANCE DEPARTMENT

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20180309							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-4							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

COUNTY OF PASSAIC

STATE OF NEW JERSEY

Re: Requesting Approval for the Insertion of a Special Item of Revenue in the 2018 Budget Pursuant to N.J.S. 40A:4- 87(Chapter 159 P.L. 148) FY 2017-2018 Local Safety Program Grant - Allwood Road (CR-602) and Clifton Avenue (SR-161)

WHEREAS, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the Budget of any County or Municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the Budget, and

WHEREAS, the County is desirous at this time to anticipate and appropriate a sum of \$2,663,400.00 for the aforementioned program, and

NOW, THEREFORE, BE IT RESOLVED, that the County of Passaic hereby requests the Director of the Division of Local Government Services to approve the insertion of an additional item of revenue in the budget for the year 2018

In the sum of \$2,663,400.00

Which item is now available as revenue from a grant award from the North Jersey Transportation Authority, 2017-2018 Local Safety Program Grant - Allwood Road (CR-602) and Clifton Avenue (SR-161)

SECTION II.

BE IT FURTHER RESOLVED that a like sum of \$2,663,400.00 be and the same is hereby appropriated under the caption North Jersey Transportation Authority, FY 2017-2018 Local Safety Program Grant - Allwood Road (CR-602) and Clifton Avenue (SR-161)

BE IT FURTHER RESOLVED; that an electronic copy of this resolution be forwarded to the Division of Local Government Services.

This resolution was requested by:  
Richard Cahill  
CHIEF FINANCIAL OFFICER

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
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*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

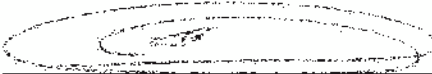
Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505


Agenda: REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2018 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) Spruce Street, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:  
FINANCE DEPARTMENT

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20180310							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-5							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

COUNTY OF PASSAIC

STATE OF NEW JERSEY

Re: Requesting Approval for the Insertion of a Special Item of Revenue in the 2018 Budget Pursuant to N.J.S. 40A:4- 87(Chapter 159 P.L. 148) 2018 Transportation Alternative Program (TAP) - Spruce Street Gateway Phase I (PRO-2018-04539)

WHEREAS, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the Budget of any County or Municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the Budget, and

WHEREAS, the County is desirous at this time to anticipate and appropriate a sum of \$1,200,000.00 for the aforementioned program, and

NOW, THEREFORE, BE IT RESOLVED, that the County of Passaic hereby requests the Director of the Division of Local Government Services to approve the insertion of an additional item of revenue in the budget for the year 2018

In the sum of \$1,200,000.00

Which item is now available as revenue from a grant award from the State of New Jersey, Department of Transportation, 2018 Transportation Alternative Program (TAP) - Spruce Street Gateway Phase I (PRO-2018-04539)

SECTION II.

BE IT FURTHER RESOLVED, that a like sum of \$1,200,000.00 be and the same is hereby appropriated under the caption State of New Jersey, Department of Transportation, 2018 Transportation Alternative Program (TAP) - Spruce Street Gateway Phase I (PRO-2018-04539)

BE IT FURTHER RESOLVED; that an electronic copy of this resolution be forwarded to the Division of Local Government Services.

This resolution was requested by:  
Richard Cahill  
CHIEF FINANCIAL OFFICER

# Passaic County Board of Chosen Freeholders

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PASSAIC COUNTY FREEHOLDERS

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Deputy Director Bruce James  
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Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

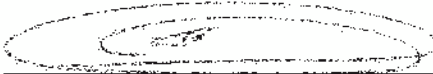
Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

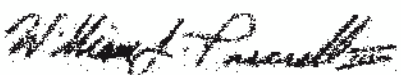
Agenda: RESOLUTION AUTHORIZING THE REJECTION OF ALL BIDS FOR SB-18-012 LICENSES AND SECURITY CAMERAS FOR PREAKNESS HEALTHCARE CENTER IN ACCORDANCE WITH N.J.S.A. 40A:11-13.2(d), ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
PREAKNESS HC

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20180311							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-6							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓			✓	✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION AUTHORIZING THE REJECTION OF ALL BIDS FOR SB-18-012 LICENSES AND SECURITY CAMERAS FOR PREAKNESS HEALTHCARE CENTER IN ACCORDANCE WITH N.J.S.A. 40A:11-13.2(d)**

**WHEREAS** bids were received by the County of Passaic on February 13, 2018 for SB-18-012 Licenses and Security Cameras for Preakness Healthcare Center; and

**WHEREAS** subsequent to the receipt of bids on February 13, 2018 the review committee convened and has made a recommendation for rejection of this bid as the technical specifications must be substantially revised; and

**WHEREAS** the Purchasing Department now recommends that the Board of Chosen Freeholders reject this bid in accordance with the provisions of N.J.S.A. 40A:11-13.2(d); and

**WHEREAS** N.J.S.A. 40A:11-13.2(d) provides that bids can be rejected when the governing body of the contracting unit decides to substantially revise the specifications of the goods or services; and

**WHEREAS** the Administration and Finance Committee considered this matter and recommends this resolution to the full Board for adoption; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that, pursuant to the terms set forth above, it hereby authorizes the Director of Purchasing to cancel SB-18-012 Licenses and Security Cameras for Preakness Healthcare Center pursuant to the provisions of N.J.S.A. 40A:11-13.2(d);

April 10, 2018

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Pasquale "Pat" Lepore

401 Grand Street  
Paterson, New Jersey 07505  
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Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

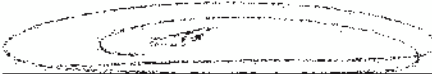
Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO GOLF CAR SPECIALTIES LLC FOR TWELVE YAMAHA DRIVE2 GOLF CARTS EQUAL OR BETTER FOR THE PASSAIC COUNTY GOLF COURSE AS PER BID, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

GOLF COURSE

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20180312							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-7							
CAF #	C-04-55-153-001-9A2							
Purchase Req. #	R8-02506							
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018



**RESOLUTION AUTHORIZING AWARD OF CONTRACT TO GOLF CAR SPECIALTIES LLC FOR TWELVE YAMAHA DRIVE2 GOLF CARTS EQUAL OR BETTER FOR THE PASSAIC COUNTY GOLF COURSE AS PER BID**

**WHEREAS**, there exists a need for Golf Carts for the Passaic County Golf Course; and

**WHEREAS**, the County of Passaic issued a public solicitation to qualified vendors titled SB-18-021 Twelve (12) Yamaha Drive2 Golf Carts Equal or Better for the Passaic County Golf Course in accordance with “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, et seq.; and

**WHEREAS**, the County of Passaic, Department of Purchasing has reviewed and tabulated the bids as received on March 29, 2018 pursuant to N.J.S.A. 40A: 11-1 et. seq., and has made a recommendation to the Board of Chosen Freeholders for an award of contract to Golf Car Specialties LLC of Gloucester City, NJ; and

**WHEREAS**, Golf Car Specialties LLC will provide the goods and services at the prices submitted with their bid response; and

**WHEREAS**, the Finance, Administration and Personnel Committee has reviewed this matter at its meeting and recommended this resolution to the full Board of adoption; and

**WHEREAS**, the contract period will be delivery within 60 days after award with pricing to remain in effect 12 months after award of contract for a total estimated award of \$53,928.00; and

**WHEREAS**, a certificate is attached hereto, indicating that \$53,928.00 in funds are available as recorded in purchase requisition #R8-02506 in budget account #C-04-55-153-001-9A2 for the within contemplated expenditure; and

**WHEREAS**, Golf Car Specialties LLC indicated in their bid response that they are not willing to provide these goods and services to the registered members of Passaic County Cooperative Pricing System #38-PCCP; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that pursuant to the terms and conditions set forth above, it hereby authorizes an award of contract to Golf Car Specialties LLC of Gloucester City, NJ for the goods referenced above; and

**BE IT FURTHER RESOLVED** that the Clerk of the Board, the Purchasing Agent and the Director of the Board are hereby authorized to execute all necessary agreements on behalf of the County of Passaic as prepared by the Office of County Counsel for said purpose.

April 10, 2018

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$53,928.00

APPROPRIATION: C-04-55-153-001-9A2

PURPOSE: Resolution authorizing award of contract to Golf Car Specialties LLC for Twelve Yamaha Drive2 Golf Carts equal or better for the Passaic County Golf Course.

  
Richard Cahill, Chief Financial Officer

DATED: April 24, 2018

RC:fr



## COUNTY OF PASSAIC

### PARKS & RECREATION

209 Totowa Road, Wayne, NJ 07470

Office (973) 881-4833 Fax (973) 872-2684

To: Michael Marinello, Director of Procurement  
From: Darryl Sparta, Director of Parks & Recreation  
Date: April 5, 2018  
Re: Purchase of Golf Carts

The Passaic County Parks Department received bids on March 29, 2018 for the purchase of 12 Yamaha Quietech EFI golf carts to be added to the current golf cart fleet. Bids were received from Vic Gerard Golf Cars 281 Squankum Road Farmingdale NJ 07727 in the amount of \$53,340.00, Golf Car Specialties LLC 136 Washington Street Gloucester City NJ 08030 in the amount of \$53,928.00, and EZ-GO Division of Textron 40 Westminster Street Providence RI 02903 in the amount of \$47,338.56.

My office has reviewed the bids and find the low bidder EZ-GO Division of Textron does not meet the specifications since the cart they submitted pricing on is not an EFI (electronic fuel injection) cart rather it is carbureted. The specifications submitted by the second lowest bidder, Vic Gerard Golf Cars, do not indicate whether or not the cart has a rear suspension. Our specifications require 1. the carts to have a rear fully independent automotive style strut suspension. 2. 5.8 gallon gas tank and their cart had a 4.6 gallon gas tank. 3. HybriCore Chassis steel frame, their cart has an aluminum frame. Furthermore, Vic Gerard's bid did not address other items called for in the technical specifications; amongst the items they did not specify in their response were the technical specifications of their air cleaner, cooling system, and starter system. For this reason I am recommending their bid be rejected.

The next lowest bidder, Golf Cart Specialties LLC, meets all of our required specifications. I am recommending the award to Golf Car Specialties LLC in the amount of \$53,928.00.



## COUNTY OF PASSAIC

### PARKS & RECREATION

209 Totowa Road, Wayne, NJ 07470

Office (973) 881-4833 Fax (973) 872-2684

To: Michael Marinello, Director of Procurement  
From: Darryl Sparta, Director of Parks & Recreation  
Date: April 5, 2018  
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# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)


Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505


Agenda: RESOLUTION REFERRING LITIGATION ENTITLED JUDITH GARRIS VS. NEW JERSEY DEPARTMENT OF TRANSPORTATION, ET AL TO THE LAW FIRM OF BUGLIONE HUTTON & DEYOE, LLC TO PROVIDE OUTSIDE LEGAL SERVICES TO PASSAIC COUNTY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
COUNTY COUNSEL

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20180313							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-8							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION REFERRING LITIGATION ENTITLED  
JUDITH GARRIS VS. NEW JERSEY DEPARTMENT OF  
TRANSPORTATION, ET AL TO THE LAW FIRM OF  
BUGLIONE HUTTON & DEYOE, LLC TO PROVIDE  
OUTSIDE LEGAL SERVICES TO PASSAIC COUNTY**

**WHEREAS** the County of Passaic (the “County”) previously issued a public solicitation for qualified firms to perform services as Outside Legal Services and/or Special Litigation Counsel for the County on an as-needed basis, in accordance with “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A.

19:44A-20.4, et seq.; and

**WHEREAS** the Board of Chosen Freeholders (the “Board”) previously established a pool of qualified attorneys to act as Outside Legal Counsel and/or Special Litigation Counsel on an as-needed basis, for calendar year 2018 by Resolutions R2018 0043 dated January 23, 2018 and R2018 0233 dated March 27, 2018, in accordance with the recommendation of the Evaluation and Review Committee created for that purpose; and

**WHEREAS** the County of Passaic has recently been served with a Summons and Complaint in a litigation matter entitled Judith Garris vs. New Jersey Department of Transportation, et al., Superior Court of New Jersey, Docket No.: PAS-L-1050-18 (the “Case”); and

WHEREAS the Board is desirous of assigning the Case to the law firm of Buglione Hutton & DeYoe, LLC for defense, which firm is included in the pool of qualified Outside Counsel and/or Special Litigation Counsel established by prior resolution, for a fee not to exceed \$17,500.00; and

**WHEREAS** the Freeholder Administration and Finance Committee reviewed this matter and recommended this resolution to the full Board for adoption; and

**WHEREAS** a certification is attached indicating that funds are available for the within contemplated expenditure;

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby awards this contract as a “Professional Service” in accordance with N.J.S.A. 40A: 11-5 (1) (a) of the Local Public Contracts Law because:

- (1) The recipients are authorized and regulated by the law to provide the aforementioned services;
- (2) The performance of the services are special in nature and require knowledge of an advanced type training, which the recipients possess; and

**BE IT FURTHER RESOLVED** that although exempt from formal public bidding, this contract is awarded in accordance with “Fair and Open” procedures as established in the “Pay-to-Play”



Law, N.J.S.A. 19:44A-20.4, et seq. as stated more fully above; and

**BE IT FURTHER RESOLVED** that a Notice of this action  
be published in the NORTH JERSEY HERALD & NEWS.

Dated: April 24, 2018

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$17,500.00

APPROPRIATION: T-19-56-850-000-801

PURPOSE: Resolution referring litigation entitled Judith Garris vs. New Jersey Department of Transportation, ET AL to the law firm of Buglione Hutton & Deyoe, LLC to provide outside legal services to Passaic County.

  
Richard Cahill, Chief Financial Officer

DATED: April 24, 2018

RC:fr

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Pasquale "Pat" Lepore

401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

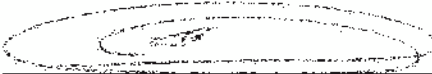
Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505


Agenda: RESOLUTION REFERRING LITIGATION ENTITLED ELIJAH N. REYES VS. DON BOSCO TECHNOLOGY ACADEMY, ET AL. TO THE ALOIA LAW FIRM, LLC TO PROVIDE OUTSIDE LEGAL SERVICES TO PASSAIC COUNTY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
COUNTY COUNSEL

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

<b>Official Resolution#</b>		<b>R20180314</b>						
Meeting Date		04/24/2018						
Introduced Date		04/24/2018						
Adopted Date		04/24/2018						
Agenda Item		k-9						
CAF #								
Purchase Req. #								
Result		Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>	<b>RECU.</b>
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION REFERRING LITIGATION ENTITLED  
ELIJAH N. REYES VS. DON BOSCO TECHNOLOGY  
ACADEMY, ET AL. TO THE ALOIA LAW FIRM, LLC TO  
PROVIDE OUTSIDE LEGAL SERVICES TO PASSAIC  
COUNTY**

**WHEREAS** the County of Passaic (the “County”) previously issued a public solicitation for qualified firms to perform services as Outside Legal Services and/or Special Litigation Counsel for the County on an as-needed basis, in accordance with “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A.

19:44A-20.4, et seq.; and

**WHEREAS** the Board of Chosen Freeholders (the “Board”) previously established a pool of qualified attorneys to act as Outside Legal Counsel and/or Special Litigation Counsel on an as-needed basis, for calendar year 2018 by Resolutions R2018 0043 dated January 23, 2018 and R2018 0233 dated March 27, 2018, in accordance with the recommendation of the Evaluation and Review Committee created for that purpose; and

**WHEREAS** the County of Passaic has recently been served with a Summons and Complaint in a litigation matter entitled Elijah N. Reyes vs. Don Bosco Technology Academy, et al., Superior Court of New Jersey, Docket No.: PAS-L-0557-18 (the “Case”); and

WHEREAS the Board is desirous of assigning the Case to the Aloia Law Firm, LLC for defense, which firm is included in the pool of qualified Outside Counsel and/or Special Litigation Counsel established by prior resolution, for a fee not to exceed \$17,500.00; and

**WHEREAS** the Freeholder Administration and Finance Committee reviewed this matter and recommended this resolution to the full Board for adoption; and

**WHEREAS** a certification is attached indicating that funds are available for the within contemplated expenditure;

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby awards this contract as a “Professional Service” in accordance with N.J.S.A. 40A: 11-5 (1) (a) of the Local Public Contracts Law because:

- (1) The recipients are authorized and regulated by the law to provide the aforementioned services;
- (2) The performance of the services are special in nature and require knowledge of an advanced type training, which the recipients possess; and

**BE IT FURTHER RESOLVED** that although exempt from formal public bidding, this contract is awarded in accordance with “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, et seq. as stated more fully above; and

**BE IT FURTHER RESOLVED** that a Notice of this action  
be published in the NORTH JERSEY HERALD & NEWS.

Dated: April 24, 2018

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$17,500.00

APPROPRIATION: T-19-56-850-000-801

PURPOSE: Resolution referring litigation entitled Elijah N. Reyes vs. Don Bosco Technology Academy, ET AL. to the Aloia Law Firm, LLC. to provide outside legal services to Passaic County.

  
Richard Cahill, Chief Financial Officer

DATED: April 24, 2018

RC:fr

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
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401 Grand Street  
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Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)


Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505


Agenda: RESOLUTION REFERRING LITIGATION ENTITLED JOHN LEON SMITH VS. DANTE L. GORDON, ET AL, TO THE LAW FIRM OF WATERS MCPHERSON MCNEILL, P.C. TO PROVIDE OUTSIDE LEGAL SERVICES TO PASSAIC COUNTY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
COUNTY COUNSEL

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20180315							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-10							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018



**RESOLUTION REFERRING LITIGATION ENTITLED  
JOHN LEON SMITH VS. DANTE L. GORDON, ET AL, TO  
THE LAW FIRM OF WATERS MCPHERSON MCNEILL,  
P.C. TO PROVIDE OUTSIDE LEGAL SERVICES TO  
PASSAIC COUNTY**

**WHEREAS** the County of Passaic (the “County”) previously issued a public solicitation for qualified firms to perform services as Outside Legal Services and/or Special Litigation Counsel for the County on an as-needed basis, in accordance with “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A.

19:44A-20.4, et seq.; and

**WHEREAS** the Board of Chosen Freeholders (the “Board”) previously established a pool of qualified attorneys to act as Outside Legal Counsel and/or Special Litigation Counsel on an as-needed basis, for calendar year 2018 by Resolutions R2018 0043 dated January 23, 2018 and R2018 0233 dated March 27, 2018, in accordance with the recommendation of the Evaluation and Review Committee created for that purpose; and

**WHEREAS** the County of Passaic has recently been served with a Summons and Complaint in a litigation matter entitled John Leon Smith vs. Dante L. Gordon, et al., Superior Court of New Jersey, Docket No.: PAS-L-640-18 (the “Case”); and

WHEREAS the Board is desirous of assigning the Case to the law firm of Waters McPherson McNeill, P.C. for defense, which firm is included in the pool of qualified Outside Counsel and/or Special Litigation Counsel established by prior resolution, for a fee not to exceed \$17,500.00; and

**WHEREAS** the Freeholder Administration and Finance Committee reviewed this matter and recommended this resolution to the full Board for adoption; and

**WHEREAS** a certification is attached indicating that funds are available for the within contemplated expenditure;

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby awards this contract as a “Professional Service” in accordance with N.J.S.A. 40A: 11-5 (1) (a) of the Local Public Contracts Law because:

- (1) The recipients are authorized and regulated by the law to provide the aforementioned services;
- (2) The performance of the services are special in nature and require knowledge of an advanced type training, which the recipients possess; and

**BE IT FURTHER RESOLVED** that although exempt from formal public bidding, this contract is awarded in accordance with “Fair and Open” procedures as established in the “Pay-to-Play”

Law, N.J.S.A. 19:44A-20.4, et seq. as stated more fully above; and

**BE IT FURTHER RESOLVED** that a Notice of this action  
be published in the NORTH JERSEY HERALD & NEWS.

Dated: Dated: April 24, 2018

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$17,500.00

APPROPRIATION: T-19-56-850-000-801

PURPOSE: Resolution referring litigation entitled John Leon Smith vs. Dante L. Gordon, ET AL, to the law firm of Waters McPherson McNeil, P.C. to provide outside legal services to Passaic County.

  
Richard Cahill, Chief Financial Officer

DATED: April 24, 2018

RC:fr

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
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*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



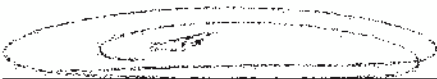
## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505


Agenda: RESOLUTION APPOINTING MICHAEL A. CERONE, JR., ESQ. AS A MEMBER OF THE PASSAIC COUNTY BOARD OF ETHICS FOR A FIVE YEAR TERM RETROACTIVE TO APRIL 1, 2018 AND TERMINATING ON MARCH 31, 2023, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

\_\_\_\_\_  
REVIEWED BY:  


Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
\_\_\_\_\_  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
\_\_\_\_\_  
COMMITTEE NAME

Official Resolution#	R20180316							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-11							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

R-2018-0316 Pg: k.11-2

**RESOLUTION APPOINTING MICHAEL A. CERONE, JR., ESQ. AS A MEMBER OF THE PASSAIC COUNTY BOARD OF ETHICS FOR A FIVE YEAR TERM RETROACTIVE TO APRIL 1, 2018 AND TERMINATING ON MARCH 31, 2023**

**WHEREAS** the Board of Chosen Freeholders of the County of Passaic (the “Freeholder Board”) has previously established the Passaic County Ethics Board (the “Ethics Board”), consisting of six (6) members, pursuant to the Local Government Ethics Law, N.J.S.A. 40A:9-22.1, et seq., by resolution dated February 24, 1998 (R-46); and

**WHEREAS** N.J.S.A. 40A:9-22.1 also requires that members of the Ethics Board be appointed for terms of five (5) years and that their respective terms be staggered in the manner specified therein; and

**WHEREAS** there have long been vacant positions on the said Ethics Board and the said Board of Chosen Freeholders is desirous of appointing Michael A. Cerone, Jr., Esq. of Clifton, NJ as a member of the Passaic County Board of Ethics for a five (5) year term retroactive to April 1, 2018 and terminating on March 31, 2023; and

**WHEREAS** this appointment was reviewed by the Freeholder Finance & Administration Committee at its April 11, 2018 meeting and recommended to the full Board for approval.

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that Michael A. Cerone, Jr., Esq. be and hereby is appointed as a member of the Passaic County Board of Ethics for a five (5) year term provided by law, retroactive to April 1, 2018 and terminating



### RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Anthony J. DeNova, Co. Administrator  
**Telephone #:** 973-881-4405 - **Date:** 4/6/2018

**DESCRIPTION OF RESOLUTION:**

Passaic County Ethics Board Member - Appointing Michael Cerone, Esq., 840 VanHouten Ave, Clifton, NJ 07013. Filling Vacant Position with a five (5) year term Retro to 4/1/2018 expiring on 3/31/2023.

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF THE REQUISITION FROM EDMUNDS

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A *REQUISITION*. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. **AMOUNT OF EXPENDITURE:** \$ N/A  
**REQUISITION #** \_\_\_\_\_  
**ACCOUNT #** \_\_\_\_\_

4. **METHOD OF PROCUREMENT:**

RFP       RFQ       Bid  
 Other: \_\_\_\_\_

5. **COMMITTEE REVIEW:**

**DATE:**

<input checked="" type="checkbox"/> Administration & Finance	<u>4/11/2018</u>
<input type="checkbox"/> Budget	_____
<input type="checkbox"/> Health	_____
<input type="checkbox"/> Human Services	_____
<input type="checkbox"/> Law & Public Safety	_____
<input type="checkbox"/> Planning & Economic Development	_____
<input type="checkbox"/> Public Works	_____

6. **DISTRIBUTION LIST:**

Administration       Finance       Counsel  
 Clerk to the Board       Procurement  
 Other: \_\_\_\_\_

**PASSAIC COUNTY ETHICS BOARD**

<u>SEAT</u>	<u>APPOINTEE</u>	<u>TERM BEGIN</u>	<u>TERM END</u>	<u>RESOLUTION</u>	<u>ADDRESS</u>	<u>NOTE</u>
Public Member	Albert C. Buglione, Esq.	3/13/2018	9/30/2018	R20180186		
Public Member	Damaris Mendez-Soloman	3/13/2018	9/30/2022	R20180186		
Public Member	James S. Marotta, Esq.	3/13/2018	9/30/2021	R20180186		
Public Member	Michael Coscia	3/13/2018	9/30/2021	R20180186		
Public Member	VACANT					
Public Member	VACANT					

**STATUTORY AUTHORIZATION: 40A:9-22.13**  
**TERM LENGTH: 5 years**  
**DEPARTMENT: County Counsel**  
**STAFF CONTACT:**



MICHAEL A. CERONE, JR.  
1360 Clifton Avenue #288  
Clifton, New Jersey 07012  
(973) 778-1601  
Email: [macjresq@verizon.net](mailto:macjresq@verizon.net)

**EMPLOYMENT**

1992 - Present

**LAW OFFICE OF MICHAEL A. CERONE, JR.**

Clifton, New Jersey

**Library Law** – General Counsel to Clifton Public Library; Current clients include Hoboken Public Library, Alfred Bauman Free Public Library of Woodland Park, Washington Township Public Library, West Orange Public Library, Leonia Public Library, Lodi Public Library, Franklin Township Public Library, Demarest Public Library, East Rutherford Public Library, Englewood Public Library, Belleville Public Library, Dover Public Library, Mt. Olive Public Library, Little Falls Public Library, East Hanover Public Library, Northvale Public Library, and Edgewater Public Library. Past clients: Bloomingdale Public Library, Franklin Lakes Public Library, Oradell Public Library, Rochelle Park Library Association, Roseland Public Library, Lee Memorial Library, Ridgefield Public Library New Milford Public Library and Northvale Public Library Association. Negotiate with employee bargaining units; Represent Libraries in Superior Court with regard to Library Confidentiality Statute and proposed referenda seeking to dissolve Library; Represent Libraries in connection with employee grievances

**Civil Litigation** - Negligence, employment, civil rights, chancery, matrimonial, and commercial actions; jury and non-jury trials; research and write appellate briefs.

**Commercial Law** - Formation of corporations and limited liability companies; preparation of shareholder and operating agreements

**Real Estate** - Prepare contracts of sale; review title searches; prepare closing documents; attend to closing of titles and mortgages; review commercial and residential mortgage loans.

**Wills & Estates** - Preparation of wills; administration of estates; including probate of wills; preparation of inheritance and estate tax returns; accounting and distribution of estate.

2003-Present

**PASSAIC COUNTY COMMUNITY COLLEGE, GENERAL COUNSEL**

Attend Board and Executive Committee meetings; Research and prepare legal opinions; Handle real estate acquisitions; Represent College in various employment and construction litigation; Negotiations with College bargaining units.

**PROFESSIONAL**

Admitted in New Jersey, US District Court of New Jersey and US Court of Appeals (Third Circuit); Member NJ and Passaic County Bar Associations; New Jersey District Fee Arbitration Panel.

**EDUCATION**

GEORGE WASHINGTON UNIVERSITY J.D. with Honors

DREW UNIVERSITY B.A. in Political Science and Economics, cum laude,

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
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Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AWARDDING CONTRACT TO TAYLOR MADE AND PERRY ELLIS SUPREME INTERNATIONAL AS ELIGIBLE VENDORS FOR PURCHASE OF WHOLESALE MERCHANDISE ON AN "AS NEEDED" BASIS AT THE PREAKNESS VALLEY GOLF COURSE GOLF SHOP IN WAYNE, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

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REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20180317							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-12							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

R.12-2

**RESOLUTION AWARDING CONTRACT TO TAYLOR  
MADE AND PERRY ELLIS SUPREME INTERNATIONAL  
AS ELIGIBLE VENDORS  
FOR PURCHASE OF WHOLESALE MERCHANDISE ON  
AN “AS NEEDED” BASIS AT THE PREAKNESS VALLEY  
GOLF COURSE GOLF SHOP IN WAYNE, NEW JERSEY**

**WHEREAS** on April 5, 2018 proposals were received and opened for RFP-18-005 for Preakness Valley Golf Course Golf Shop Resale Merchandise for vendors seeking to sell wholesale items to the County of Passaic for resale in the Golf Shop at the Course for a three (3) year term with the County retaining two (2) one (1) year options, as a competitive contract pursuant to the Local Public Contracts Law, specifically, N.J.S.A. 40A:11-4.1 et seq.; and

**WHEREAS** the County issued a public solicitation to qualified vendors to perform these services, in accordance with “Fair and Open” procedures as established in the “Pay to Play” Law, N.J.S.A. 19:44A-20.4, et seq.; and

**WHEREAS** as a result of that solicitation, the Board of Chosen Freeholders of the County of Passaic by Resolution R-2017-1039 dated December 12, 2017, awarded a contract for the purchase of wholesale merchandise at the Golf Course Pro Shop on an “as needed” basis and further expanded the eligible vendors by Resolution of the Board, R-2018-0126 dated February 27, 2018; and

**WHEREAS** immediately thereafter, several vendors approached the Passaic County Administration with regard to being included in this program and, consequently, on January 26, 2018 proposals were received from additional vendors seeking to sell wholesale items to the County of Passaic for resale in the

RFP; and

**WHEREAS** the Technical Review Committee established to review the proposals has had an opportunity to review and discuss the proposals received; and

**WHEREAS** the Technical Review Committee recommends that the Board of Chosen Freeholders of Passaic County award contracts to Taylor Made and Perry Ellis Supreme for their respective proposals of April 5, 2018 on the RFP for purchase of wholesale merchandise to sell for resale on a retail basis on an “as needed” basis at the Golf Shop at the Preakness Valley Golf Course, as set forth in the attached memorandum dated April 9, 2018 from the Deputy County Administrator; and

**WHEREAS** this matter was reviewed for the Freeholders on the Finance & Administration Committee and recommended to the full Board for adoption; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby accepts the Committee’s recommendation of award of contract under Local Public Contracts Law, specifically N.J.S.A. 40A:11-4.1, et seq., to Taylor Made and Perry Ellis Supreme for the purchase of wholesale merchandise on an “as needed” basis for a three (3) year period with two (2) one (1) year options, as specified herein; and

**BE IT FURTHER RESOLVED** that the Clerk of the Board, Freeholder Director and the Director of Purchasing be authorized to execute all necessary agreements on behalf of the County of Passaic as prepared by the Office of the County Counsel; and

**BE IT FURTHER RESOLVED** that the Clerk to the Board Res Pg. 12-4

advertise in a paper of local circulation, the award of the purchase of wholesale merchandise for resale at the Golf Shop at the Preakness Valley Golf Course, as a competitive contract.

April 24, 2018



## County of Passaic

Administration Building Room 205  
401 Grand Street • Paterson, New Jersey 07505-2023

Matthew P. Jordan, Esq.  
Deputy County Administrator

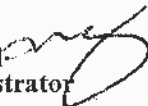
TEL: (973) 881-4405

FAX: (973) 881-2853

e-mail: [matthewj@passaiccounty.nj.org](mailto:matthewj@passaiccounty.nj.org)

### Memorandum

**TO:** Finance and Administration Committee

**FROM:** Matthew P. Jordan, Esq.   
Deputy County Administrator

**RE:** Preakness Valley Golf Course Golf Shop Resale Merchandise  
RFP-18-005

**DATE:** April 9, 2018

### Background

On April 5, 2018, proposals were received for RFP-18-005 (hereafter "RFP"), Preakness Valley Golf Course Golf Shop Resale Merchandise, for vendors seeking to sell wholesale items to the County of Passaic (hereafter "County") for resale in the Golf Shop for a three (3) year term, with the County retaining two (2) one (1) year options.

Pursuant to N.J.S.A. 40A:11-4.1(j), the RFP was solicited via competitive contracting in lieu of public bidding and was scored using the following criteria:

- Management (35%)
- Technical (35%)
- Cost (30%)

The RFP solicited unit pricing for various merchandise that could be purchased for resale by the County in the Golf Shop. Consequently, multiple awards can be made, with the County's acceptance of the respondent's proposal authorizing future purchases at the prices set forth therein.

Two (2) bids were received in response to RFP-18-005 from Taylor Made Golf and Perry Ellis Supreme International. A Technical Review Committee (hereafter "Committee") comprised of myself, Parks and Recreation Department Director Darryl Sparta, and Golf Professional Martin Vyhibal convened via telephonic conference on April 9, 2018 and scored the proposals as stated herein.

### Scoring of Vendor Submissions

The Review Committee met via telephonic conference on April 9, 2018 to discuss the two (2) proposals. The following scores were mutually agreed to as set forth in the scoring criteria.

April 9, 2018 Memorandum RFP-18-005

Page 1 of 2

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180317

**I. Taylor Made Golf.**

- a. **Management.** The respondent demonstrated a management team capable of executing the goals of the County in the RFP and properly servicing future merchandise needs of the Golf Course. (33/35)
- b. **Technical.** The respondent presented a wide variety of merchandise available for resale and customization by the Preakness Valley Golf Course, in compliance with the specifications as set forth in the RFP. (33/35)
- c. **Cost.** The respondent provided a catalog of merchandise with competitive pricing in line with industry standards. (28/30)

**Total Score = 94/100**

**II. Perry Ellis Supreme International.**

- a. **Management.** The respondent demonstrated a management team capable of executing the goals of the County in the RFP and properly servicing future merchandise needs of the Golf Course. (33/35)
- b. **Technical.** The respondent presented a wide variety of merchandise available for resale and customization by the Preakness Valley Golf Course, in compliance with the specifications as set forth in the RFP. (33/35)
- c. **Cost.** The respondent provided a catalog of merchandise with competitive pricing in line with industry standards. (28/30)

**Total Score = 94/100**

**Conclusion**

Based upon the scoring of the Committee as set forth above, it is recommended that Taylor Made and Perry Ellis Supreme International be qualified as eligible vendors for the County to purchase golf merchandise as set forth in the unit prices set forth in their submitted bids.

The contract period will be for a three (3) year period, with the County retaining two (2) one (1) year options. One hundred and fifty thousand dollars (\$150,000.00) will be available in account 8-01-28-198-002-P02.

\*\*\*

cc: Anthony J. DeNova, III, County Administrator  
 Darryl Sparta, Director, Parks and Recreation Department  
 Martin Vyhibal, Preakness Valley Golf Course Professional  
 Michael Marinello, QPA, Purchasing Agent  
 William J. Pascrell, County Counsel  
 Michael Glovin, Deputy County Counsel

April 9, 2018 Memorandum RFP-18-005  
 Page 2 of 2

Introduced on: April 24, 2018  
 Adopted on: April 24, 2018  
 Official Resolution#: R20180317



## RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Matthew P. Jordan, Esq.  
**Telephone #:** (973) 881-4405

**DESCRIPTION OF RESOLUTION:**

Resolution qualifying Taylor Made and Perry Ellis Supreme International as eligible vendors for the County of Passaic, Preakness Valley Golf Course Golf Shop, for resale merchandise.

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A *REQUISITION*. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. **AMOUNT OF EXPENDITURE:** \$ 0  
**REQUISITION #** \_\_\_\_\_  
**ACCOUNT #** 8-01-28-198-002-P02

4. **METHOD OF PROCUREMENT:**

RFP       RFQ       Bid

Other: \_\_\_\_\_

5. **COMMITTEE REVIEW:**

DATE:

Administration & Finance

4/9/18

Budget

Health

Human Services

Law & Public Safety

Planning & Economic Development

Public Works

6. **DISTRIBUTION LIST:**

Administration       Finance       Counsel

Clerk to the Board       Procurement

Other: \_\_\_\_\_

Introduced on: April 24, 2018  
 Adopted on: April 24, 2018  
 Official Resolution#: R20180317



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Pasquale "Pat" Lepore

401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING MAINTENANCE AND SERVICE OF SPECIALIZED COMPUTER SOFTWARE USED TO ASSIST PASSAIC COUNTY ADMINISTRATION IN RESPONDING TO OPRA REQUESTS THROUGH STATE CONTRACT VENDOR SHI OF SOMERSET, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

---

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

<b>Official Resolution#</b>		<b>R20180318</b>						
Meeting Date		04/24/2018						
Introduced Date		04/24/2018						
Adopted Date		04/24/2018						
Agenda Item		k-13						
CAF #								
Purchase Req. #								
Result		Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION AUTHORIZING MAINTENANCE AND SERVICE  
OF SPECIALIZED COMPUTER SOFTWARE USED TO  
ASSIST PASSAIC COUNTY ADMINISTRATION IN  
RESPONDING TO OPRA REQUESTS THROUGH STATE  
CONTRACT VENDOR SHI OF SOMERSET, NEW JERSEY**

**WHEREAS** the Board of Chosen Freeholders of the County of Passaic by Resolution R-2016-0517 dated June 28, 2016 authorized the acquisition of specialized computer software from SHI of Somerset, New Jersey under State Contract #A89851 to assist the County Administration in handling requests for information under the Open Public Records Act (OPRA); and

**WHEREAS** that software needs to be serviced and maintained yearly and the said Administration has received a proposal to do so covering the period May 1, 2018 to April 30, 2019 dated April 3, 2018 in the amount of \$27,501.00 under the same State contract as set forth above (a copy of which is attached hereto and made a part hereof); and

**WHEREAS** the Board of Chosen Freeholders is desirous of approving said request in accordance with the terms of the State Contract and authorizing the Purchasing Agent to issue the appropriate Purchase Order; and

**WHEREAS** the Freeholder Administration & Finance Committee has considered this matter at the April 11, 2018 meeting and recommended this resolution to the full Board for adoption; and

**WHEREAS** a certification is attached indicating that funds are available for the above contemplated expenditure; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the maintenance and service of said specialized computer software as set forth above with SHI of Somerset, NJ and in the attached quotation in accordance with the terms of the applicable State Contract #A89851; and

**BE IT FURTHER RESOLVED** that the Purchasing Agent and all other necessary officers and employees be and hereby are authorized and directed to take such further actions and sign such documents as are necessary to effectuate the purpose of this resolution, including but not limited to issuance of an appropriate Purchase Order.

April 24, 2018

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$27,501.00

APPROPRIATION: \$18,334.00 – 8-01-20-102-001-233  
\$ 9,167.00 - \*Contingent upon availability of  
Funds in future year's budget.

PURPOSE: Resolution authorizing maintenance and service of  
specialized computer software used to assist Passaic  
County Administration in responding to OPRA  
requests covering the period of May 1, 2018 to April  
30, 2019.

  
Richard Cahill, Chief Financial Officer

DATED: April 24, 2018

RC:fr

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180318



## RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Anthony J. DeNova, Co. Administrator

Telephone #: 973-881-4405 - Date: 4/6/2018

**DESCRIPTION OF RESOLUTION:**

Renewal of Contract for GovQA for OPRA Software for the period of May 1, 2018 to April 30, 2018 to SHI of Somerset, NJ 08873

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*.

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A *REQUISITION*. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. **AMOUNT OF EXPENDITURE:** \$ 27,501.00

**REQUISITION #** \_\_\_\_\_

**ACCOUNT #** 8-01-20-102-001-233

4. **METHOD OF PROCUREMENT:**

RFP       RFQ       Bid

Other: Contract #ITS58

5. **COMMITTEE REVIEW:**

**DATE:**

Administration & Finance

4/11/2018

Budget

Health

Human Services

Law & Public Safety

Planning & Economic Development

Public Works

6. **DISTRIBUTION LIST:**

Administration

Finance

Counsel

Introduced on: April 24, 2018 Clerk to the Board     Procurement

Adopted on: April 24, 2018

Official Resolution#: R20180349

Other: \_\_\_\_\_



**RESOLUTION REQUEST FORM**

1. **NAME OF REQUESTER:** Anthony J. DeNova, Co. Administrator  
**Telephone #:** 973-881-4405 - Date: 4/6/2018

**DESCRIPTION OF RESOLUTION:**

Renewal of Contract for GovQA for OPRA Software for the period of May 1, 2018 to April 30, 2018 to SHI of Somerset, NJ 08873

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*.

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A *REQUISITION*. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. **AMOUNT OF EXPENDITURE:** \$ 27,501.00  
**REQUISITION #** \_\_\_\_\_  
**ACCOUNT #** 8-01-20-102-001-233

4. **METHOD OF PROCUREMENT:**

RFP       RFQ       Bid  
 Other: Contract #ITS58

5. **COMMITTEE REVIEW:**

**DATE:**

Administration & Finance      4/11/2018  
 Budget      \_\_\_\_\_  
 Health      \_\_\_\_\_  
 Human Services      \_\_\_\_\_  
 Law & Public Safety      \_\_\_\_\_  
 Planning & Economic Development      \_\_\_\_\_  
 Public Works      \_\_\_\_\_

6. **DISTRIBUTION LIST:**

Administration       Finance       Counsel

Introduced on: April 24, 2018 Clerk to the Board       Procurement

Adopted on: April 24, 2018

Official Resolution#: R20180349

Other: \_\_\_\_\_

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
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Pasquale "Pat" Lepore

401 Grand Street  
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Tel: 973-881-4402  
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Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AWARDING A CONTRACT TO PERSELY ASSOCIATES, INC. FOR CONTRACT ADMINISTRATION AND MONITORING SERVICES FOR THE COUNTY OF PASSAIC AND THE PASSAIC COUNTY SHERIFF'S DEPARTMENT RELATIVE TO CONTRACTED MEDICAL SERVICES AT THE PASSAIC COUNTY JAIL FOR A PERIOD OF ONE (1) YEAR, RETROACTIVE TO MARCH 1, 2018 AND TERMINATING ON FEBRUARY 28, 2019, PURSUANT TO REQUEST FOR QUALIFICATIONS, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20180319							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-14							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

Pg:k.14-2

**RESOLUTION AWARDING A CONTRACT TO PERSelay ASSOCIATES, INC. FOR CONTRACT ADMINISTRATION AND MONITORING SERVICES FOR THE COUNTY OF PASSAIC AND THE PASSAIC COUNTY SHERIFF'S DEPARTMENT RELATIVE TO CONTRACTED MEDICAL SERVICES AT THE PASSAIC COUNTY JAIL FOR A PERIOD OF ONE (1) YEAR, RETROACTIVE TO MARCH 1, 2018 AND TERMINATING ON FEBRUARY 28, 2019, PURSUANT TO REQUEST FOR QUALIFICATIONS**

**WHEREAS** the Board of Chosen Freeholders of the County of Passaic (the "Board") has an agreement with Corizon Health Services for the provision of medical services to inmates at the Passaic County Jail, pursuant to a duly adopted Resolution (R-2014-0286 dated April 21, 2014) which is continuing; and

**WHEREAS** the Board is committed to ensuring that the contract between the County and said Corizon is administered and performed in an appropriate and efficient manner, and believes that these goals would be served by retaining a consultant to monitor performance of the contract in several areas, including quality control, regulatory compliance and the identification of areas of potential cost savings; and

**WHEREAS** the County issued a public solicitation for qualified organizations to perform these services, in accordance with "Fair and Open" procedures as established in the "Pay-to-Play" law, N.J.S.A. 19:44A-20.4, et seq; and

**WHEREAS** the responses to said public solicitation were received on March 6, 2018 and reviewed by the Committee previously established for that purpose by resolution R-06-97 adopted on February 14, 2006; and

**WHEREAS** the Evaluation and Review Committee has



(the "Consultant") to be qualified to perform the necessary services, and the Board is desirous of awarding a contract to the Consultant to perform said services for a term of one (1) year, retroactive to March 1, 2018 and terminating on February 28, 2019, for an annual fee of \$72,000.00, payable in equal monthly installments of \$6,000.00, all as more fully described in the attached memo from the Passaic County Administrator; and

**WHEREAS** the services involved are exempt from public bidding as "Extraordinary Unspecifiable Services," pursuant to N.J.S.A. 40A:11-5 (1) (a) (ii); and

**WHEREAS** a certification is attached hereto to reflect the availability of funds for the within contemplated expenditure; and

**WHEREAS** the Administration & Finance Committee reviewed this matter at its meeting of April 11, 2018 and recommended this resolution to the full Board for adoption;

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby accepts the committee's recommendation of award of contract under the Local Public Contracts Law, specifically N.J.S.A. 40A:11-5 (1) (a) (ii); and

**BE IT FURTHER RESOLVED** that the Clerk of the Board, the Purchasing Agent and the Director of the Board be and hereby are authorized to execute all necessary agreements on behalf of the County of Passaic as prepared by the Office of County Counsel for said purpose; and

**BE IT FURTHER RESOLVED** that although exempt from formal public bidding, this contract is awarded in accordance with “Fair and Open” procedures established in the “Pay-to-Play” law, N.J.S.A. 19:44A-20.4, et seq., as stated more fully above.

April 24, 2018

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$72,000.00

APPROPRIATION: \$60,000.00 – 8-01-20-102-001-213  
\$12,000.00 - \*Contingent upon availability of  
Funds in future year's budget.

PURPOSE: Resolution awarding a contract to Perselay Associate,  
Inc. for contract administration and monitoring  
services from March 1, 2018 through February 28,  
2019.

  
Richard Cahill, Chief Financial Officer

DATED: April 24, 2018

RC:fr



## County of Passaic

Administration Building  
401 Grand St., Rm. 205  
Paterson, NJ 07505

**Anthony J. De Nova**  
*County Administrator*

**TEL:** (973) 881-4405  
**FAX:** (973) 881-2853  
*Email:* adenova@passaiccountynj.org

### MEMORANDUM

**TO:** Finance and Administration Committee:  
Freeholder Chair, Pat Lepore  
Freeholder Director, Sandi Lazarra  
Freeholder Bruce James

**FROM:** Anthony J. De Nova,  
County Administrator

**RE:** RFQ-18-061 Contract Administrator and Monitoring for the Passaic  
County Jail Health Care Services

**DATE:** April 11, 2018

I have reviewed the submissions for the item of Contract Administrator and Monitoring for the County of Passaic and the Passaic County Sheriff's Department, relative to Passaic County Jail Health Care Services. It is my recommendation that an award be given to Perselay Associates, Inc. of Chatham, NJ for a period of one (1) year starting March 1, 2018 to February 28, 2019 for an annual fee of \$72,000.00.

A handwritten signature of Anthony J. De Nova is enclosed within a hand-drawn oval.

Anthony J. De Nova  
County Administrator

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180319



## RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Anthony J. DeNova, Co. Administrator

**Telephone #:** 973-881-4405 - **Date:** 4/6/2018

**DESCRIPTION OF RESOLUTION:**

Award of Contract to Perseley Associates of Chatham, NJ for the Item of Contract Administrator and Monitoring for Passaic County and the Passaic County Sheriff's Dept. relative to the PC Jail Health Care Services.

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A *REQUISITION*. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. **AMOUNT OF EXPENDITURE:** \$ 72,000.00 Annum

**REQUISITION #** \_\_\_\_\_

**ACCOUNT #** 8-01-20-102-001-213

4. **METHOD OF PROCUREMENT:** # 18-061

RFP       RFQ       Bid

Other: \_\_\_\_\_

5. **COMMITTEE REVIEW:**

**DATE:**

Administration & Finance

4/11/2018

Budget

Health

Human Services

Law & Public Safety

Planning & Economic Development

Public Works

6. **DISTRIBUTION LIST:**

Administration

Finance

Counsel

Introduced on: April 24, 2018  Clerk to the Board  Procurement

Adopted on: April 24, 2018

Official Resolution#: R20180319  Other: \_\_\_\_\_



## County of Passaic

Administration Building  
401 Grand St., Rm. 205  
Paterson, NJ 07505

**Anthony J. De Nova**  
County Administrator

TEL: (973) 881-4405  
FAX: (973) 881-2853  
Email: [adenova@passaiccountynj.org](mailto:adenova@passaiccountynj.org)

### MEMORANDUM

**TO:** Finance and Administration Committee:  
Freeholder Chair, Pat Lepore  
Freeholder Director, Sandi Lazarra  
Freeholder Bruce James

**FROM:** Anthony J. De Nova,  
County Administrator

**RE:** RFQ-18-061 Contract Administrator and Monitoring for the Passaic  
County Jail Health Care Services

**DATE:** April 11, 2018

I have reviewed the submissions for the item of Contract Administrator and Monitoring for the County of Passaic and the Passaic County Sheriff's Department, relative to Passaic County Jail Health Care Services. It is my recommendation that an award be given to Perselay Associates, Inc. of Chatham, NJ for a period of one (1) year starting March 1, 2018 to February 28, 2019 for an annual fee of \$72,000.00.

A handwritten signature of Anthony J. De Nova, enclosed in a large, hand-drawn oval.

Anthony J. De Nova  
County Administrator

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180319

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
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Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

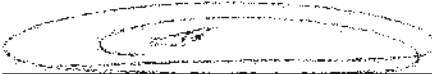
Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

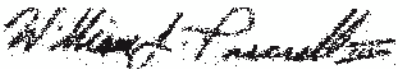
Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO THE VENDORS LISTED BELOW FOR ELECTRICAL SUPPLIES FOR THE COUNTY OF PASSAIC DEPARTMENTS AND INSTITUTIONS AS PER BID, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
PREAKNESS, B&G, PCSD

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20180320							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-15							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION AUTHORIZING AWARD OF CONTRACT TO THE VENDORS LISTED BELOW FOR ELECTRICAL SUPPLIES FOR THE COUNTY OF PASSAIC DEPARTMENTS AND INSTITUTIONS AS PER BID**

**WHEREAS**, there exists a need for electrical supplies for the County of Passaic Departments and Institutions; and

**WHEREAS**, the County of Passaic issued a public solicitation to qualified vendors for SB-18-007 Electrical Supplies for the County of Passaic Departments and Institutions accordance with “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, et seq.; and

**WHEREAS**, the County of Passaic, Department of Purchasing has reviewed and tabulated the bids as received on March 15, 2018 pursuant to N.J.S.A. 40A: 11-1 et. seq., and has made a recommendation to the Board of Chosen Freeholders for an award of contract to the vendors listed below; and

**WHEREAS**, the Finance, Administration and Personnel Committee has reviewed this matter at its March 28, 2018 meeting and recommended this resolution to the full Board for adoption; and

**WHEREAS**, The list of vendors have indicated in their bid response if they are willing to provide these goods and services to the registered members of Passaic County Cooperative Pricing System #38-PCCP; and

**WHEREAS**, the contract period will be from March 1, 2018 through February 28, 2019 for a total estimated award of \$104,465.86 with purchases to be made on an as-needed basis from the following vendors:

**Generations Electric Company – Items: 87 \$ 50,442.57**  
Line items: 78, 90 through 175 with 15% discount off catalog price for non-bid items - prices available to Cooperative #38PCCP

**Franklin-Griffith, LLC - Items: 50 \$ 13,628.45**  
Line items: 5, 6, 7, 8, 9, 10, 11, 12, 13, 22, 23, 25, 28, 29, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 56, 57, 58, 59, 60, 61, 62, 68, 69, 70, 72, 73, 74, 75, 76, 77, 79, 80, 81, 82, 83, 84, 86, 88, 89  
20% discount off catalog price for non-bid items as shown on “Trade Service” - prices available to Cooperative #38PCCP



**White and Shauger Inc., Items: 13 \$ 415.49**

Line items: 1, 2, 3, 14, 15, 18, 19, 20, 21, 24, 65, 85, 87 prices available to Cooperative #38PCCP

**Graybar Electric Company – Items: 48 \$ 39,979.35**

Line items: 4, 16, 17, 26, 27, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 55, 63, 64, 66, 67, 71, 176 through 198 prices available to Cooperative #38PCCP

**WHEREAS**, a certificate is attached hereto, indicating that funds are available in various budget accounts for the within contemplated expenditure; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that pursuant to the terms and conditions set forth above, it hereby authorizes an award of contract to the above referenced vendors for the products referenced above in an amount not to exceed the line item prices submitted in the vendor's responses. Purchases will be made on an as-needed basis in an approximate amount of \$104,465.86 in accordance with N.J.A.C. 5:30-11.10 (a) open-end Contracts; and

**BE IT FURTHER RESOLVED** that the Clerk of the Board, the Purchasing Agent and the Director of the Board are hereby authorized to execute all necessary agreements on behalf of the County of Passaic as prepared by the Office of County Counsel for said purpose.

April 24, 2018

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$104,465.86

APPROPRIATION: All accounts on a need basis

PURPOSE: Resolution authorizing award of contract to the vendors listed on attached resolution for electrical supplies for the County of Passaic departments and institutions.

  
\_\_\_\_\_  
Flavio Rivera, Treasurer

DATED: April 24, 2018



# County of Passaic

Procurement Center  
495 River Street, Paterson, NJ 07524

NNaumov@passaiccountynj.org

Tel: (973) 247-3306

Fax: (973) 742-8295

Nicola F. Naumov RPPO  
Deputy Purchasing Agent

## MEMORANDUM

**TO: Michael Marinello QPA, CCPO**  
Carmen Santana, Principal Purchasing Assistant

**DATE:** April 18/2018

**RE:** Recommendation for award **(SB-18-007) Electrical Supplies** for all County of Passaic Departments and Institutions.

Mr. Jack Nigro, Superintendent of Buildings and Grounds, has reviewed the vendor bid and associated spreadsheets. The following recommendation for award has been made based on the lowest responsive and responsible bidder:

A) **Generations Electric Company** – Items: 87 **\$ 50,442.57**

Line items: 78, 90 through 175.

*Give a **15 % discount** for non-bid items, off their catalog price.*

B) **Franklin-Griffith, LLC** - Items: 50 **\$ 13,628.45**

Line items: 5, 6, 7, 8, 9, 10, 11, 12, 13, 22, 23, 25, 28, 29, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 56, 57, 58, 59, 60, 61, 62, 68, 69, 70, 72, 73, 74, 75, 76, 77, 79, 80, 81, 82, 83, 84, 86, 88 and 89.

*Give a **20 % discount** for non-bid items, as shown on "Trade Service".*

D) **White and Shauger Inc.**, Items: 13 **\$ 415.49**

Line items: 1, 2, 3, 14, 15, 18, 19, 20, 21, 24, 65, 85 and 87.

E) **Graybar Electric Company** – Items: 48 **\$ 39,979.35**

Line items: 4, 16, 17, 26, 27, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 55, 63, 64, 66, 67, 71, 176 through 198.

Nick

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
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401 Grand Street  
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Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

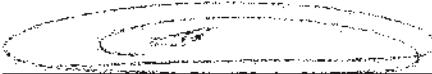
Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO ACADEMY FURNITURE AND SUPPLIES FOR OUTDOOR DINING FURNITURE FOR THE PASSAIC COUNTY PREAKNESS GOLF COURSE AS PER BID, ALL AS NOTED IN THE RESOLUTION.

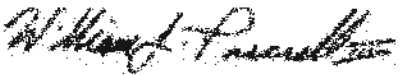
THIS RESOLUTION WAS REQUESTED BY:

GOLF COURSE

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20180321</b>							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-16							
CAF #	C-04-55-108-010-901							
Purchase Req. #	R8-02513							
Result	Adopted							
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>	<b>RECU.</b>
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION AUTHORIZING AWARD OF CONTRACT TO ACADEMY FURNITURE AND SUPPLIES FOR OUTDOOR DINING FURNITURE FOR THE PASSAIC COUNTY PREAKNESS GOLF COURSE AS PER BID**

**WHEREAS**, there exists a need for outdoor dining furniture for the Passaic County Preakness Golf Course; and

**WHEREAS**, the County of Passaic issued a public solicitation to qualified vendors titled SB-18-019 Outdoor Dining Furniture for Passaic County Preakness Golf Course in accordance with “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, et seq.; and

**WHEREAS**, the County of Passaic, Department of Purchasing has reviewed and tabulated the bids as received on March 16, 2018 pursuant to N.J.S.A. 40A: 11-1 et. seq., and has made a recommendation to the Board of Chosen Freeholders for an award of contract to Academy Furniture and Supplies of Elizabeth, NJ; and

**WHEREAS**, Academy Furniture and Supplies will provide the goods and services at the prices submitted with their bid response; and

**WHEREAS**, the Finance, Administration and Personnel Committee has reviewed this matter at its April 11, 2018 meeting and recommended this resolution to the full Board for adoption; and

**WHEREAS**, the contract period will be delivery within 60 days after award at the bid upon price of \$26,908.92, with pricing to remain in effect 12 months after award of contract; and

**WHEREAS**, a certificate is attached hereto, indicating that \$26,908.92 in funds are available as recorded in purchase requisition #R8-02513 in budget account #C-04-55-108-010-901 for the within contemplated expenditure; and

**WHEREAS**, Academy Furniture and Supplies indicated in their bid response that they are willing to provide these goods and services to the registered members of Passaic County Cooperative Pricing System #38-PCCP; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that pursuant to the terms and conditions set forth above, it hereby authorizes an award of contract to Academy Furniture and Supplies of Elizabeth, NJ for the goods referenced above; and

**BE IT FURTHER RESOLVED** that the Clerk of the Board, the Purchasing Agent and the Director of the Board are hereby authorized to execute all necessary agreements on behalf of the County of Passaic as prepared by the Office of County Counsel for said purpose.

April 24, 2018

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$26,908.92

APPROPRIATION: C-04-55-108-010-901

PURPOSE: Resolution authorizing award of contract to Academy Furniture and Supplies for outdoor dining furniture for the Passaic County Preakness Golf Course.

  
Richard Cahill, Chief Financial Officer

DATED: April 24, 2018

RC:fr



## COUNTY OF PASSAIC

### PARKS & RECREATION

209 Totowa Road, Wayne, NJ 07470

Office (973) 881-4833 Fax (973) 872-2684

To: Michael Marinello, Director of Procurement  
From: Darryl Sparta, Director of Parks & Recreation  
Date: April 5, 2018  
Re: Purchase of Golf Carts

The Passaic County Parks Department received bids on March 29, 2018 for the purchase of 12 Yamaha Quietech EFI golf carts to be added to the current golf cart fleet. Bids were received from Vic Gerard Golf Cars 281 Squankum Road Farmingdale NJ 07727 in the amount of \$53,340.00, Golf Car Specialties LLC 136 Washington Street Gloucester City NJ 08030 in the amount of \$53,928.00, and EZ-GO Division of Textron 40 Westminster Street Providence RI 02903 in the amount of \$47,338.56.

My office has reviewed the bids and find the low bidder EZ-GO Division of Textron does not meet the specifications since the cart they submitted pricing on is not an EFI (electronic fuel injection) cart rather it is carbureted. The specifications submitted by the second lowest bidder, Vic Gerard Golf Cars, do not indicate whether or not the cart has a rear suspension. Our specifications require 1. the carts to have a rear fully independent automotive style strut suspension. 2. 5.8 gallon gas tank and their cart had a 4.6 gallon gas tank. 3. HybriCore Chassis steel frame, their cart has an aluminum frame. Furthermore, Vic Gerard's bid did not address other items called for in the technical specifications; amongst the items they did not specify in their response were the technical specifications of their air cleaner, cooling system, and starter system. For this reason I am recommending their bid be rejected.

The next lowest bidder, Golf Cart Specialties LLC, meets all of our required specifications. I am recommending the award to Golf Car Specialties LLC in the amount of \$53,928.00.





## COUNTY OF PASSAIC

### PARKS & RECREATION

209 Totowa Road, Wayne, NJ 07470

Office (973) 881-4833 Fax (973) 872-2684

To: Michael Marinello, Director of Procurement  
From: Darryl Sparta, Director of Parks & Recreation  
Date: April 5, 2018  
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The next lowest bidder, Golf Cart Specialties LLC, meets all of our required specifications. I am recommending the award to Golf Car Specialties LLC in the amount of \$53,928.00.

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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Deputy Director Bruce James  
Assad R. Akhter  
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Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

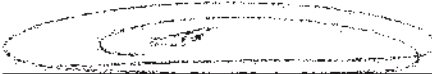
Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505


Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO THE VENDORS LISTED BELOW FOR MILK, DAIRY PRODUCTS AND PREPARED SALADS FOR THE COUNTY OF PASSAIC DEPARTMENTS AND INSTITUTIONS AS PER BID, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
PREAKNESS HC

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20180322</b>							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-17							
CAF #	8-01-27-172-001-F04							
Purchase Req. #								
Result	Adopted							
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>	<b>RECU.</b>
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION AUTHORIZING AWARD OF CONTRACT TO THE VENDORS LISTED BELOW FOR MILK, DAIRY PRODUCTS AND PREPARED SALADS FOR THE COUNTY OF PASSAIC DEPARTMENTS AND INSTITUTIONS AS PER BID**

**WHEREAS**, there exists a need for milk, dairy and prepared salads for the County of Passaic Departments and Institutions; and

**WHEREAS**, the County of Passaic issued a public solicitation to qualified vendors for SB-18-017 Milk, Dairy Products Salads for the County of Passaic Departments and Institutions accordance with "Fair and Open" procedures as established in the "Pay-to-Play" Law, N.J.S.A. 19:44A-20.4, et seq.; and

**WHEREAS**, the County of Passaic, Department of Purchasing has reviewed and tabulated the bids as received on March 22, 2018 pursuant to N.J.S.A. 40A: 11-1 et. seq., and has made a recommendation to the Board of Chosen Freeholders for an award of contract to the vendors listed below; and

**WHEREAS**, the Finance, Administration and Personnel Committee has reviewed this matter at its March 28, 2018 meeting and recommended this resolution to the full Board for adoption; and

**WHEREAS**, The list of vendors have indicated in their bid response if they are willing to provide these goods and services to the registered members of Passaic County Cooperative Pricing System #38-PCCP; and

**WHEREAS**, the contract period will be from May 1, 2018 through April 30, 2019 for a total estimated award of \$369,529.65 with purchases to be made on an as-needed basis from the following vendors:

**Driscoll Foods: Items (8) \$ 9,953.65**

Line item: 4, 9, 10, 16, 18, 19, 20 and 23 prices available to Cooperative #38PCCP

**H. Schrier and Co., Inc.: Items (30) \$ 148,060.00**

Line item: 1, 2, 3, 5, 6, 7, 8, 11, 12, 13, 14, 15, 17, 21, 22, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37 and 38 prices available to Cooperative #38PCCP

**Cream-O-Land Dairies, LLC: Items (9) \$ 211,516.00**

Line item: 39, 40, 41, 42, 43, 44, 45, 46 and 47 prices not available to Cooperative #38PCCP

**WHEREAS**, a certificate is attached hereto, indicating that \$369,529.65 in funds are available in budget accounts #8-01-27-172-001-F04 and 8-01-27-172-001-M02 for the within contemplated expenditure; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that pursuant to the terms and conditions set forth above, it hereby authorizes an award of contract to the above referenced vendors for the products referenced above in an amount not to exceed the line item prices submitted in the vendor's responses. Purchases will be made on an as-needed basis in an approximate amount of \$369,529.65 in accordance with N.J.A.C. 5:30-11.10 (a) open-end Contracts; and

**BE IT FURTHER RESOLVED** that the Clerk of the Board, the Purchasing Agent and the Director of the Board are hereby authorized to execute all necessary agreements on behalf of the County of Passaic as prepared by the Office of County Counsel for said purpose.

April 24, 2018

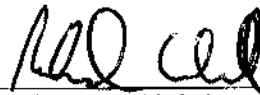
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$369,529.65

APPROPRIATION: 8-01-27-172-001-F04  
8-01-27-172-001-M02

PURPOSE: Resolution authorizing award of contract to the vendors listed below for milk, dairy products and prepared salads for the County of Passaic departments and institutions on a need basis.



Richard Cahill, Chief Financial Officer

DATED: April 24, 2018

RC:fr



## County of Passaic

Procurement Center  
495 River Street, Paterson, NJ 07524

NNaumov@passaiccountynj.org

Tel: (973) 247-3306

Fax: (973) 742-8295

Nicola F. Naumov RPPO  
Deputy Purchasing Agent

### MEMORANDUM

**TO: Michael Marinello QPA, CCPO**  
Carmen Santana, Principal Purchasing Assistant

**DATE:** April 10, 2018

**RE:** Recommendation for award **(SB-18-017) Milk, Dairy Products and Prepared Salads** for various County of Passaic Departments and Institutions.

Mrs. Lucinda Corrado, Executive Director of Preakness Healthcare Center, has made the following award recommendation based on the lowest responsive and responsible bids submitted:

**1) Driscoll Foods: Items (8) \$ 9,953.65**

Line item: 4, 9, 10, 16, 18, 19, 20 and 23.

**2) H. Schrier and Co., Inc.: Items (30) \$ 148,060.00**

Line item: 1, 2, 3, 5, 6, 7, 8, 11, 12, 13, 14, 15, 17, 21, 22, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37 and 38.

**3) Cream-O-Land Dairies, LLC: Items (9) \$ 211,516.00**

Line item: 39, 40, 41, 42, 43, 44, 45, 46 and 47.

**NICK**



## County of Passaic

Procurement Center  
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NNaumov@passaiccountynj.org

Tel: (973) 247-3306

Fax: (973) 742-8295

Nicola F. Naumov RPPO  
Deputy Purchasing Agent

### MEMORANDUM

**TO: Michael Marinello QPA, CCPO**  
Carmen Santana, Principal Purchasing Assistant

**DATE:** April 10, 2018

**RE:** Recommendation for award **(SB-18-017) Milk, Dairy Products and Prepared Salads** for various County of Passaic Departments and Institutions.

Mrs. Lucinda Corrado, Executive Director of Preakness Healthcare Center, has made the following award recommendation based on the lowest responsive and responsible bids submitted:

**1) Driscoll Foods: Items (8) \$ 9,953.65**

Line item: 4, 9, 10, 16, 18, 19, 20 and 23.

**2) H. Schrier and Co., Inc.: Items (30) \$ 148,060.00**

Line item: 1, 2, 3, 5, 6, 7, 8, 11, 12, 13, 14, 15, 17, 21, 22, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37 and 38.

**3) Cream-O-Land Dairies, LLC: Items (9) \$ 211,516.00**

Line item: 39, 40, 41, 42, 43, 44, 45, 46 and 47.

**NICK**

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
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William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AWARDING A PROFESSIONAL SERVICES CONTRACT TO THE LAW FIRM OF FLORIO, PERRUCCI, STEINHARDT & CAPPELLI, L.L.C. TO PERFORM LABOR COUNSEL SERVICES ON BEHALF OF THE COUNTY OF PASSAIC FOR AN AMOUNT NOT TO EXCEED \$100,000.00, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

---

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

<b>Official Resolution#</b>		<b>R20180323</b>						
Meeting Date		04/24/2018						
Introduced Date		04/24/2018						
Adopted Date		04/24/2018						
Agenda Item		k-18						
CAF #								
Purchase Req. #								
Result		Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>	<b>RECU.</b>
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018



Res-9g:k.18-2

**RESOLUTION AWARDING A PROFESSIONAL SERVICES CONTRACT TO THE LAW FIRM OF FLORIO, PERRUCCI, STEINHARDT & CAPPELLI, L.L.C. TO PERFORM LABOR COUNSEL SERVICES ON BEHALF OF THE COUNTY OF PASSAIC FOR AN AMOUNT NOT TO EXCEED \$100,000.00**

**WHEREAS** the County of Passaic (the “County”) previously issued a public solicitation for qualified firms to perform services as Labor Counsel for the County on an as-needed basis, in accordance with “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, et seq.; and

**WHEREAS** pursuant to that Fair and Open process, the County of Passaic has qualified law firms to act as labor counsel for calendar year 2018 by a Resolution of the Board R-2018-0042 dated January 23, 2018; and

**WHEREAS** it is anticipated that the County of Passaic will require the services of labor counsel in connection with various collective negotiations with several workers’ bargaining units during the year which services may include handling labor arbitrations and proceedings before the Public Employment Relations Commission; and

**WHEREAS** the Board is desirous of setting aside a sum not to exceed \$100,000.00 for services and those services contemplated in connection with that set forth above to the law firm of Florio, Perrucci, Steinhardt, and Cappelli, L.L.C. of Rochelle Park, New Jersey subject to submission of appropriate invoices; and

**WHEREAS** the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. requires that the resolution authorizing the award of contract for “Professional Services” without

competitive bids and the contract itself must be available for public inspection; and

**WHEREAS** this matter was reviewed by the Freeholders on the Committee for Finance & Administration and is recommended for approval by the full Board; and

**WHEREAS** a certification is attached indicating that funds are available for the within contemplated expenditure;

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby awards a contract to the law firm of Florio, Perrucci, Steinhardt & Cappelli, L.L.C. to provide the above services, for a fee not to exceed \$100,000.00 as a “Professional Service” in accordance with N.J.S.A. 40A: 11-5 (1) (a) of the Local Public Contracts Law because:

- (1) The recipients are authorized and regulated by the law to provide the aforementioned services;
  - (2) The performance of the services are special in nature and require knowledge of an advanced type training, which the recipients possess;
- and

**BE IT FURTHER RESOLVED** that although exempt from formal public bidding, this contract is awarded in accordance with “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, et seq. as stated more fully above; and

**BE IT FURTHER RESOLVED** that a Notice of this action be published in the NORTH JERSEY HERALD & NEWS.

April 24, 2018

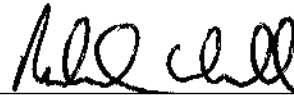
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$100,000.00

APPROPRIATION: 8-01-20-102-001-233

PURPOSE: Resolution awarding a professional services contract to the law firm of Florio, Perrucci, Steinhardt & Cappelli, LLC to perform labor counsel services on behalf of the County of Passaic.



Richard Cahill, Chief Financial Officer

DATED: April 24, 2018

RC:fr

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Pasquale "Pat" Lepore

401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

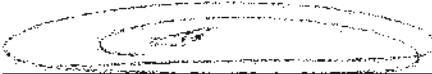
Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

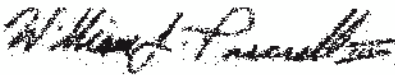
Agenda: RESOLUTION AUTHORIZING AN EXTENSION TO KAIROS CONSULTING EXPIRED CONTRACT FOR 2 MONTHS THROUGH JUNE 30, 2018, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
WORKFORCE DEVELOPMENT

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Human Services  
COMMITTEE NAME

<b>Official Resolution#</b>		<b>R20180324</b>						
Meeting Date		04/24/2018						
Introduced Date		04/24/2018						
Adopted Date		04/24/2018						
Agenda Item		k-19						
CAF #								
Purchase Req. #								
Result		Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>	<b>RECU.</b>
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION AUTHORIZING AN EXTENSION TO KAIROS  
CONSULTING EXPIRED CONTRACT FOR 2 MONTHS THROUGH  
JUNE 30, 2018**

**WHEREAS** pursuant to R-2017-0930 dated November 21, 2017 the Board of Chosen Freeholders of the County of Passaic authorized an award of contract to Kairos Development Group, LLC of Philadelphia, PA, for Consulting Services for the Passaic County Workforce Development Board, for the period of November 1, 2017 through February 28, 2018 in the amount of \$17,000.00; and

**WHEREAS** the Board of Chosen Freeholders of the County of Passaic is desirous of extending the contract for a two (2) months through June 30, 2018; and

**WHEREAS** this matter was reviewed and approved at the Human Services Committee of April 12, 2018;

**NOW THEREFORE BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the two months contract extension to Kairos Development Group, LLC of Philadelphia, PA, for Consulting Services for the Passaic County Workforce Development Board through June 30, 2018.

JDP:lc

Dated: April 24, 2018

**COUNTY OF PASSAIC  
RESOLUTION REQUEST FORM**

1. **NAME OF REQUESTER:** Duwan Bogert, Executive Director  
Telephone #: 973-569-5082

**DESCRIPTION OF RESOLUTION:** Authorization to extend Kairos Consulting expired contract for 2 months through June 30, 2018.

**PROCUREMENT SOLICITATION:**

Please see attached documents:

- Resolution #: R20170930

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS:*

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A *REQUISITION*. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. **AMOUNT OF EXPENDITURE:**

**REQUISITION #:**                      **ACCOUNT#:**

- | 4. <b>COMMITTEE REVIEW:</b>  | <u>DATE</u> |
|--|-------------|
| <input type="checkbox"/> Administration & Finance                              | _____       |
| <input type="checkbox"/> Public Works / Buildings & Grounds                    | _____       |
| <input type="checkbox"/> Planning & Economic Development                       | _____       |
| <input checked="" type="checkbox"/> Health, Human Services & Community Affairs | 4/12/2018   |
| <input type="checkbox"/> Law & Public Safety                                   | _____       |
| <input type="checkbox"/> Energy  | _____       |

5. **DISTRIBUTION LIST:**

Administration  
 Finance  
 Clerk to the Board  
 Procurement

Specify: \_\_\_\_\_

# Passaic County Board of Chosen Freeholders

**OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS**

Director Cassandra "Sandi" Lazzara  
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 William J. Pascrell, III, Esq.  
*County Counsel*  
 Louis E. Imhof, III, RMG  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Nov 21, 2017 - 5:30 PM

Location: County Administration Building  
 220  
 401 Grand Street  
 Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO KAIROS DEVELOPMENT GROUP LLC OF PHILADELPHIA, PA FOR CONSULTING SERVICES FOR THE PASSAIC COUNTY WORKFORCE DEVELOPMENT BOARD AS PER COMPETITIVE CONTRACT, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
 WORKFORCE DEVELOPMENT

REVIEWED BY:

Anthony J. De Nova III  
 COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
 COUNTY COUNSEL

Administration and Finance  
 COMMITTEE NAME

Official Resolution#	R20170930									
Meeting Date	11/21/2017									
Introduced Date	11/21/2017									
Adopted Date	11/21/2017									
Agenda Item	n-19									
CAF #	z-81-20-317-001-233									
Purchase Req. #										
Result	Adopted									
FREEHOLDER	PRE.	ABS.	MOVE.	SEC.	AYE.	NAY.	ABST.	RECUS.		
Lazzara	✓				✓					
James	✓		✓		✓					
Akhter	✓				✓					
Bartlett	✓				✓					
Best Jr.	✓				✓					
Duffy	✓			✓	✓					
Lepore	✓				✓					

PRES.= present ABS.= absent  
 MOVE= moved SEC= seconded  
 AYE= yes NAY= no ABST.= abstain  
 RECU.= recuse

Dated: November 22, 2017

Introduced on: April 24, 2018  
 Adopted on: April 24, 2018  
 Official Resolution#: R20180324

**RESOLUTION AUTHORIZING AWARD OF CONTRACT TO  
KAIROS DEVELOPMENT GROUP LLC OF PHILADELPHIA, PA  
FOR CONSULTING SERVICES FOR THE PASSAIC COUNTY  
WORKFORCE DEVELOPMENT BOARD AS PER COMPETITIVE  
CONTRACT**

**WHEREAS**, on October 12, 2017 proposals were received and opened for RFP-17-017 Consulting Services for the Passaic County Workforce Development Board as a competitive contract pursuant to the Local Public contract Law, specifically N.J.S.A. 40A: 11-4.1 et seq.; and

**WHEREAS**, at the Board of Chosen Freeholders meeting of August 15, 2017 Resolution R20170668 was passed authorizing the use of competitive contracting pursuant to NJSA 40A;11-4.3; and

**WHEREAS**, the County issued a public solicitation to qualified vendors to perform these services, in accordance with "Fair and Open" procedures as established in the "Pay-to-Play" Law, N.J.S.A. 19:44A-20.4, et seq.; and

**WHEREAS**, the evaluation committee established to review the proposals has had an opportunity to review and discuss the proposals received; and

**WHEREAS**, the Review and Evaluation Committee recommends that the Board of Chosen Freeholders of the County of Passaic award a contract to Kairos Development Group LLC of Philadelphia, PA for their proposal for Consulting Services for the Passaic County Workforce Development Board; and

**WHEREAS**, the Finance, Administration and Personnel Committee has reviewed this matter at its October 25, 2017 meeting and recommended this resolution to the full Board of adoption; and

Introduced on:	April 24, 2018	Introduced on:	November 21, 2017
Adopted on:	April 24, 2018	Adopted on:	November 21, 2017
Official Resolution#:	R20180324	Official Resolution#:	R20170668



Res-Pg:n.19-3

**WHEREAS**, the contract period will be from November 1, 2017 through February 28, 2018 for an estimated price of \$17,000.00; and

**WHEREAS**, a certificate is attached hereto, indicating that \$17,000.00 in funds are available in budget account #Z-81-20-317-001-233 for the within contemplated expenditure; and

**WHEREAS**, Kairos Development Group LLC has indicated in their bid response that they are not willing to provide these goods and services to the registered members of Passaic County Cooperative Pricing System #38-PCCP; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby accepts the committee's recommendation of award of contract under Local Public Contract Law, specifically N.J.S.A. 40A: 11-4.1 et seq. to Kairos Development Group LLC; and

**BE IT FURTHER RESOLVED** that the Clerk of the Board, the Purchasing Agent, and the Director of the Board are hereby authorized to execute all necessary agreements on behalf of the County of Passaic as prepared by the Office of County Counsel for said purpose; and

**BE IT FURTHER RESOLVED** that the Clerk to the Board shall advertise in a paper of local circulation, the award of RFP Consulting Services for the Passaic County Workforce Development Board as a competitive contract.

November 21, 2017

Introduced on: November 21, 2017  
Adopted on: November 21, 2017  
Official Resolution#: R20170920  
Introduced on: November 24, 2017  
Adopted on: April 24, 2018  
Official Resolution#: R20180324

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Pasquale "Pat" Lepore

401 Grand Street  
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Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

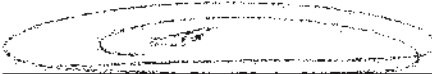
Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

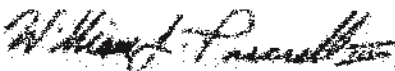
Agenda: RESOLUTION AUTHORIZING THE APPOINTMENTS AND REPLACEMENTS OF MEMBERS TO THE PASSAIC COUNTY WORKFORCE DEVELOPMENT BOARD, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
WORKFORCE DEVELOPMENT

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Human Services  
COMMITTEE NAME

Official Resolution#	R20180325							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-20							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION AUTHORIZING THE APPOINTMENTS  
AND REPLACEMENTS OF MEMBERS TO THE PASSAIC  
COUNTY WORKFORCE DEVELOPMENT BOARD**

**WHEREAS** the Passaic County Workforce Development Center provides training for unemployed, unskilled and displaced individuals so they can effectively operate in the workplace; and

**WHEREAS** the Freeholder Board is desirous of authorizing the appointment of the following new members to the Passaic County Workforce Development Board for a three (3) years term:

Marcia McNeel 3/6/2018 – 3/5/2021

Janet Aguilar 3/6/2018 -3/5/2021

Deborah Hoffman 3/9/2018 – 3/8/2021; and

**WHEREAS** the Freeholder Board is desirous of accepting Beatriz Baldwin as Lori Mangolin's replacement to continue her membership term 3/24/2017 – 3/23/2020; and

**WHEREAS** the Freeholder Board is desirous of accepting Christopher Irving as Robert Davis' replacement to continue his membership term 6/24/2016 – 6/23/2019; and

**WHEREAS** this matter was reviewed and approved by the Freeholders Standing Committee of Human Services;

**NOW THEREFORE BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the appointment and replacements of members to the Passaic County Workforce Development Board, as specified above.

JDP: lc

Dated: April 24, 2018

## COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Duwan Bogert, Executive Director  
Telephone #: 973-569-5082

**DESCRIPTION OF RESOLUTION:** Authorization to accept the reappointment of Marcia McNeel's membership for a three (3) year term 03/06/2018 -- 03/05/2021

**PROCUREMENT SOLICITATION:**

Please see attached documents

- Resume

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS:*

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A *REQUISITION*. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. **AMOUNT OF EXPENDITURE:**

**REQUISITION #:**                      **ACCOUNT#:**

- | 4. <b>COMMITTEE REVIEW:</b>  | <u>DATE</u> |
|--|-------------|
| <input type="checkbox"/> Administration & Finance                              | _____       |
| <input type="checkbox"/> Public Works / Buildings & Grounds                    | _____       |
| <input type="checkbox"/> Planning & Economic Development                       | _____       |
| <input checked="" type="checkbox"/> Health, Human Services & Community Affairs | 4/12/2018   |
| <input type="checkbox"/> Law & Public Safety                                   | _____       |
| <input type="checkbox"/> Energy  | _____       |

5. **DISTRIBUTION LIST:**

Administration  
 Finance  
 Clerk to the Board  
 Procurement

Specify: \_\_\_\_\_

**Marcia McNeel**

140 Hepburn Road, Apartment 18J, Clifton, NJ 07012  
 973-742-9226, extension 7319  
 marcia.mcneel@dol.nj.gov

Certified Public Manager with expertise in leadership, communication and computer skills.

**PROFESSIONAL EXPERIENCE:**

**Employment Service Manager, Acting Manager, Employment Supervisor 1** 2003-Present  
 Passaic County One Stop Career Center, Paterson, NJ

- Supervise employment services and staff in One Stop Career Centers in Passaic and Paterson as directed by the Employment Services division of the New Jersey Department of Labor and Workforce Development in Trenton. Work closely with One Stop Partners and Workforce Development Board to promote programs, coordinate WIOA services and ensure customer satisfaction.

**Supervisor, Employment Counseling and Selective Placement** 2002-2003  
 New Jersey Department of Labor and Workforce Development, Trenton, NJ

- Lead Counselor for Northern Region including Bergen, Essex, Hudson, Passaic, Morris, Sussex and Warren counties. Planned and developed the employment counseling and selective placement program. Supervised work operations of WDP, PROS, Career Beacon, and other counseling programs.

**Senior Interviewer** 2001-2002  
 Bergen One Stop Career Center, NJ Department of Labor, Hackensack, NJ

- Supervised WorkFirst Unit. Evaluated and developed staff and programs. Monitored customer service and satisfaction. Coordinated programs and activities within the office, agency and other entities. Acted for manager in her absence in office and at meetings. Identified staff training needs and ensured that training was provided. Assisted in the development and implementation of local office operating procedures.

**Interviewer/Facilitator** 1999-2001

Workforce New Jersey, NJ Department of Labor, West Caldwell, NJ  
 Professional Service Group at Essex County College

- Interviewed, assessed and referred customers to employment, training and supportive services. Facilitated workshops for Professional Service Group participants. Assisted employers in job development and placement. Compiled database on customer and employer activity. Marketed services of the Department of Labor to employers and customers at job fairs and seminars.

**Interviewer, ES Trainee** 1997-1999

Workforce New Jersey, NJ Dept. of Labor, East Orange and Bloomfield, NJ

- Interviewed, assessed and referred customers to employment, training and supportive services. Assisted employers in job development and placement. Compiled database on customer and employer activity. Marketed services of the Department of Labor to employers and customers at job fairs and seminars.

**EDUCATION:**

- **Bachelor of Arts**, Douglass College, Rutgers University, New Brunswick, NJ
- **Master of Arts**, New York Institute of Technology, New York, NY
- **Certificate in Public Management**, Fairleigh Dickenson University, Teaneck, NJ

**COUNTY OF PASSAIC  
RESOLUTION REQUEST FORM**

1. **NAME OF REQUESTER:** Duwan Bogert, Executive Director  
Telephone #: 973-569-5082

**DESCRIPTION OF RESOLUTION:** Authorization to accept the reappointment of Deborah Hoffman's membership for a three (3) year term 03/09/2018 – 03/08/2021

**PROCUREMENT SOLICITATION:**

Please see attached documents

- Resume

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS:*

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A *REQUISITION*. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. **AMOUNT OF EXPENDITURE:**

**REQUISITION #:**                      **ACCOUNT#:**

4. <b>COMMITTEE REVIEW:</b>	<u>DATE</u>
<input type="checkbox"/> Administration & Finance	_____
<input type="checkbox"/> Public Works / Buildings & Grounds	_____
<input type="checkbox"/> Planning & Economic Development	_____
<input checked="" type="checkbox"/> Health, Human Services & Community Affairs	4/12/2018
<input type="checkbox"/> Law & Public Safety	_____
<input type="checkbox"/> Energy	_____

5. **DISTRIBUTION LIST:**

- Administration
- Finance
- Clerk to the Board
- Procurement

Specify: \_\_\_\_\_

**Deborah Hoffman**  
 Seven Escher Drive  
 Marlboro, New Jersey 07746  
 732-972-9143 (Home)  
 973-569-4720 (Office)  
 908-770-7568 (Mobile)

### **Employment History**

#### **Passaic County, Division of Economic Development**

**Position: Director:** September 2000 to Present

- Responsible for the operation of the Division of Economic Development, identification and implementation of direct services to the Passaic County business community, budget development, consultant management and the hiring and management of staff.
- Secured over \$21.6 million in grants from federal, state and foundations.
- Developed the Passaic County Brownfields Assessment Program with the objective of developing an inventory of brownfield sites for Passaic County and to perform environmental assessments of sites contaminated by hazardous substances. Organized the Passaic County Brownfields Commission to implement Program objectives. Authored two grant applications for \$400,000 that funded the program from the US Environmental Protection Agency. Developed two 30-minute films on brownfield redevelopment in Passaic County which aired on cable television stations.
- Operates and promotes the Greater Passaic County Bond Program, a consortium of Atlantic Stewardship Bank, Bank of America, JP Morgan Chase Bank, Lakeland Bank, PNC Bank, TD Bank, Valley National Bank and Wells Fargo which offers tax-exempt and taxable bond financing to County companies. To date, \$80.7 million has been financed through the program.
- Developed the County of Passaic, ISO 9000 Training Consortium Program that operates a 12-month training program for members of the business community. Companies develop ISO 9000 documentation and employees are trained as Internal Auditors. Fourteen companies have received ISO 9000 training.
- Developed marketing materials to promote the County as a positive location for business including the Passaic County Business Directory, the Passaic County Economic Development Resource Guide, two special advertorials in NJBIZ, quarterly newsletters, direct mail campaigns and economic profiles of the County.
- Developed the Passaic County Motion Picture and Television Film Commission whose objective is to promote locations within the County for the filming of motion pictures, short subjects, and commercials. Manages the annual Passaic County Film Festival highlighting 10-minute shorts produced by high school and college students – 13 Film Festivals have been offered as of April 2017. Organized and managed all Commission activities, authored a County resolution governing the film permit process, and developed two Passaic County Film Resource Directories, a guide for film location managers.
- Responsible for all liaisons with the Passaic County business community, including real estate brokers and owners, major employers, financial institutions, government leaders, and community organizations.

Page 1

Introduced on: April 24, 2018  
 Adopted on: April 24, 2018  
 Official Resolution#: R20180325

**Hoffman continued****Passaic County, Division of Economic Development continued**  
**Position: Director: September 2000 to Present**

- Developed and maintained a real estate database of over 800 properties available for sale or lease in Passaic County.
- Created the Passaic County Comprehensive Economic Development Strategy Committee and completed the development of a Comprehensive Economic Development Strategy for the County in November 2015 that was accepted by the US Economic Development Administration.
- Develops educational seminars for the Passaic County business community, including such topics as financing, procurement, marketing, total quality management, ISO 9000, job training, export techniques, and environmental rules and regulations.
- Manages the annual \$800,000 Passaic County Community Development Block Grant Program and the \$11.8 million Community Development Block Grant Disaster Recovery Program.

**Paterson Economic Development Corporation****Position: Executive Director: December 1992 to August 2000**

- Responsible for the implementation and operation of the corporation, including the development of the corporate mission statement, identification of corporate services to be offered to the business community, the creation of fiscal and accounting procedures, and the hiring and management of staff.
- Developed corporate and direct mail brochures, corporate newsletters, and implemented a bi-state marketing program to promote Paterson as a positive location for business. Coordinated the development of a 20-page special supplement to Business News New Jersey that promoted the City of Paterson.
- Initiated and implemented the Paterson Growth Bond Program in partnership with the New Jersey Economic Development Authority. A \$10 million bond was issued by Chemical Bank NJ in 1996. Initiated and implemented the Greater Passaic County Bond Program in 1997, a consortium of Commerce Bank, Hudson United Bank, JP Morgan/Chase Bank, First Union, Fleet Bank, PNC Bank, and Valley National Bank which offers bond financing to the business community. As of August 2000, \$20 million was financed through the program.
- Developed the Paterson ISO 9000 Training Consortium Program. To date, three successful consortiums have been completed through grants totaling over \$600,000 from the NJ Department of Labor.
- Received designation from the US Small Business Administration as an Associate Development Corporation, enabling PEDC to package US SBA 504 loans, and received SBA "intermediary" designation for the packaging of 7(a) loans for women, minority and veteran owned businesses.
- Initiated and implemented the Paterson Environmental Remediation Program that secured \$330,000 in funding for the environmental investigation of several abandoned properties. Developed the Paterson Brownfield Pilot Application to the US EPA and secured funding for \$200,000 to develop a "brownfield response model" for the City.



**Hoffman continued**

- Provided organizational, technical and research assistance to the Paterson business community in the formation of the Bunker Hill Special Improvement District and the Downtown Paterson Special Improvement District.
- Direct responsibility for the development of Board agendas, the staffing of all meetings, the implementation of special programs, seminars, and the staffing of Board sub-committees.

**Brooklyn Economic Development Corporation**

**Position: Senior Vice President:** July 1988 to November 1992

**Vice President:** June 1983 to June 1988

- Responsible for the implementation of all corporate activities and programs through the management of a staff of sixteen in the provision of finance; real estate; energy conservation; research/planning studies and business and community liaison activities.
- Responsible for the development and implementation of new corporate programs including the Brooklyn Small Business Health Insurance Program (\$4 million); Brooklyn Commercial Loan Program (loan portfolio of over \$2 million); the Business Marketing Program; the Real Estate Portfolio Program; the Brooklyn Market Place Procurement Program; and the Energy Advisory Service to Industry Program.
- Directed the activities of the Comptroller including budgeting, contract development and compliance, corporate insurance and pension programs, and the development of management information systems and a computerized accounting system.
- Coordinated all fund raising activities including the development of program proposals and interaction with the private/public sector. Generated funds of over \$15 million.
- Directed the implementation of the Corporation's annual tri-state marketing campaign (\$300,000).
- Responsible for the annual development of the Kings County Overall Economic Development Program and select research/planning studies impacting Brooklyn's economy including land use, transportation, economic trends and energy issues.
- Responsible for the development of all corporate publications including three annual newsletters (circulation 33,000), the corporate annual report, and the organization of seminars for the business community.

**New York Chamber of Commerce and Industry: September 1982 to June 1983**

**Position: Director of Business Retention**

- Responsible for the provision of services to the New York City business community that promote the expansion and reinvestment of local companies. Direct assistance included real estate identification and analyses, financial loan packaging, consultation on tax incentives and access to job training programs.
- Directed staff in the implementation of an informational program highlighting opportunities for business expansion in New York City.
- Researched and developed a synopsis of New York City incentive programs including loan programs, tax incentives, and job training information for dissemination to clients.

**Hoffman** continued

**Office of the Manhattan Borough President:** July 1981 to September 1982  
**Position:** Director of Economic Development

- Directed the activities of the staff of the New York County Local Development Corporation in the performance of economic research projects, liaisons to the Manhattan business community and the provision of technical assistance to local firms.
- Developed work programs, budgets and grant applications for the Corporation.
- Acted as formal liaison with federal grantor agencies, performing all reporting functions.
- Chaired all meetings of the New York County Overall Economic Development Program Committee in economic policy development for New York County.

**Office of the Manhattan Borough President:** November 1978 to July 1981  
**Position:** Deputy Director of Economic Development

- Project manager coordinating activities for the development of an industrial condominium in Manhattan with the New York City Public Development Corporation (estimated development cost: \$2 million).
- Responsible for the policy review and analysis of New York City Board of Estimate issues including economic and waterfront development, zoning issues and parks and recreation.
- Researched and developed the New York County Overall Economic Development Program for annual submission to the US Economic Development Administration.

**New York City Office of Economic Development:** May 1977 to November 1978  
**Position:** Economic Development Analyst

- Researched and analyzed the economic status of several select industries in New York City including a review of the potential for growth and expansion, the capacity for employment generation, and industry trends.
- Provided technical assistance to the Office of the Manhattan Borough President in the methodology necessary to designate New York County as a redevelopment area by the US Economic Development Administration.
- Organized the first New York County Overall Economic Development Program Committee and chaired all meetings. Developed the initial submission of the New York County Overall Economic Development Program document to the US Economic Development Administration.

**Hoffman** continued

## **Education**

### **New York University**

**Graduate School of Public Administration**  
**Master of Urban Planning, October 1976**  
New York Sea Grant Fellow

**Washington Square and University College**  
**Bachelor of Arts, June 1974 cum laude**  
Regents Scholar

**Graduate School of Business Administration: 1982-1983**

- Accounting for Management Analysis and Control
- Managing Organizational Behavior
- Business Economics
- Quantitative Methods for Business Decisions
- Problems in Financial Management
- Computer Workshop: Basic

## **Publications**

"Passaic County Business Directory," Annually from 2002 to 2016  
Division of Economic Development, Passaic County, New Jersey

"Passaic County New Jersey Film Production Resource Guide, 2005/2006 and 2012," Division  
of Economic Development, Passaic County, New Jersey

"Passaic County Economic Development Advertorial," NJBIZ, New Jersey 2001, 2004

"City of Paterson Economic Development Advertorial," Business News NJ, October 1998

## **Professional Affiliations**

**New Jersey Regional Plan Association, Member, New Jersey Advisory Committee,**  
September 1996 to Present

**Economic Development Association of New Jersey, President 2005, Member of the Board**  
**of Directors, 2001 to 2005**

**Downtown New Jersey, Vice President 2015 to present. Treasurer 2005 to 2009. Member of**  
**the Board of Directors, 2003 to Present**

**North Jersey Chamber of Commerce, Member of the Board of Directors, 2006 to 2012**

**Paterson Habitat for Humanity, Member of the Advisory Board, 2006 to Present**

**Memorial Day Nursery, Member of the Board of Trustees/Treasurer, 2000 to Present**

**Passaic County Community College Foundation Board, President of the Board 2017 to**  
**present. Member, January 2007 to Present**

**Township of Marlboro, Zoning Board of Adjustment, Member January 1999 to December**  
**2008**

## COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Duwan Bogert, Executive Director  
Telephone #: 973-569-5082

**DESCRIPTION OF RESOLUTION:** Authorization to accept the reappointment of Janet Aguilar's membership for a three (3) year term  
03/06/2018 – 03/05/2021

**PROCUREMENT SOLICITATION:**

Please see attached documents

- Resume

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS:*

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A *REQUISITION*. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. **AMOUNT OF EXPENDITURE:**

**REQUISITION #:**                      **ACCOUNT#:**

- | 4. <b>COMMITTEE REVIEW:</b>  | <u>DATE</u> |
|--|-------------|
| <input type="checkbox"/> Administration & Finance                              | _____       |
| <input type="checkbox"/> Public Works / Buildings & Grounds                    | _____       |
| <input type="checkbox"/> Planning & Economic Development                       | _____       |
| <input checked="" type="checkbox"/> Health, Human Services & Community Affairs | 4/12/2018   |
| <input type="checkbox"/> Law & Public Safety                                   | _____       |
| <input type="checkbox"/> Energy  | _____       |

5. **DISTRIBUTION LIST:**

Administration  
 Finance  
 Clerk to the Board  
 Procurement

Specify: \_\_\_\_\_

# JANET AGUILAR

143 ELBERON AVE • PATERSON, NJ 07502  
 CELL (973) 930-8705 • OFFICE (973) 742-9226 EXT 7341•  
 • JANET.AGUILAR@DOL.NJ.GOV

## SUMMARY

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New Jersey Department of Labor unemployment insurance operations professional with 28 plus years of experience in, administrative law, fact finding investigations, adjudications and supervision seeking an opportunity to contribute to the success of your organization.

## SKILLS/QUALIFICATIONS

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Knowledge and enforcement of due process administrative law proceedings, Conduct digitally recorded quasi-judicial hearings in English or Spanish, Adjudications, Health and safety inspection, Employee Organization, Supervisory, Customer Relations, Staff Training and Planning, Employee Evaluations, Payroll, Inventory Control, Purchasing, Business Communications, Consulting, Mentoring, Problem Solving, Analytical, Creative and Critical Thinking, Strong People Skills, Self-Starter.

## WORK EXPERIENCE

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*01/25/16– Present Paterson One Stop Paterson, NJ  
 Supervisor II*

- Supervise Senior UI Clerks, RCC UI clerks and UI Clerks.
- Training, scheduling, task assignments, PES and discipline.
- Monitor to ensure adequate personnel coverage at all times and staff is performing assigned tasks.
- Monitor counter claimant workload, evaluate quality of customer service and need for additional training as well as ensure adequate customer service is provided at all times.
- Coordinate with Employment Services and County WIB Agency in UI processing of Workforce Development training determinations.

*09/20/2014– 01/22/16 Union City Call-in Center Union City, NJ  
 Supervisor II*

- Supervise Senior UI Clerks, RCC UI clerks and UI Clerks.
- Training, scheduling, task assignments, PES and discipline.
- Monitor RCC CenterVu software to ensure adequate phone coverage at all times and staff is performing assigned tasks.
- Monitor calls to evaluate quality of calls and need for additional training as well as ensure adequate customer service is provided at all times.

*04/25/2011– 09/19/14 Passaic Adjudications Center Passaic, NJ*

*Unemployment Claims Examiner (Bilingual Sp/Eng)*

- Conduct digitally recorded informal quasi-judicial fact finding hearings.
- Adjudications; making determinations on eligibility for unemployment benefits.

*01/19/2010 – 04/21/2011 Passaic Appeal Tribunal Passaic, NJ*

*Appeals Examiner II ...Temporary Assignment*

- Administer the oath and preside over digitally recorded formal quasi-judicial Appeal Tribunal hearings.
- Enforce the essential elements of due process of law.
- By the preponderance of evidence; affirm, modify, remand or reverse determinations on eligibility and/or refunds made by: The Director, Division Deputies, and Claims Examiners.
- Postponements and withdrawals of appeals.

*03/19/2007–01/18/2010 Passaic Adjudications Center Passaic, NJ*

*Unemployment Claims Examiner (Bilingual Sp/Eng)*

- Conduct digitally recorded informal quasi-judicial fact finding hearings.
- Adjudications; making determinations on eligibility for unemployment benefits.

*2005–03/18/2007 Unemployment Insurance Office Paterson, NJ*

*Senior Unemployment Agent (Bilingual Sp/Eng)*

- Supervisor.
- Employee training: A300, basic monetary, customer service, I.O.O.P.S, RCC application.
- Hourly work schedule via Excel spreadsheet.
- PIS evaluations.

*1999– 2005 Reemployment Call-in Center Union City, NJ*

*Senior Unemployment Agent (Bilingual Sp/Eng)*

- Quad supervisor
- Investigation, review, analysis evaluation and eligibility determinations of Unemployment Insurance Claims.
- Reemployment orientation, monetary and non-monetary schedule building for seven Unemployment offices in north east New Jersey.
- Monetary review and re-determinations.
- Assure accuracy in all initial, reopening, collateral unemployment claim processing.
- Initiation of wage benefits fraud investigations.
- Extensive knowledge all loops programs and DABS, Windows XP, Word 2002 and Excel 2000 RCC application and internet processing.
- Explain unemployment rights and responsibilities in English or Spanish.
- Unemployment benefits payments.

*1989-1999 Unemployment Insurance Office Paterson and Morristown, NJ  
Unemployment Agent*

Initiate request for determination of employer status via (Bc-131), after extensive loops and Alfa research, compile documentation and require claimant to provide:

- Pay stubs, W-2, business card, company invoice, billing or company letterhead and follow up of employer accounts investigation through UI-DI finance via 6-8 week day file, on inactive employer registration numbers for dummy Fein number authorization monetary calculations and affidavits.
- Monetary review and re-determinations.
- Processed monetary Affidavits on all claim type.
- New hire basic training, monetary affidavit training and accuracy review.
- Explain unemployment rights and responsibilities in English or Spanish via group orientations.
- Initial, reopening, and all collateral UI claims processing.
- Explain unemployment rights and responsibilities in English or Spanish via group orientations.
- Conduct eligibility review interviews:
- Contact employers to validate job had applications or walk-ins accepted
- Identify issues for claims examining.
- Make referrals to NJ state Employment Service office, Division of vocational rehabilitation services or other appropriate agencies.
- Basic Unemployment claims processing.
- Collateral claim processing.

#### EDUCATION

- |           |   |              |
|-----------|---|--------------|
| 2016-2016 | New Jersey Civil Service Commission   | Randolph, NJ |
| ■         | S3: Supervisor Success Series Program   |              |
| ■         | Certified Public Manager  |              |
| 2010-2010 | Newark Appeal Tribunal training   | Newark, NJ   |
| ■         | Administrative Law and Appeals Tribunal hearing due process.                                    |              |
| 2007-2007 | New Jersey Department of Labor  | Passaic, NJ  |
| ■         | Quality and Efficiency in Claims Adjudication   |              |
| 1989-2004 | New Jersey Department of Personnel Human Resource<br>Development Institute Continuing Education | Trenton, NJ  |
| ■         | Supervision 101/management training.  |              |
| ■         | Management skills for new supervisors.  |              |
| ■         | Excel 2000.   |              |
| ■         | Upgrading to windows XP, Word 2002 & Out Look 2002 for Department of Labor.                     |              |
| ■         | Dealing with difficult people.  |              |
| ■         | Valuing cultural diversity.   |              |
|           | Prevention of sexual harassment training.   |              |
| 1990-2000 | Passaic County College  | Paterson, NJ |
| ■         | Sociology   |              |

#### LANGUAGES

Fluent Bilingual Spanish and English.

### COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Duwan Bogert, Executive Director  
Telephone #: 973-569-5082

**DESCRIPTION OF RESOLUTION:** Authorization to accept Beatriz Baldwin as Lori Mangolin's replacement to continue her membership term 3/24/2017 – 3/23/2020.

**PROCUREMENT SOLICITATION:**

Please see attached documents

- Resume

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF THE REQUISITION FROM EDMUNDS:

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A REQUISITION. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. **AMOUNT OF EXPENDITURE:**

**REQUISITION #:**                      **ACCOUNT#:**

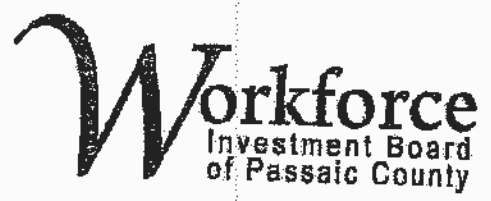
4. <b>COMMITTEE REVIEW:</b>	<u>DATE</u>
___ Administration & Finance	_____
___ Public Works / Buildings & Grounds	_____
___ Planning & Economic Development	_____
<b>X</b> Health, Human Services & Community Affairs	4/12/2018
___ Law & Public Safety	_____
___ Energy	_____

5. **DISTRIBUTION LIST:**

- \_\_\_ Administration
- \_\_\_ Finance
- \_\_\_ Clerk to the Board
- \_\_\_ Procurement

Specify: \_\_\_\_\_





200 Memorial Drive, Paterson, NJ 07505  
PH 973-569-4020 - FAX 973-742-3030  
Bethany Marmolejos, Chair  
Duwan Bogert, Executive Director

### WDB Member Application

Thank you for applying to be a member of the Workforce Development Board of Passaic County.  
(WDB)

Please complete the following information and submit it to:

**Workforce Development Board of Passaic County**  
200 Memorial Drive  
Paterson, NJ 07505  
FAX 973-742-3030

Included in this packet is a fact sheet that provides an overview of the Workforce Development Board and board member responsibilities. If you have any questions, please contact Dorothy Singletary, at 973-569-4020 or [dorothys@passaiccountynj.org](mailto:dorothys@passaiccountynj.org).

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Beatriz Baldwin \_\_\_\_\_

Home Address: \_\_\_\_\_ 1187 Woodland Drive \_\_\_\_\_  
 \_\_\_\_\_ East Stroudsburg, PA 18301 \_\_\_\_\_

Home Telephone: \_\_\_\_\_ N/A \_\_\_\_\_

Home Fax: \_\_\_\_\_ N/A \_\_\_\_\_

Home Email: \_\_\_\_\_ bbbaldwin791@gmail.com \_\_\_\_\_

Cell Phone: \_\_\_\_\_ 645-378-8267 \_\_\_\_\_

Place of Employment: \_\_\_\_\_ Goodwill Industries of Greater NY & Northern NJ \_\_\_\_\_

Occupation/Position: \_\_\_\_\_ Senior Vice President \_\_\_\_\_

Work Address: \_\_\_\_\_ 400 Supor Boulevard \_\_\_\_\_

Work Telephone: \_\_\_\_\_ 973-474-2021 \_\_\_\_\_

Work Fax: \_\_\_\_\_ 973-481-9031 \_\_\_\_\_

Work Email: \_\_\_\_\_ bbaldwin@goodwillny.org \_\_\_\_\_

Do you prefer to be contacted at work  or at home \_\_\_\_\_?



200 Memorial Drive, Paterson, NJ 07635  
PH 973-569-4020 - FAX 973-742-3030  
Bethany Marmolejos, Chair  
Duwan Bogert, Executive Director

Please answer all questions with as much pertinent information about yourself as possible. If you need more room for your answers, please attach an additional sheet of paper.

1. List past or present involvement in community-related activities (i.e., committees, volunteer work, boards, business organizations, chambers of commerce, etc.)

N/A

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2. Explain your understanding of the purposes, responsibilities and services offered by the WDB.

**The purpose of the Workforce Development Board is to ensure that all workforce development resources are utilized in a way that supports the economic expansion and skill development of dislocated and incumbent workers in its communities. The Workforce Development Board provide oversight to One Stop Career Centers designed to assist job seekers with obtain information of employment opportunities and providing opportunities for skill development through training and job placement. Workforce Development Boards also seek to ensure that workforce development initiatives and resources meet the needs of local businesses.**

3. List any experiences you feel would be advantageous to the WDB.

**My 18 years in workforce development has afforded me the opportunity to participate in successful industry partnerships that connected job seekers and incumbent workers to training and employment opportunities leading to career pathways in healthcare, maintenance, retail and technology. The knowledge gained from such initiatives along with experience in the development and implementation of effective programming for job seekers and incumbent workers with barriers towards employment could be used to help expand upon the Workforce Development Board's efforts to meet local labor market demands and provide a diverse set of services to its community members.**

4. List any past experience in workforce development, economic development (e.g. Workforce Development Board membership, youth employment/training committees).

**My experience in workforce development includes the following:**

**Effective development and implementation of programming for over 12,000 job seekers in NYC in a six year span by providing services that included but were not limited to:**

- a. **Job Readiness Training focused on resume development, mock interviewing, digital literacy and career advancement.**
- b. **Occupational training leading to industry recognized credentials.**
- c. **Conducting comprehensive assessments measuring literacy and numeracy skills, interests, aptitudes and barriers towards employment.**



200 Memorial Drive, Paterson, NJ 07505  
PH 973-568-4020 - FAX 973-742-3030  
Bajnany Marmolejos, Chair  
Duwan Bogert, Executive Director

- d. **Facilitating comprehensive service planning designed to assist a diverse population of job seekers and incumbent workers with pursuing education, training and/or employment opportunities leading to a career pathway.**
- e. **Provision of retention and career advancement services for employed individuals to retain employment in various sectors.**

**Goodwill's workforce development programs were ranked number one in individuals placed and retained in employment opportunities leading to 70% 30 day and 90 day retention rates.**

- **Effective implementation of a career pathways initiative leading job seekers and incumbent workers into careers in healthcare. Goodwill Industries retained the highest number of individuals completing training and obtaining industry recognized credentials while also maintaining a 60% retention rate of all students employed through the initiative.**

5. **References: Please provide two references who can attest to your ability to serve on the WDB. (Name, Address, Phone Number)**

**Katy Gauj-Stigge, CEO & President of Goodwill Industries of Greater NY & Northern NJ  
4-21 27<sup>th</sup> Avenue, Astoria, NY 11201**

**Sharmaine Williams, Senior Vice President of Workforce Development for Goodwill Industries of Greater NY and Northern NJ - NY Division**

Signature: \_\_\_\_\_

**Beatriz Baldwin**

**1187 Woodland Drive, East Stroudsburg, PA 18301 – [bbaldwin@goodwillav.org](mailto:bbaldwin@goodwillav.org)**

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### **PROFESSIONAL PROFILE**

**A result-driven Workforce Development Professional with over 10 years experience in:**

- Cultivating and managing relationships with program funders and external partners.
  - Establishing standards of performance across programs.
  - Excellent verbal and communication skills with exceptional attention to details.
  - Ensuring seamless team management and development, program delivery, quality control and evaluation.
  - Developing and implementing strategies to maximize synergy.
  - Achieving operational objectives by contributing information and recommendations to strategic plans and reviews.
- 

### **BUSINESS EXPERIENCE**

**Goodwill Industries of Greater New York & Northern New Jersey**

**Harrison, NJ**

**Senior Vice President, 2018 – Present**

- Responsible for aligning workforce and training programs with academic, industry and public sector needs.
- Responsible for developing effective partnerships with businesses and industries in the identification of training needs and the development of customized workforce solutions.
- Accountable for provision of leadership in course and programmatic design, instructional delivery and assessment activities, conducting research and analysis to evaluate viability of new and existing non-credit programs.
- Responsible for providing overall leadership for the workforce training work of Goodwill Industries' Northern NJ Division.
- Providing management oversight of all curriculum planning, program development and implementation, and program review, supervision and leadership to staff.
- Providing leadership in strategic planning for the division, budget development, and the creation and assessment of program effectiveness measures in all assigned areas.
- Serves as the agency liaison to a variety of economic and workforce training agencies, employer partner organizations, and other state, local and university committees as appropriate.
- Ensures division compliance with applicable federal, state, and local regulations, accrediting commissions, licensing requirements, and with administrative regulations.

**Program Director, 2012 – 2018**

- Demonstrated success evaluating and developing program models to expand mission services and increase performance.
- Developed performance management tools enabling managers to regularly evaluate and guide performance.
- Planned and launched a successful unprecedented youth program under the Back 2 Work contract designed to empower the lives of public assistance applicant and recipients between the ages of 16 to 24.
- Responsible for assisting with the formulation of budgets and adherence to fiscal financial plans throughout the fiscal year.
- Responsible for ensuring the delivery of high quality, person-centered services.
- Accountable for the direction and successful operation of Welfare to Work and Career Pathway Programs consistently exceeding contractual goals.

**Director of Training & Staff Development, 2006 – 2012**

- Facilitated training on internal and external tracking systems, contractual obligations and compliance requirements for over 200 staff members.
- Operated as the program liaison compliance officer to ensure that programs were compliant to HIPPA Privacy and Security Rules.
- Developed several program initiatives to enhance performance.
- Assisted with the designing of a robust paperless tracking system which brought about significant savings in expenses, manpower and administrative effort to meet file compliance requirements.

**Case Management Coordinator, 2004 - 2006**

- Responsible for overseeing 30 staff members responsible for employment assessments, Coordination of program services, and the evaluation of options available to addressing barriers towards employment for 700 to 800 job seekers.
- Conducted regular audits of program case files to ensure compliance with contractual standards.
- Participated in regular monthly meetings with the Employment & Contracts Division of the Human Resource Administration to discuss performance, program highlights and challenges.
- Assisted with identifying warning signs, defusing hostility, setting clear boundaries and

Introduced on: April 24, 2018

Adopted on: April 24, 2018

Official Resolution#: R20180325

the safety of staff and clients.

- Assisted with the designing of a robust paperless tracking system which brought about significant savings in expenses, manpower and administrative effort to meet file compliance requirements.

**Senior Case Manager, 2002 - 2004**

- Responsible for overseeing 10 staff members responsible for intake, employment assessments, coordination of program services, and the evaluation of options available to addressing barriers towards employment for 700 to 800 job seekers.
- Provided weekly and monthly report on the management of 70 to 80 job seekers.
- Successfully reengaged clients with multiple barriers towards employment.

**Case Manager, 2000 - 2002**

- Provided weekly and monthly reports on the management of 60 to 75 job seekers.
- Successfully facilitated orientation, intake and assessment for participating job seekers.
- Accountable for the development and upkeep of participant's schedule of activities in the program.
- Responsible for maintaining compliant case records for all program participants.

**Madison Square Navy Yard Boys & Girls Club  
Education Program Assistant, 1999 – 2000**

Brooklyn, NY

- Responsible for the developing and overseeing educational activities for 20 to 30 youth between the ages of 5-10.
- Successfully facilitated youth groups designed to provide mentorship and guidance to economically disadvantaged youth.
- Facilitated outdoor events designed to empower youth for academic success.

**Education:**

**Pacific High School**  
High School Diploma, 1996

**Brooklyn College**  
Major: Psychology  
Dates Attended: 1997 – 2000

**PROFESSIONAL DEVELOPMENT**

**Goodwill Industries International Senior Leadership Program October 2015**

**New York Association of Training & Employment Professionals NYC Advocacy Academy**

**COUNTY OF PASSAIC  
RESOLUTION REQUEST FORM**

1. **NAME OF REQUESTER:** Duwan Bogert, Executive Director  
Telephone #: 973-569-5082

**DESCRIPTION OF RESOLUTION:** Authorization to accept Dr. Christopher Irving as Robert Davis' replacement to continue his membership term 6/24/2016 – 6/23/2019.

**PROCUREMENT SOLICITATION:**

Please see attached documents

- Resume

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF THE REQUISITION FROM EDMUNDS:

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A REQUISITION. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. **AMOUNT OF EXPENDITURE:**

**REQUISITION #:** \_\_\_\_\_ **ACCOUNT#:** \_\_\_\_\_

4. **COMMITTEE REVIEW:**

DATE

\_\_\_ Administration & Finance

\_\_\_\_\_

\_\_\_ Public Works / Buildings & Grounds

\_\_\_\_\_

\_\_\_ Planning & Economic Development

\_\_\_\_\_

Health, Human Services & Community Affairs

4/12/2018

\_\_\_ Law & Public Safety

\_\_\_\_\_

\_\_\_ Energy

\_\_\_\_\_

5. **DISTRIBUTION LIST:**

\_\_\_ Administration

\_\_\_ Finance

\_\_\_ Clerk to the Board

\_\_\_ Procurement

Specify: \_\_\_\_\_

## Dr. Christopher C. Irving

1090 Main St. - Paterson, NJ 07503 - [cirving@themillerinstitute.com](mailto:cirving@themillerinstitute.com)  
(H) 973-580-5890

### EDUCATION

SETON HALL UNIVERSITY, SOUTH ORANGE, NJ  
ED.D. K-12 ADMINISTRATION - JULY-2016

WILLIAM PATERSON UNIVERSITY, WAYNE, NEW JERSEY  
Masters of Arts in Public Policy and International Affairs-May 2006

RAMAPO COLLEGE OF NEW JERSEY, MAHWAH, NEW JERSEY  
Bachelor of Arts-May 2000  
Political Science

### PROFESSIONAL EXPERIENCE

EXECUTIVE DIRECTOR (ASSISTANT SUPERINTENDENT)  
WORKFORCE DEVELOPMENT & ADULT BASIC EDUCATION

JANUARY 2014 -CURRENT

- Oversee Workforce Innovation and Opportunity Act (WIOA) and Workforce New Jersey funds totaling over 18 million dollars annually from Title I, Title II, and Title IV funds by driving employment-training and innovation based on labor market need.
- Negotiate strategic partnerships and alliances, convene key stakeholders, and build and manage relationships with key stakeholders related to workforce development including local chambers of commerce, educational institutions, community and faith based organizations, private and non-profit organizations, employer trade associations, organized labor, economic development organizations, local and state government and other organizations to promote awareness and increase local involvement in workforce development.
- Serves as chief of staff to the Workforce Investment Board (WIB) Executive Committee; interfaces with the WIB chair and various WIB committee staff; keeps the WIB advised and informed of national, State and local activities which affect WIOA, the WIB and workforce development; interfaces between the WIB and the County Board of Supervisors; participates and/or staffs other community, government and private committees as directed.
- Conduct oversight of all workforce development related policy, research, analysis, and report on legislative issues and implement policy directives of the Workforce Investment Board.
- Research, develop, and write local, state, and federal grant proposals including youth initiatives, critical skills grants, faith and community based grants, and customized employer based grants.
- Set strategic direction of the Passaic County One-Stop System through the creation of a comprehensive five year annual workforce development plan.
- Create forums for analyzing and discussing critical workforce issues to determine the best implementation strategies based on data driven pedagogy.
- Partner with State and Local elected officials to ensure the WIB's efforts are aligned with county, regional, and federal goals.



**CONSULTANT****PASSAIC COUNTY ONE STOP – WORKFORCE DEVELOPMENT DEPT.****JANUARY 2013 - JANUARY 2014**

- Serve as liaison between the Passaic County One Stop and community based organizations in Passaic County
- Responsible for the creation and development of a grant writing/capacity building programs for faith based and community organizations
- Charged with the task of creating re-organizational plan including realignment of budget, staffing, professional development, and training
- Established memorandums of understanding with the Access Point Resource Program and Paterson Public Schools in order to create One Stop extension services
- Conducts labor market analysis to better assess labor demand and to advocate for employer and job-seeker needs.

**EXECUTIVE DIRECTOR & CEO****THE MILLER INSTITUTE FOR LEADERSHIP AND DIVERSITY****JUNE 2007 - DECEMBER 2014**

- Serve as supervisor of three full time staff positions and five independent contractors
- Responsible for securing funding for the Martin Luther King Youth Empowerment Conference
- Responsible for the creation and implementation of all leadership and diversity training programming and curriculum
- Conduct trainings with clients on customized topics relating to leadership, mediation, team-building, conflict resolution, sexual assault, college transitions, gender issues, racism, and bias prevention
- Responsible for all sales and marketing initiatives
- Report regularly to Board of Directors all functions of the organization

**DIRECTOR OF STUDENT DEVELOPMENT PROGRAMMING****SETON HALL UNIVERSITY****JULY 2006 – JULY 2008**

- Advise the Student Activities Board (SAB), supervise the Women's Resource Center staff, coordinate weekend programming, and the Metro SHU program
- Provide a professional presence at human relations events including those that occur during evening hours
- Communicate with artist and vendors on contract negotiations
- Develop written and on-line communication for on campus involvement/programming/human relations/external students
- Develop and implement all activities pertaining to Welcome/Orientation Week
- Chair of Welcome Week Steering Committee
- Serve as a member of the University Male retention initiative subcommittee
- Budget/Account manager for Student Activities and Women's Resource Center

**TEACHING/INSTRUCTING EXPERIENCE****ADJUNCT PROFESSOR – AFRICANA STUDIES****WILLIAM PATERSON UNIVERSITY****SPRING 2014 – CURRENT**

- Instruct students in the critical analysis of the subjects of Africana Studies
- Instructor for Racism and Mass Media Section I
- Instructor for Hip Hop in America
- Created course lesson plan/syllabus
- Meet regularly with department chair on status of course

**FORD TEACHING FELLOW – HISTORY****WESTCHESTER COMMUNITY COLLEGE****FALL 2011– MAY 2011**

- Served as Teaching Fellow for the courses of Intro to Political Science & US History I
- Met weekly with faculty mentor to discuss program in the program
- Conducted four observations of faculty mentor in the Spring and Fall semesters

**ADJUNCT PROFESSOR – POLITICAL SCIENCE & HISTORY**

WESTCHESTER COMMUNITY COLLEGE

FALL 2009 – MAY 2011

- Instruct students in the critical analysis of the subjects of World Politics, Intro to American Government, Municipal Governance, US History 1 & 2
- Created course lesson plan/syllabus
- Meet regularly with department chair on status of course

**ADJUNCT PROFESSOR – HISTORY & AFRICANA STUDIES**

SETON HALL UNIVERSITY

FALL 2008 – CURRENT

- Instruct students in the critical analysis of the subjects of History and Africana Studies
- Created course lesson plan/syllabus
- Meet regularly with department chair in a effort to increase student involvement
- Serve on department Africana Studies committee
- Faculty Chair for creation of "Hip Hop in America" course

**INSTRUCTOR - FRESHMEN SEMINAR**

SETON HALL UNIVERSITY

FALL 2007

- Designed and implemented course topic relevant to first year experience for class of 25 students
- Created course lesson plan/syllabus
- Assisted students in developing academic and personal skills through various lectures, teambuilding and group activities

**PUBLIC SERVICE/ ELECTED OFFICE****CO-CHAIR EDUCATION TRANSITION**

OFFICE OF THE GOVERNOR- ELECT

NOVEMBER 2017 – PRESENT

- Convene with education express to discuss the strategic vision of the 2018 Phil Murphy administration
- Worked to create an educational access plan for all districts in the State of New Jersey
- Co-Chair of K-12 subcommittee

**COMMISSIONER**

PATERSON BOARD OF EDUCATION

APRIL 2010 – PRESENT

- Convene twice a month to draft and pass policies to better students in Paterson, NJ
- Work with community organizations and interest groups to support public education
- Chair of the Legal Committee

**Research**

Irving, C. New Jersey Anti-Bullying Bill of Rights Act: Perceptions of High School Administrators on Implementing the Law. Doctoral Dissertation. Seton Hall University. 2016

Irving, C. A Case Study of the Civil War in Sierra Leone Africa. *Masters Thesis*. William Paterson University. 2007

Irving, C. Charles Taylor and Liberia: Resource War in West Africa. William Paterson University 2004

Irving, C. Abortion Policies in the United States and Sweden: A Comparative Assessment. *Working Paper*. William Paterson University 2005

Irving, C. *The New South Africa: Progression After Apartheid. Abroad Research Study.* University of Cape Town & University of Western Cape. South Africa 2003

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180325

PROFESSIONAL REFERENCES

---

Benjie Wimberly  
NJ State Assemblyman  
191 Market St  
Paterson, NJ  
973-768-2016

Dr. Daniel Jean  
Executive Director of EOF  
Montclair State University  
1 Normal Ave  
Montclair, New Jersey 07043  
201-532-2353

Eileen Shafer  
Superintendent of Schools  
Paterson  
90 Delaware Ave  
Paterson, NJ 07503  
973-332-6561

Aubrey Johnson  
Superintendent of Schools  
New Brunswick  
268 Baldwin St, New Brunswick, NJ 08901  
347-432-8689

## COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Duwan Bogert, Executive Director  
Telephone #: 973-569-5082

**DESCRIPTION OF RESOLUTION:** Authorization to accept the reappointment of Marcia McNeel's membership for a three (3) year term 03/06/2018 -- 03/05/2021

**PROCUREMENT SOLICITATION:**

Please see attached documents

- Resume

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS:*

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A *REQUISITION*. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. **AMOUNT OF EXPENDITURE:**

**REQUISITION #:**                      **ACCOUNT#:**

- | 4. <b>COMMITTEE REVIEW:</b>  | <u>DATE</u> |
|--|-------------|
| <input type="checkbox"/> Administration & Finance                              | _____       |
| <input type="checkbox"/> Public Works / Buildings & Grounds                    | _____       |
| <input type="checkbox"/> Planning & Economic Development                       | _____       |
| <input checked="" type="checkbox"/> Health, Human Services & Community Affairs | 4/12/2018   |
| <input type="checkbox"/> Law & Public Safety                                   | _____       |
| <input type="checkbox"/> Energy  | _____       |

5. **DISTRIBUTION LIST:**

- Administration  
 Finance  
 Clerk to the Board  
 Procurement

Specify: \_\_\_\_\_

**Marcia McNeel**

140 Hepburn Road, Apartment 18J, Clifton, NJ 07012  
 973-742-9226, extension 7319  
 marcia.mcneel@dol.nj.gov

Certified Public Manager with expertise in leadership, communication and computer skills.

**PROFESSIONAL EXPERIENCE:**

**Employment Service Manager, Acting Manager, Employment Supervisor 1** 2003-Present  
 Passaic County One Stop Career Center, Paterson, NJ

- Supervise employment services and staff in One Stop Career Centers in Passaic and Paterson as directed by the Employment Services division of the New Jersey Department of Labor and Workforce Development in Trenton. Work closely with One Stop Partners and Workforce Development Board to promote programs, coordinate WIOA services and ensure customer satisfaction.

**Supervisor, Employment Counseling and Selective Placement** 2002-2003  
 New Jersey Department of Labor and Workforce Development, Trenton, NJ

- Lead Counselor for Northern Region including Bergen, Essex, Hudson, Passaic, Morris, Sussex and Warren counties. Planned and developed the employment counseling and selective placement program. Supervised work operations of WDP, PROS, Career Beacon, and other counseling programs.

**Senior Interviewer** 2001-2002  
 Bergen One Stop Career Center, NJ Department of Labor, Hackensack, NJ

- Supervised WorkFirst Unit. Evaluated and developed staff and programs. Monitored customer service and satisfaction. Coordinated programs and activities within the office, agency and other entities. Acted for manager in her absence in office and at meetings. Identified staff training needs and ensured that training was provided. Assisted in the development and implementation of local office operating procedures.

**Interviewer/Facilitator** 1999-2001

Workforce New Jersey, NJ Department of Labor, West Caldwell, NJ  
 Professional Service Group at Essex County College

- Interviewed, assessed and referred customers to employment, training and supportive services. Facilitated workshops for Professional Service Group participants. Assisted employers in job development and placement. Compiled database on customer and employer activity. Marketed services of the Department of Labor to employers and customers at job fairs and seminars.

**Interviewer, ES Trainee** 1997-1999

Workforce New Jersey, NJ Dept. of Labor, East Orange and Bloomfield, NJ

- Interviewed, assessed and referred customers to employment, training and supportive services. Assisted employers in job development and placement. Compiled database on customer and employer activity. Marketed services of the Department of Labor to employers and customers at job fairs and seminars.

**EDUCATION:**

- **Bachelor of Arts**, Douglass College, Rutgers University, New Brunswick, NJ
- **Master of Arts**, New York Institute of Technology, New York, NY
- **Certificate in Public Management**, Fairleigh Dickenson University, Teaneck, NJ

**COUNTY OF PASSAIC  
RESOLUTION REQUEST FORM**

1. **NAME OF REQUESTER:** Duwan Bogert, Executive Director  
Telephone #: 973-569-5082

**DESCRIPTION OF RESOLUTION:** Authorization to accept the reappointment of Deborah Hoffman's membership for a three (3) year term 03/09/2018 – 03/08/2021

**PROCUREMENT SOLICITATION:**

Please see attached documents

- Resume

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS:*

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A *REQUISITION*. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. **AMOUNT OF EXPENDITURE:**

**REQUISITION #:**                      **ACCOUNT#:**

4. <b>COMMITTEE REVIEW:</b>	<u>DATE</u>
<input type="checkbox"/> Administration & Finance	_____
<input type="checkbox"/> Public Works / Buildings & Grounds	_____
<input type="checkbox"/> Planning & Economic Development	_____
<input checked="" type="checkbox"/> Health, Human Services & Community Affairs	4/12/2018
<input type="checkbox"/> Law & Public Safety	_____
<input type="checkbox"/> Energy	_____

5. **DISTRIBUTION LIST:**

- Administration
- Finance
- Clerk to the Board
- Procurement

Specify: \_\_\_\_\_

**Deborah Hoffman**  
 Seven Escher Drive  
 Marlboro, New Jersey 07746  
 732-972-9143 (Home)  
 973-569-4720 (Office)  
 908-770-7568 (Mobile)

### **Employment History**

**Passaic County, Division of Economic Development**  
**Position: Director: September 2000 to Present**

- Responsible for the operation of the Division of Economic Development, identification and implementation of direct services to the Passaic County business community, budget development, consultant management and the hiring and management of staff.
- Secured over \$21.6 million in grants from federal, state and foundations.
- Developed the Passaic County Brownfields Assessment Program with the objective of developing an inventory of brownfield sites for Passaic County and to perform environmental assessments of sites contaminated by hazardous substances. Organized the Passaic County Brownfields Commission to implement Program objectives. Authored two grant applications for \$400,000 that funded the program from the US Environmental Protection Agency. Developed two 30-minute films on brownfield redevelopment in Passaic County which aired on cable television stations.
- Operates and promotes the Greater Passaic County Bond Program, a consortium of Atlantic Stewardship Bank, Bank of America, JP Morgan Chase Bank, Lakeland Bank, PNC Bank, TD Bank, Valley National Bank and Wells Fargo which offers tax-exempt and taxable bond financing to County companies. To date, \$80.7 million has been financed through the program.
- Developed the County of Passaic, ISO 9000 Training Consortium Program that operates a 12-month training program for members of the business community. Companies develop ISO 9000 documentation and employees are trained as Internal Auditors. Fourteen companies have received ISO 9000 training.
- Developed marketing materials to promote the County as a positive location for business including the Passaic County Business Directory, the Passaic County Economic Development Resource Guide, two special advertorials in NJBIZ, quarterly newsletters, direct mail campaigns and economic profiles of the County.
- Developed the Passaic County Motion Picture and Television Film Commission whose objective is to promote locations within the County for the filming of motion pictures, short subjects, and commercials. Manages the annual Passaic County Film Festival highlighting 10-minute shorts produced by high school and college students – 13 Film Festivals have been offered as of April 2017. Organized and managed all Commission activities, authored a County resolution governing the film permit process, and developed two Passaic County Film Resource Directories, a guide for film location managers.
- Responsible for all liaisons with the Passaic County business community, including real estate brokers and owners, major employers, financial institutions, government leaders, and community organizations.

Page 1

Introduced on: April 24, 2018  
 Adopted on: April 24, 2018  
 Official Resolution#: R20180325



**Hoffman continued****Passaic County, Division of Economic Development continued**  
**Position: Director: September 2000 to Present**

- Developed and maintained a real estate database of over 800 properties available for sale or lease in Passaic County.
- Created the Passaic County Comprehensive Economic Development Strategy Committee and completed the development of a Comprehensive Economic Development Strategy for the County in November 2015 that was accepted by the US Economic Development Administration.
- Develops educational seminars for the Passaic County business community, including such topics as financing, procurement, marketing, total quality management, ISO 9000, job training, export techniques, and environmental rules and regulations.
- Manages the annual \$800,000 Passaic County Community Development Block Grant Program and the \$11.8 million Community Development Block Grant Disaster Recovery Program.

**Paterson Economic Development Corporation****Position: Executive Director: December 1992 to August 2000**

- Responsible for the implementation and operation of the corporation, including the development of the corporate mission statement, identification of corporate services to be offered to the business community, the creation of fiscal and accounting procedures, and the hiring and management of staff.
- Developed corporate and direct mail brochures, corporate newsletters, and implemented a bi-state marketing program to promote Paterson as a positive location for business. Coordinated the development of a 20-page special supplement to Business News New Jersey that promoted the City of Paterson.
- Initiated and implemented the Paterson Growth Bond Program in partnership with the New Jersey Economic Development Authority. A \$10 million bond was issued by Chemical Bank NJ in 1996. Initiated and implemented the Greater Passaic County Bond Program in 1997, a consortium of Commerce Bank, Hudson United Bank, JP Morgan/Chase Bank, First Union, Fleet Bank, PNC Bank, and Valley National Bank which offers bond financing to the business community. As of August 2000, \$20 million was financed through the program.
- Developed the Paterson ISO 9000 Training Consortium Program. To date, three successful consortiums have been completed through grants totaling over \$600,000 from the NJ Department of Labor.
- Received designation from the US Small Business Administration as an Associate Development Corporation, enabling PEDC to package US SBA 504 loans, and received SBA "intermediary" designation for the packaging of 7(a) loans for women, minority and veteran owned businesses.
- Initiated and implemented the Paterson Environmental Remediation Program that secured \$330,000 in funding for the environmental investigation of several abandoned properties. Developed the Paterson Brownfield Pilot Application to the US EPA and secured funding for \$200,000 to develop a "brownfield response model" for the City.

**Hoffman continued**

- Provided organizational, technical and research assistance to the Paterson business community in the formation of the Bunker Hill Special Improvement District and the Downtown Paterson Special Improvement District.
- Direct responsibility for the development of Board agendas, the staffing of all meetings, the implementation of special programs, seminars, and the staffing of Board sub-committees.

**Brooklyn Economic Development Corporation****Position: Senior Vice President: July 1988 to November 1992****Vice President: June 1983 to June 1988**

- Responsible for the implementation of all corporate activities and programs through the management of a staff of sixteen in the provision of finance; real estate; energy conservation; research/planning studies and business and community liaison activities.
- Responsible for the development and implementation of new corporate programs including the Brooklyn Small Business Health Insurance Program (\$4 million); Brooklyn Commercial Loan Program (loan portfolio of over \$2 million); the Business Marketing Program; the Real Estate Portfolio Program; the Brooklyn Market Place Procurement Program; and the Energy Advisory Service to Industry Program.
- Directed the activities of the Comptroller including budgeting, contract development and compliance, corporate insurance and pension programs, and the development of management information systems and a computerized accounting system.
- Coordinated all fund raising activities including the development of program proposals and interaction with the private/public sector. Generated funds of over \$15 million.
- Directed the implementation of the Corporation's annual tri-state marketing campaign (\$300,000).
- Responsible for the annual development of the Kings County Overall Economic Development Program and select research/planning studies impacting Brooklyn's economy including land use, transportation, economic trends and energy issues.
- Responsible for the development of all corporate publications including three annual newsletters (circulation 33,000), the corporate annual report, and the organization of seminars for the business community.

**New York Chamber of Commerce and Industry: September 1982 to June 1983****Position: Director of Business Retention**

- Responsible for the provision of services to the New York City business community that promote the expansion and reinvestment of local companies. Direct assistance included real estate identification and analyses, financial loan packaging, consultation on tax incentives and access to job training programs.
- Directed staff in the implementation of an informational program highlighting opportunities for business expansion in New York City.
- Researched and developed a synopsis of New York City incentive programs including loan programs, tax incentives, and job training information for dissemination to clients.

**Hoffman** continued

**Office of the Manhattan Borough President:** July 1981 to September 1982  
**Position:** Director of Economic Development

- Directed the activities of the staff of the New York County Local Development Corporation in the performance of economic research projects, liaisons to the Manhattan business community and the provision of technical assistance to local firms.
- Developed work programs, budgets and grant applications for the Corporation.
- Acted as formal liaison with federal grantor agencies, performing all reporting functions.
- Chaired all meetings of the New York County Overall Economic Development Program Committee in economic policy development for New York County.

**Office of the Manhattan Borough President:** November 1978 to July 1981  
**Position:** Deputy Director of Economic Development

- Project manager coordinating activities for the development of an industrial condominium in Manhattan with the New York City Public Development Corporation (estimated development cost: \$2 million).
- Responsible for the policy review and analysis of New York City Board of Estimate issues including economic and waterfront development, zoning issues and parks and recreation.
- Researched and developed the New York County Overall Economic Development Program for annual submission to the US Economic Development Administration.

**New York City Office of Economic Development:** May 1977 to November 1978  
**Position:** Economic Development Analyst

- Researched and analyzed the economic status of several select industries in New York City including a review of the potential for growth and expansion, the capacity for employment generation, and industry trends.
- Provided technical assistance to the Office of the Manhattan Borough President in the methodology necessary to designate New York County as a redevelopment area by the US Economic Development Administration.
- Organized the first New York County Overall Economic Development Program Committee and chaired all meetings. Developed the initial submission of the New York County Overall Economic Development Program document to the US Economic Development Administration.

**Hoffman** continued

## **Education**

### **New York University**

**Graduate School of Public Administration**  
**Master of Urban Planning, October 1976**  
New York Sea Grant Fellow

**Washington Square and University College**  
**Bachelor of Arts, June 1974 cum laude**  
Regents Scholar

**Graduate School of Business Administration: 1982-1983**

- Accounting for Management Analysis and Control
- Managing Organizational Behavior
- Business Economics
- Quantitative Methods for Business Decisions
- Problems in Financial Management
- Computer Workshop: Basic

## **Publications**

"Passaic County Business Directory," Annually from 2002 to 2016  
Division of Economic Development, Passaic County, New Jersey

"Passaic County New Jersey Film Production Resource Guide, 2005/2006 and 2012," Division  
of Economic Development, Passaic County, New Jersey

"Passaic County Economic Development Advertorial," NJBIZ, New Jersey 2001, 2004

"City of Paterson Economic Development Advertorial," Business News NJ, October 1998

## **Professional Affiliations**

**New Jersey Regional Plan Association, Member, New Jersey Advisory Committee,**  
September 1996 to Present

**Economic Development Association of New Jersey, President 2005, Member of the Board**  
**of Directors, 2001 to 2005**

**Downtown New Jersey, Vice President 2015 to present. Treasurer 2005 to 2009. Member of**  
**the Board of Directors, 2003 to Present**

**North Jersey Chamber of Commerce, Member of the Board of Directors, 2006 to 2012**

**Paterson Habitat for Humanity, Member of the Advisory Board, 2006 to Present**

**Memorial Day Nursery, Member of the Board of Trustees/Treasurer, 2000 to Present**

**Passaic County Community College Foundation Board, President of the Board 2017 to**  
**present. Member, January 2007 to Present**

**Township of Marlboro, Zoning Board of Adjustment, Member January 1999 to December**  
**2008**

## COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Duwan Bogert, Executive Director  
Telephone #: 973-569-5082

**DESCRIPTION OF RESOLUTION:** Authorization to accept the reappointment of Janet Aguilar's membership for a three (3) year term  
03/06/2018 – 03/05/2021

**PROCUREMENT SOLICITATION:**

Please see attached documents

- Resume

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS:*

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|--|-------------|
| <input type="checkbox"/> Administration & Finance                              | _____       |
| <input type="checkbox"/> Public Works / Buildings & Grounds                    | _____       |
| <input type="checkbox"/> Planning & Economic Development                       | _____       |
| <input checked="" type="checkbox"/> Health, Human Services & Community Affairs | 4/12/2018   |
| <input type="checkbox"/> Law & Public Safety                                   | _____       |
| <input type="checkbox"/> Energy  | _____       |

5. **DISTRIBUTION LIST:**

Administration  
 Finance  
 Clerk to the Board  
 Procurement

Specify: \_\_\_\_\_

# JANET AGUILAR

143 ELBERON AVE • PATERSON, NJ 07502  
 CELL (973) 930-8705 • OFFICE (973) 742-9226 EXT 7341•  
 • JANET.AGUILAR@DOL.NJ.GOV

## SUMMARY

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New Jersey Department of Labor unemployment insurance operations professional with 28 plus years of experience in, administrative law, fact finding investigations, adjudications and supervision seeking an opportunity to contribute to the success of your organization.

## SKILLS/QUALIFICATIONS

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Knowledge and enforcement of due process administrative law proceedings, Conduct digitally recorded quasi-judicial hearings in English or Spanish, Adjudications, Health and safety inspection, Employee Organization, Supervisory, Customer Relations, Staff Training and Planning, Employee Evaluations, Payroll, Inventory Control, Purchasing, , Business Communications, Consulting, Mentoring, Problem Solving, Analytical, Creative and Critical Thinking, Strong People Skills, Self-Starter.

## WORK EXPERIENCE

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*01/25/16– Present Paterson One Stop Paterson, NJ  
 Supervisor II*

- Supervise Senior UI Clerks, RCC UI clerks and UI Clerks.
- Training, scheduling, task assignments, PES and discipline.
- Monitor to ensure adequate personnel coverage at all times and staff is performing assigned tasks.
- Monitor counter claimant workload, evaluate quality of customer service and need for additional training as well as ensure adequate customer service is provided at all times.
- Coordinate with Employment Services and County WIB Agency in UI processing of Workforce Development training determinations.

*09/20/2014– 01/22/16 Union City Call-in Center Union City, NJ  
 Supervisor II*

- Supervise Senior UI Clerks, RCC UI clerks and UI Clerks.
- Training, scheduling, task assignments, PES and discipline.
- Monitor RCC CenterVu software to ensure adequate phone coverage at all times and staff is performing assigned tasks.
- Monitor calls to evaluate quality of calls and need for additional training as well as ensure adequate customer service is provided at all times.

*04/25/2011- 09/19/14 Passaic Adjudications Center Passaic, NJ*

*Unemployment Claims Examiner (Bilingual Sp/Eng)*

- Conduct digitally recorded informal quasi-judicial fact finding hearings.
- Adjudications; making determinations on eligibility for unemployment benefits.

*01/19/2010 - 04/21/2011 Passaic Appeal Tribunal Passaic, NJ*

*Appeals Examiner II ...Temporary Assignment*

- Administer the oath and preside over digitally recorded formal quasi-judicial Appeal Tribunal hearings.
- Enforce the essential elements of due process of law.
- By the preponderance of evidence; affirm, modify, remand or reverse determinations on eligibility and/or refunds made by: The Director, Division Deputies, and Claims Examiners.
- Postponements and withdrawals of appeals.

*03/19/2007-01/18/2010 Passaic Adjudications Center Passaic, NJ*

*Unemployment Claims Examiner (Bilingual Sp/Eng)*

- Conduct digitally recorded informal quasi-judicial fact finding hearings.
- Adjudications; making determinations on eligibility for unemployment benefits.

*2005-03/18/2007 Unemployment Insurance Office Paterson, NJ*

*Senior Unemployment Agent (Bilingual Sp/Eng)*

- Supervisor.
- Employee training: A300, basic monetary, customer service, I.OOPS, RCC application.
- Hourly work schedule via Excel spreadsheet.
- PIS evaluations.

*1999- 2005 Reemployment Call-in Center Union City, NJ*

*Senior Unemployment Agent (Bilingual Sp/Eng)*

- Quad supervisor
- Investigation, review, analysis evaluation and eligibility determinations of Unemployment Insurance Claims.
- Reemployment orientation, monetary and non-monetary schedule building for seven Unemployment offices in north east New Jersey.
- Monetary review and re-determinations.
- Assure accuracy in all initial, reopening, collateral unemployment claim processing.
- Initiation of wage benefits fraud investigations.
- Extensive knowledge all loops programs and DABS, Windows XP, Word 2002 and Excel 2000 RCC application and internet processing.
- Explain unemployment rights and responsibilities in English or Spanish.
- Unemployment benefits payments.

*1989-1999 Unemployment Insurance Office Paterson and Morristown, NJ  
Unemployment Agent*

Initiate request for determination of employer status via (Bc-131), after extensive loops and Alfa research, compile documentation and require claimant to provide:

- Pay stubs, W-2, business card, company invoice, billing or company letterhead and follow up of employer accounts investigation through UI-DI finance via 6-8 week day file, on inactive employer registration numbers for dummy Fein number authorization monetary calculations and affidavits.
- Monetary review and re-determinations.
- Processed monetary Affidavits on all claim type.
- New hire basic training, monetary affidavit training and accuracy review.
- Explain unemployment rights and responsibilities in English or Spanish via group orientations.
- Initial, reopening, and all collateral UI claims processing.
- Explain unemployment rights and responsibilities in English or Spanish via group orientations.
- Conduct eligibility review interviews:
- Contact employers to validate job had applications or walk-ins accepted
- Identify issues for claims examining.
- Make referrals to NJ state Employment Service office, Division of vocational rehabilitation services or other appropriate agencies.
- Basic Unemployment claims processing.
- Collateral claim processing.

#### EDUCATION

- |           |   |              |
|-----------|---|--------------|
| 2016-2016 | New Jersey Civil Service Commission   | Randolph, NJ |
| ■         | S3: Supervisor Success Series Program   |              |
| ■         | Certified Public Manager  |              |
| 2010-2010 | Newark Appeal Tribunal training   | Newark, NJ   |
| ■         | Administrative Law and Appeals Tribunal hearing due process.                                    |              |
| 2007-2007 | New Jersey Department of Labor  | Passaic, NJ  |
| ■         | Quality and Efficiency in Claims Adjudication   |              |
| 1989-2004 | New Jersey Department of Personnel Human Resource<br>Development Institute Continuing Education | Trenton, NJ  |
| ■         | Supervision 101/management training.  |              |
| ■         | Management skills for new supervisors.  |              |
| ■         | Excel 2000.   |              |
| ■         | Upgrading to windows XP, Word 2002 & Out Look 2002 for Department of Labor.                     |              |
| ■         | Dealing with difficult people.  |              |
| ■         | Valuing cultural diversity.   |              |
|           | Prevention of sexual harassment training.   |              |
| 1990-2000 | Passaic County College  | Paterson, NJ |
| ■         | Sociology   |              |

#### LANGUAGES

Fluent Bilingual Spanish and English.



## COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Duwan Bogert, Executive Director  
Telephone #: 973-569-5082

**DESCRIPTION OF RESOLUTION:** Authorization to accept Beatriz Baldwin as Lori Mangolin's replacement to continue her membership term 3/24/2017 – 3/23/2020.

**PROCUREMENT SOLICITATION:**

Please see attached documents

- Resume

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF THE REQUISITION FROM EDMUNDS:

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A REQUISITION. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. **AMOUNT OF EXPENDITURE:**

**REQUISITION #:**                      **ACCOUNT#:**

- |   |             |
|---|-------------|
| 4. <b>COMMITTEE REVIEW:</b>                         | <u>DATE</u> |
| ___ Administration & Finance                        | _____       |
| ___ Public Works / Buildings & Grounds              | _____       |
| ___ Planning & Economic Development                 | _____       |
| <b>X</b> Health, Human Services & Community Affairs | 4/12/2018   |
| ___ Law & Public Safety                             | _____       |
| ___ Energy  | _____       |

5. **DISTRIBUTION LIST:**

\_\_\_ Administration  
\_\_\_ Finance  
\_\_\_ Clerk to the Board  
\_\_\_ Procurement

Specify: \_\_\_\_\_



200 Memorial Drive, Paterson, NJ 07505  
PH 973-569-4020 - FAX 973-742-3030  
Bethany Marmolejos, Chair  
Duwan Bogert, Executive Director

**WDB Member Application**

Thank you for applying to be a member of the Workforce Development Board of Passaic County.  
(WDB)

Please complete the following information and submit it to:

**Workforce Development Board of Passaic County**  
200 Memorial Drive  
Paterson, NJ 07505  
FAX 973-742-3030

Included in this packet is a fact sheet that provides an overview of the Workforce Development Board and board member responsibilities. If you have any questions, please contact Dorothy Singletary, at 973-569-4020 or [dorothys@passaiccountynj.org](mailto:dorothys@passaiccountynj.org).

Date:

Name:           Beatriz Baldwin          

Home Address:   1187 Woodland Drive            
          East Stroudsburg, PA 18301          

Home Telephone:           N/A          

Home Fax:           N/A          

Home Email:   bbbaldwin791@gmail.com          

Cell Phone:   645-378-8267          

Place of Employment:   Goodwill Industries of Greater NY & Northern NJ          

Occupation/Position:   Senior Vice President          

Work Address:   400 Supor Boulevard          

Work Telephone:   973-474-2021          

Work Fax:   973-481-9031          

Work Email:   bbaldwin@goodwillny.org          

Do you prefer to be contacted at work X, or at home   ?



200 Memorial Drive, Paterson, NJ 07635  
PH 973-569-4020 - FAX 973-742-3030  
Bethany Marmolejos, Chair  
Duwan Bogert, Executive Director

Please answer all questions with as much pertinent information about yourself as possible. If you need more room for your answers, please attach an additional sheet of paper.

- 1. List past or present involvement in community-related activities (i.e., committees, volunteer work, boards, business organizations, chambers of commerce, etc.)

N/A

- 2. Explain your understanding of the purposes, responsibilities and services offered by the WDB.

The purpose of the Workforce Development Board is to ensure that all workforce development resources are utilized in a way that supports the economic expansion and skill development of dislocated and incumbent workers in its communities. The Workforce Development Board provide oversight to One Stop Career Centers designed to assist job seekers with obtain information of employment opportunities and providing opportunities for skill development through training and job placement. Workforce Development Boards also seek to ensure that workforce development initiatives and resources meet the needs of local businesses.

- 3. List any experiences you feel would be advantageous to the WDB.

My 18 years in workforce development has afforded me the opportunity to participate in successful industry partnerships that connected job seekers and incumbent workers to training and employment opportunities leading to career pathways in healthcare, maintenance, retail and technology. The knowledge gained from such initiatives along with experience in the development and implementation of effective programming for job seekers and incumbent workers with barriers towards employment could be used to help expand upon the Workforce Development Board's efforts to meet local labor market demands and provide a diverse set of services to its community members.

- 4. List any past experience in workforce development, economic development (e.g. Workforce Development Board membership, youth employment/training committees).

My experience in workforce development includes the following:

- Effective development and implementation of programming for over 12,000 job seekers in NYC in a six year span by providing services that included but were not limited to:

- a. Job Readiness Training focused on resume development, mock interviewing, digital literacy and career advancement.
- b. Occupational training leading to industry recognized credentials.
- c. Conducting comprehensive assessments measuring literacy and numeracy skills, interests, aptitudes and barriers towards employment.



200 Memorial Drive, Paterson, NJ 07505  
PH 973-568-4020 - FAX 973-742-3030  
Bajnany Marmolejos, Chair  
Duwan Bogert, Executive Director

- d. **Facilitating comprehensive service planning designed to assist a diverse population of job seekers and incumbent workers with pursuing education, training and/or employment opportunities leading to a career pathway.**
- e. **Provision of retention and career advancement services for employed individuals to retain employment in various sectors.**

**Goodwill's workforce development programs were ranked number one in individuals placed and retained in employment opportunities leading to 70% 30 day and 90 day retention rates.**

- **Effective implementation of a career pathways initiative leading job seekers and incumbent workers into careers in healthcare. Goodwill Industries retained the highest number of individuals completing training and obtaining industry recognized credentials while also maintaining a 60% retention rate of all students employed through the initiative.**

5. **References: Please provide two references who can attest to your ability to serve on the WDB. (Name, Address, Phone Number)**

**Katy Gauj-Stigge, CEO & President of Goodwill Industries of Greater NY & Northern NJ  
4-21 27<sup>th</sup> Avenue, Astoria, NY 11201**

**Sharmaine Williams, Senior Vice President of Workforce Development for Goodwill Industries of Greater NY and Northern NJ - NY Division**

Signature: \_\_\_\_\_

Beatriz Baldwin

1187 Woodland Drive, East Stroudsburg, PA 18301 – [bbaldwin@goodwillav.org](mailto:bbaldwin@goodwillav.org)

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### PROFESSIONAL PROFILE

A result-driven Workforce Development Professional with over 10 years experience in:

- Cultivating and managing relationships with program funders and external partners.
  - Establishing standards of performance across programs.
  - Excellent verbal and communication skills with exceptional attention to details.
  - Ensuring seamless team management and development, program delivery, quality control and evaluation.
  - Developing and implementing strategies to maximize synergy.
  - Achieving operational objectives by contributing information and recommendations to strategic plans and reviews.
- 

### BUSINESS EXPERIENCE

Goodwill Industries of Greater New York & Northern New Jersey

Harrison, NJ

Senior Vice President, 2018 – Present

- Responsible for aligning workforce and training programs with academic, industry and public sector needs.
- Responsible for developing effective partnerships with businesses and industries in the identification of training needs and the development of customized workforce solutions.
- Accountable for provision of leadership in course and programmatic design, instructional delivery and assessment activities, conducting research and analysis to evaluate viability of new and existing non-credit programs.
- Responsible for providing overall leadership for the workforce training work of Goodwill Industries' Northern NJ Division.
- Providing management oversight of all curriculum planning, program development and implementation, and program review, supervision and leadership to staff.
- Providing leadership in strategic planning for the division, budget development, and the creation and assessment of program effectiveness measures in all assigned areas.
- Serves as the agency liaison to a variety of economic and workforce training agencies, employer partner organizations, and other state, local and university committees as appropriate.
- Ensures division compliance with applicable federal, state, and local regulations, accrediting commissions, licensing requirements, and with administrative regulations.

**Program Director, 2012 – 2018**

- Demonstrated success evaluating and developing program models to expand mission services and increase performance.
- Developed performance management tools enabling managers to regularly evaluate and guide performance.
- Planned and launched a successful unprecedented youth program under the Back 2 Work contract designed to empower the lives of public assistance applicant and recipients between the ages of 16 to 24.
- Responsible for assisting with the formulation of budgets and adherence to fiscal financial plans throughout the fiscal year.
- Responsible for ensuring the delivery of high quality, person-centered services.
- Accountable for the direction and successful operation of Welfare to Work and Career Pathway Programs consistently exceeding contractual goals.

**Director of Training & Staff Development, 2006 – 2012**

- Facilitated training on internal and external tracking systems, contractual obligations and compliance requirements for over 200 staff members.
- Operated as the program liaison compliance officer to ensure that programs were compliant to HIPPA Privacy and Security Rules.
- Developed several program initiatives to enhance performance.
- Assisted with the designing of a robust paperless tracking system which brought about significant savings in expenses, manpower and administrative effort to meet file compliance requirements.

**Case Management Coordinator, 2004 - 2006**

- Responsible for overseeing 30 staff members responsible for employment assessments, Coordination of program services, and the evaluation of options available to addressing barriers towards employment for 700 to 800 job seekers.
- Conducted regular audits of program case files to ensure compliance with contractual standards.
- Participated in regular monthly meetings with the Employment & Contracts Division of the Human Resource Administration to discuss performance, program highlights and challenges.
- Assisted with identifying warning signs, defusing hostility, setting clear boundaries and the safety of staff and clients.

- Assisted with the designing of a robust paperless tracking system which brought about significant savings in expenses, manpower and administrative effort to meet file compliance requirements.

**Senior Case Manager, 2002 - 2004**

- Responsible for overseeing 10 staff members responsible for intake, employment assessments, coordination of program services, and the evaluation of options available to addressing barriers towards employment for 700 to 800 job seekers.
- Provided weekly and monthly report on the management of 70 to 80 job seekers.
- Successfully reengaged clients with multiple barriers towards employment.

**Case Manager, 2000 - 2002**

- Provided weekly and monthly reports on the management of 60 to 75 job seekers.
- Successfully facilitated orientation, intake and assessment for participating job seekers.
- Accountable for the development and upkeep of participant's schedule of activities in the program.
- Responsible for maintaining compliant case records for all program participants.

**Madison Square Navy Yard Boys & Girls Club  
Education Program Assistant, 1999 – 2000**

Brooklyn, NY

- Responsible for the developing and overseeing educational activities for 20 to 30 youth between the ages of 5-10.
- Successfully facilitated youth groups designed to provide mentorship and guidance to economically disadvantaged youth.
- Facilitated outdoor events designed to empower youth for academic success.

**Education:**

**Pacific High School**  
High School Diploma, 1996

**Brooklyn College**  
Major: Psychology  
Dates Attended: 1997 – 2000

**PROFESSIONAL DEVELOPMENT**

**Goodwill Industries International Senior Leadership Program October 2015**

**New York Association of Training & Employment Professionals NYC Advocacy Academy**

## COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Duwan Bogert, Executive Director  
Telephone #: 973-569-5082

**DESCRIPTION OF RESOLUTION:** Authorization to accept Dr. Christopher Irving as Robert Davis' replacement to continue his membership term 6/24/2016 – 6/23/2019.

**PROCUREMENT SOLICITATION:**

Please see attached documents

- Resume

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF THE REQUISITION FROM EDMUNDS:

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A REQUISITION. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. **AMOUNT OF EXPENDITURE:**

**REQUISITION #:** \_\_\_\_\_ **ACCOUNT#:** \_\_\_\_\_

4. **COMMITTEE REVIEW:**

DATE

\_\_\_ Administration & Finance

\_\_\_ Public Works / Buildings & Grounds

\_\_\_ Planning & Economic Development

Health, Human Services & Community Affairs

\_\_\_ Law & Public Safety

\_\_\_ Energy

4/12/2018

5. **DISTRIBUTION LIST:**

\_\_\_ Administration

\_\_\_ Finance

\_\_\_ Clerk to the Board

\_\_\_ Procurement

Specify: \_\_\_\_\_



## Dr. Christopher C. Irving

1090 Main St. - Paterson, NJ 07503 - [cirving@themillerinstitute.com](mailto:cirving@themillerinstitute.com)  
(H) 973-580-5890

### EDUCATION

SETON HALL UNIVERSITY, SOUTH ORANGE, NJ  
ED.D. K-12 ADMINISTRATION - JULY-2016

WILLIAM PATERSON UNIVERSITY, WAYNE, NEW JERSEY  
Masters of Arts in Public Policy and International Affairs-May 2006

RAMAPO COLLEGE OF NEW JERSEY, MAHWAH, NEW JERSEY  
Bachelor of Arts-May 2000  
Political Science

### PROFESSIONAL EXPERIENCE

EXECUTIVE DIRECTOR (ASSISTANT SUPERINTENDENT)  
WORKFORCE DEVELOPMENT & ADULT BASIC EDUCATION

JANUARY 2014 -CURRENT

- Oversee Workforce Innovation and Opportunity Act (WIOA) and Workforce New Jersey funds totaling over 18 million dollars annually from Title I, Title II, and Title IV funds by driving employment-training and innovation based on labor market need.
- Negotiate strategic partnerships and alliances, convene key stakeholders, and build and manage relationships with key stakeholders related to workforce development including local chambers of commerce, educational institutions, community and faith based organizations, private and non-profit organizations, employer trade associations, organized labor, economic development organizations, local and state government and other organizations to promote awareness and increase local involvement in workforce development.
- Serves as chief of staff to the Workforce Investment Board (WIB) Executive Committee; interfaces with the WIB chair and various WIB committee staff; keeps the WIB advised and informed of national, State and local activities which affect WIOA, the WIB and workforce development; interfaces between the WIB and the County Board of Supervisors; participates and/or staffs other community, government and private committees as directed.
- Conduct oversight of all workforce development related policy, research, analysis, and report on legislative issues and implement policy directives of the Workforce Investment Board.
- Research, develop, and write local, state, and federal grant proposals including youth initiatives, critical skills grants, faith and community based grants, and customized employer based grants.
- Set strategic direction of the Passaic County One-Stop System through the creation of a comprehensive five year annual workforce development plan.
- Create forums for analyzing and discussing critical workforce issues to determine the best implementation strategies based on data driven pedagogy.
- Partner with State and Local elected officials to ensure the WIB's efforts are aligned with county, regional, and federal goals.

**CONSULTANT****PASSAIC COUNTY ONE STOP – WORKFORCE DEVELOPMENT DEPT.****JANUARY 2013 - JANUARY 2014**

- Serve as liaison between the Passaic County One Stop and community based organizations in Passaic County
- Responsible for the creation and development of a grant writing/capacity building programs for faith based and community organizations
- Charged with the task of creating re-organizational plan including realignment of budget, staffing, professional development, and training
- Established memorandums of understanding with the Access Point Resource Program and Paterson Public Schools in order to create One Stop extension services
- Conducts labor market analysis to better assess labor demand and to advocate for employer and job-seeker needs.

**EXECUTIVE DIRECTOR & CEO****THE MILLER INSTITUTE FOR LEADERSHIP AND DIVERSITY****JUNE 2007 - DECEMBER 2014**

- Serve as supervisor of three full time staff positions and five independent contractors
- Responsible for securing funding for the Martin Luther King Youth Empowerment Conference
- Responsible for the creation and implementation of all leadership and diversity training programming and curriculum
- Conduct trainings with clients on customized topics relating to leadership, mediation, team-building, conflict resolution, sexual assault, college transitions, gender issues, racism, and bias prevention
- Responsible for all sales and marketing initiatives
- Report regularly to Board of Directors all functions of the organization

**DIRECTOR OF STUDENT DEVELOPMENT PROGRAMMING****SETON HALL UNIVERSITY****JULY 2006 – JULY 2008**

- Advise the Student Activities Board (SAB), supervise the Women's Resource Center staff, coordinate weekend programming, and the Metro SHU program
- Provide a professional presence at human relations events including those that occur during evening hours
- Communicate with artist and vendors on contract negotiations
- Develop written and on-line communication for on campus involvement/programming/human relations/external students
- Develop and implement all activities pertaining to Welcome/Orientation Week
- Chair of Welcome Week Steering Committee
- Serve as a member of the University Male retention initiative subcommittee
- Budget/Account manager for Student Activities and Women's Resource Center

**TEACHING/INSTRUCTING EXPERIENCE****ADJUNCT PROFESSOR – AFRICANA STUDIES****WILLIAM PATERSON UNIVERSITY****SPRING 2014 – CURRENT**

- Instruct students in the critical analysis of the subjects of Africana Studies
- Instructor for Racism and Mass Media Section I
- Instructor for Hip Hop in America
- Created course lesson plan/syllabus
- Meet regularly with department chair on status of course

**FORD TEACHING FELLOW – HISTORY****WESTCHESTER COMMUNITY COLLEGE****FALL 2011– MAY 2011**

- Served as Teaching Fellow for the courses of Intro to Political Science & US History I
- Met weekly with faculty mentor to discuss program in the program
- Conducted four observations of faculty mentor in the Spring and Fall semesters

**ADJUNCT PROFESSOR – POLITICAL SCIENCE & HISTORY**

WESTCHESTER COMMUNITY COLLEGE

FALL 2009 – MAY 2011

- Instruct students in the critical analysis of the subjects of World Politics, Intro to American Government, Municipal Governance, US History 1 & 2
- Created course lesson plan/syllabus
- Meet regularly with department chair on status of course

**ADJUNCT PROFESSOR – HISTORY & AFRICANA STUDIES**

SETON HALL UNIVERSITY

FALL 2008 – CURRENT

- Instruct students in the critical analysis of the subjects of History and Africana Studies
- Created course lesson plan/syllabus
- Meet regularly with department chair in a effort to increase student involvement
- Serve on department Africana Studies committee
- Faculty Chair for creation of "Hip Hop in America" course

**INSTRUCTOR - FRESHMEN SEMINAR**

SETON HALL UNIVERSITY

FALL 2007

- Designed and implemented course topic relevant to first year experience for class of 25 students
- Created course lesson plan/syllabus
- Assisted students in developing academic and personal skills through various lectures, teambuilding and group activities

**PUBLIC SERVICE/ ELECTED OFFICE**

---

**CO-CHAIR EDUCATION TRANSITION**

OFFICE OF THE GOVERNOR- ELECT

NOVEMBER 2017 – PRESENT

- Convene with education express to discuss the strategic vision of the 2018 Phil Murphy administration
- Worked to create an educational access plan for all districts in the State of New Jersey
- Co-Chair of K-12 subcommittee

**COMMISSIONER**

PATERSON BOARD OF EDUCATION

APRIL 2010 – PRESENT

- Convene twice a month to draft and pass policies to better students in Paterson, NJ
- Work with community organizations and interest groups to support public education
- Chair of the Legal Committee

**Research**

---

Irving, C. New Jersey Anti-Bullying Bill of Rights Act: Perceptions of High School Administrators on Implementing the Law. Doctoral Dissertation. Seton Hall University. 2016

Irving, C. A Case Study of the Civil War in Sierra Leone Africa. *Masters Thesis*. William Paterson University. 2007

Irving, C. Charles Taylor and Liberia: Resource War in West Africa. William Paterson University 2004

Irving, C. Abortion Policies in the United States and Sweden: A Comparative Assessment. *Working Paper*. William Paterson University 2005

Irving, C. *The New South Africa: Progression After Apartheid. Abroad Research Study.* University of Cape Town & University of Western Cape. South Africa 2003

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180325

PROFESSIONAL REFERENCES

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Benjie Wimberly  
NJ State Assemblyman  
191 Market St  
Paterson, NJ  
973-768-2016

Dr. Daniel Jean  
Executive Director of EOF  
Montclair State University  
1 Normal Ave  
Montclair, New Jersey 07043  
201-532-2353

Eileen Shafer  
Superintendent of Schools  
Paterson  
90 Delaware Ave  
Paterson, NJ 07503  
973-332-6561

Aubrey Johnson  
Superintendent of Schools  
New Brunswick  
268 Baldwin St, New Brunswick, NJ 08901  
347-432-8689

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Pasquale "Pat" Lepore

401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

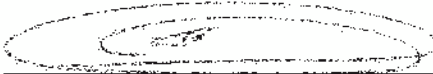
Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

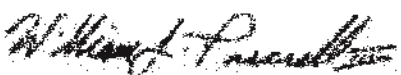
Agenda: RESOLUTION AUTHORIZING THE SPENDING APPROVAL FOR THE DIVISION OF WEATHERIZATION, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
WEATHERIZATION

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Human Services  
COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20180326</b>							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-21							
CAF #	G-01-41-707-018-213							
Purchase Req. #								
Result	Adopted							
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>	<b>RECU.</b>
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION AUTHORIZING THE SPENDING APPROVAL FOR  
THE DIVISION OF WEATHERIZATION**

**WHEREAS** the Department of Weatherization is requesting an expenditure Resolution for R-2018-0137 dated February 27, 2018; and

**WHEREAS** by way of background, the Division of Weatherization accepted a grant from the New Jersey Department of Community Affairs via R-2018-0137 (2/27/18), Grant Agreement 2018-05124-0267-00; and

**WHEREAS** the contractors to be utilized, TM ADAMS, KEELY PLUMBING AND HEATING, DIVINE ENERGY SOLUTIONS, CPC, AND TM BRENNAN were obtained by the Passaic County Division of Weatherization via public solicitation RFP-17-013 and awarded by resolution R-2017-0864 dated October 10, 2017; and

**WHEREAS** a certification is attached hereto indicating that funds are available for the within contemplated expenditure;

**NOW THEREFORE BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the Director and Clerk and any other County Official to execute the necessary agreements accordingly.

JDP:lc

Dated: April 24, 2018



## GRANT APPLICATION REQUEST FORM

1. **Grant Title:** Heating Improvement Program (HIP) 2018

2. **Funding Source:**  Federal  State  Other : \_\_\_\_\_

3. **Description of Grant:**

The Division of Weatherization is requesting an expenditure Resolution for R-2018-0137 dated February 27, 2018. The proposed purpose of this resolution is to authorize the spending approval for the Division of Weatherization:

• WHEREAS the contractors to be utilized, TM Adams, Keelley Plumbing and Heating, Divine Energy Solutions, CPC, and TM Brennan were obtained by the Passaic County Division of Weatherization via public solicitation RFP-17-013 and awarded by resolution R-2017-0884 dated 10/10/2017

• WHEREAS a Certification of Funds will be issued by the CFO/Treasurer.

4. **Grant Period:** From 1/1/2018 To 12/31/2018

5. **Amount Requested:** \$ 313,329.00

6. **Is a dollar match required? :**  Yes  No

7. **If yes, how much? :** \$ \_\_\_\_\_

8. **Is the match:**  Monetary  In-Kind (Identify): \_\_\_\_\_

9. **Account #:** Pending the Chapter 159

10. **Is this a:**  New Program  Existing Program  Amendment

11. **Grant Administrator (Name/Title/ Department):**

Kevin Batacchi, Director, Weatherization and Home Energy Division - Department of Senior Services

Introduced on: April 24, 2018  
 Adopted on: April 24, 2018  
 Official Resolution#: R20180326



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
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Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION TO APPLY AND ACCEPT GRANT FUNDING IN THE AMOUNT OF \$32,000 THE NEW JERSEY DEPARTMENT OF HUMAN SERVICES, DIVISION OF AGING SERVICES FOR THE PERIOD OF APRIL 1, 2018 THROUGH MARCH 31, 2019 TO CARRY OUT THE STATE HEALTH INSURANCE PROGRAM (SHIP) THROUGH THE DEPARTMENT OF SENIOR SERVICES, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

WEATHERIZATION

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Human Services

COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20180327</b>							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-22							
CAF #								
Purchase Req. #								
Result	Adopted							
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>	<b>RECU.</b>
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION TO APPLY AND ACCEPT GRANT FUNDING IN THE  
AMOUNT OF \$32,000 THE NEW JERSEY DEPARTMENT OF  
HUMAN SERVICES, DIVISION OF AGING SERVICES FOR THE  
PERIOD OF APRIL 1, 2018 THROUGH MARCH 31, 2019 TO  
CARRY OUT THE STATE HEALTH INSURANCE PROGRAM (SHIP)  
THROUGH THE DEPARTMENT OF SENIOR SERVICES**

**WHEREAS** the Department of Senior Services is desirous of applying and accepting funds in the amount of \$32,000 for the period of April 1, 2018 through March 31, 2019 which is available at this time to carry out a program to provide free, unbiased information and counseling on Medicare, Medicare supplements, long-term insurance, Medicare Advantage and Prescription Plans, assistance with health insurance forms claims, and appeals; informed referrals; and consumer education presentations; and

**WHEREAS** these funds for said agreement are set forth in the attached Standardized Board Resolution Form and has been recommended by the County's Area Aging Director and was reviewed and recommended for approval by the Freeholder Human Services Committee on April 12, 2018;

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic, that pursuant to the terms and conditions set forth above in the aforementioned 2018 Grant Notice, the Freeholder Director, Clerk to the Board, and Aging Executive Director be, and they hereby are, authorized to execute the aforesaid Grant Standardized Board Resolution Form for Grant Notice DOAS18-SHF007 for Contract Period April 1, 2018 to March 31, 2019 between the County of Passaic, Department of Senior Services and State Department of Human Services, Division of Aging Services.



## RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Samuel Yodice  
**Telephone #:** (973) 569-4070

**DESCRIPTION OF RESOLUTION:**

Resolution authorizing the application and acceptance of grant funds int the amount of \$32,000 from the New Jersey Department of Human Services, Division of Aging Services; for the period of April 1, 2018 through March 31, 2019 to carry out the State Health Insurance Program (SHIP) through the Department of Senior Services.

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A *REQUISITION*. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. **AMOUNT OF EXPENDITURE:** \$ 0  
**REQUISITION #** N/A  
**ACCOUNT #** N/A

4. **METHOD OF PROCUREMENT:**

RFP       RFQ       Bid

Other: \_\_\_\_\_

5. **COMMITTEE REVIEW:**

**DATE:**

Administration & Finance

\_\_\_\_\_

Budget

\_\_\_\_\_

Health

\_\_\_\_\_

Human Services

4/12/18

Law & Public Safety

\_\_\_\_\_

Planning & Economic Development

\_\_\_\_\_

Public Works

\_\_\_\_\_

6. **DISTRIBUTION LIST:**

Administration       Finance       Counsel

Clerk to the Board       Procurement

Introduced on: April 24, 2018 Other: \_\_\_\_\_  
 Adopted on: April 24, 2018  
 Official Resolution#: R20180327



## GRANT APPLICATION REQUEST FORM

1. **Grant Title:** State Health Insurance Assistance Program (SHIP) 2018
  
2. **Funding Source:**  Federal  State  Other : \_\_\_\_\_
  
3. **Description of Grant:**  
 The purpose of New Jersey State Health Insurance Assistance Program (SHIP) provides free help to New Jersey Medicare beneficiaries who have problems with, or questions about their health insurance. Trained counselors are to provide services to Medicare beneficiaries of all ages.
  
4. **Grant Period:** From 4/01/2018 To 3/31/2019
  
5. **Amount Requested:** \$ 32,000
  
6. **Is a dollar match required? :**  Yes  No
  
7. **If yes, how much? :** \$ \_\_\_\_\_
  
8. **Is the match:**  Monetary  In-Kind (Identify): \_\_\_\_\_
  
9. **Account #:** \_\_\_\_\_
  
10. **Is this a:**  New Program  Existing Program  Amendment
  
11. **Grant Administrator (Name/Title/ Department):**

Policy Circular P1.06

State of New Jersey  
Department of Human Services

**SUBJECT:** Standardized Board Resolution Form

**EFFECTIVE:** This policy shall become effective August 1, 2009.

**PROMULGATED:** July 20, 2009

**SUPERCEDES:** Standardized Board Resolution Form, promulgated November 21, 2007

**PURPOSE:** The purpose of this policy circular is to standardize the content of the Provider Agency Board Resolutions across all Department of Human Services (DHS) Departmental Components to assure that all of the required obligations are identified and committed to by the Provider Agency Board.

I. SCOPE

This policy circular applies to all DHS Third Party incorporated contracted Provider Agencies, Universities/Colleges and for-profit organizations.

II. POLICY

Periodically Boards of Directors in conducting the business of their organizations attest to their actions or decisions by way of written resolutions. The DHS requires Contract Providers to complete and file the attached standard board resolution when executing a DHS Third Party Social Service Contract.

A. Requirements for completion, updating and submission

The Attachment I, Page 1 is to be completed by the Agency and the same for Attachment II.

When any changes occur which would affect the contents of the form, the Board is to convene and complete a new Board

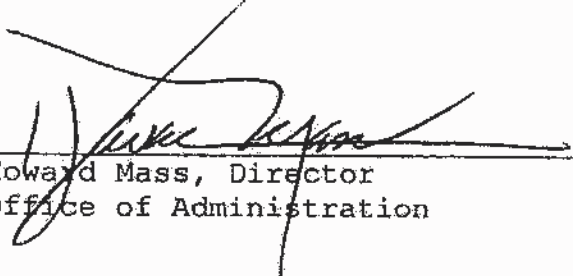
Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180327

P1.06

Resolution and submit it to the Departmental Component within 10 business days of the change unless otherwise specified in the DHS policy.

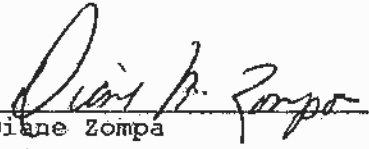
The completed form is to be returned to the Departmental Component with all other required contract documents as part of the contract package. (See Policy Circular P1.01, Documents and Conditions Required for Processing, Executing and Documenting a DHS Third Party Contract.)

Issued by:



---

Howard Mass, Director  
Office of Administration



---

Diane Zompa  
Chief of Staff  
Department of Human Services

STANDARDIZED BOARD RESOLUTION

The Board endorses the following commitments as defined in this document:

1. Health Insurance Portability and Accountability Act (HIPAA)\*

Specific to HIPAA (Health Insurance Portability and Accountability Act), the above noted Provider Agency is either (check A or B):

- A) a covered entity (as defined in 45 CFR 160.103)
- B) a non-covered entity and has executed a DHS Business Associate Agreement (BAA) last dated \_\_\_\_\_.
- C) a non-covered entity that will not be receiving or sharing personal health information.

Once executed, the BAA will be included in the Departmental Component's official contract file. The BAA *will be considered applicable indefinitely* unless there is a change in the Provider Agency's status, information or the content of the BAA, in which case it is the responsibility of the contracted Provider Agency to revise the BAA.

The Board agrees that if there is *any change* in their BAA Status the Departmental Component will be immediately notified and the appropriate information provided within 10 business days.

**\* This section is not applicable for DCF Office of Education Contracts.**

2. Legal Advice

The Board acknowledges that the Department of Human Services does not and will not provide legal advice regarding the contract or about any facet of the relationship between the Department of Human Services and the Provider Agency. The Board further acknowledges that any and all legal advice must be sought from the Provider Agency's own attorneys and not from the Department of Human Services.

DEPARTMENT OF HUMAN SERVICES (DHS)

Standardized Board Resolution Form

Supporting Information for Contract # DOAS18SHF007 for Contract

Period April 1, 2018 to March 31, 2019

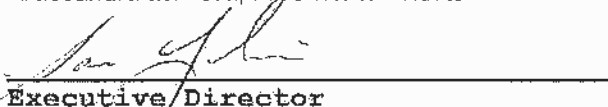
Agency: Passaic County Department of Senior Services, Disability and Veterans Affairs

**Certification:**

We certify that the information contained in, or included with, this contract document is accurate and complete.

  
Chairperson, Board of Directors  
Cassandra Lazzara, Freeholder Director

3/27/18  
Date

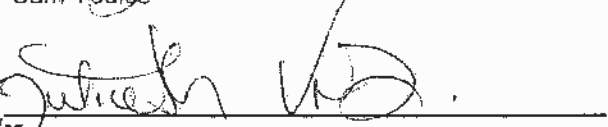
  
Executive Director  
Sam Yodice, Executive Director

3/27/18  
Date

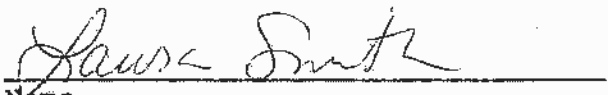
Authorized Signatories for Contract documents, checks and invoices are: (List full name and title) (add additional pages, if needed)

  
Name  
Sam Yodice

Executive Director  
Title

  
Name  
Julieth Villegas

Fiscal Manager  
Title

  
Name  
Laura Smith

Program Coordinator  
Title



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Pasquale "Pat" Lepore

401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION CONSENTING TO ORDINANCE NO. 18-021 BY THE CITY OF PATERSON WHICH RELOCATES AN EXISTING BUS STOP ON WESTBOUND 5TH AVENUE AT EAST 24TH STREET FROM A FAR-SIDE STOP TO A NEAR-SIDE STOP, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

---

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works

COMMITTEE NAME

Official Resolution#	R20180328							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-23							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

Res. Pg: k-23-2

**RESOLUTION CONSENTING TO ORDINANCE NO. 18-021 BY  
THE CITY OF PATERSON WHICH RELOCATES AN EXISTING  
BUS STOP ON WESTBOUND 5<sup>TH</sup> AVENUE AT EAST 24<sup>TH</sup> STREET  
FROM A FAR-SIDE STOP TO A NEAR-SIDE STOP**

**WHEREAS** the City of Paterson adopted Ordinance 18-021 which relocates the existing bus stop on westbound 5<sup>th</sup> Avenue at East 24<sup>th</sup> Street from a far-side stop to a near-side stop (Ordinance attached hereto and made part hereof); and

**WHEREAS** the County of Passaic is in receipt of a request for a consenting Resolution in light of the fact that 5<sup>th</sup> Avenue is a County road; and

**WHEREAS** said Resolution was discussed at the April 11, 2018 Public Works and Buildings & Grounds Committee meeting and recommended to the full Board for approval; and

**WHEREAS** based upon the recommendation of the said Committee, the Board of Chosen Freeholders of the County of Passaic is desirous of adopting a consenting Resolution relocating the existing bus stop on westbound 5<sup>th</sup> Avenue at East 24<sup>th</sup> Street from a far-side stop to a near-side stop.

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that, pursuant to the terms and conditions set forth above, it does hereby consent to a Resolution as referenced above and in the attached letter from the County Traffic Engineer dated April 12, 2018.

April 24, 2018



# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

Res-Pg:k.23-3

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Steven J. Edmond, P.E.  
County Engineer

April 12, 2018

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

Board of Chosen Freeholders  
401 Grand Street  
Paterson, NJ 07505

Re: *City of Paterson - Ordinance No. 18-021*  
Relocate Bus Stop on 5<sup>th</sup> Ave at East 24<sup>th</sup> Street

Dear Members of the Board:

Our office recently received from the City of Paterson the final copy of the referenced Ordinance. It relocates the existing bus stop on westbound 5<sup>th</sup> Avenue at East 24<sup>th</sup> Street, from a far-side stop, to a near-side stop.

This Ordinance was reviewed and recommended for approval at the April 11, 2018 Public Works Committee meeting. Based upon the above, it is my recommendation that the Board of Chosen Freeholders adopt a consenting Resolution, provided the cost and maintenance of all signs and equipment be borne by the City of Paterson.

Very truly yours,

A handwritten signature in black ink, appearing to read "Charles Silverstein".

Charles Silverstein, P.E.  
County Traffic Engineer

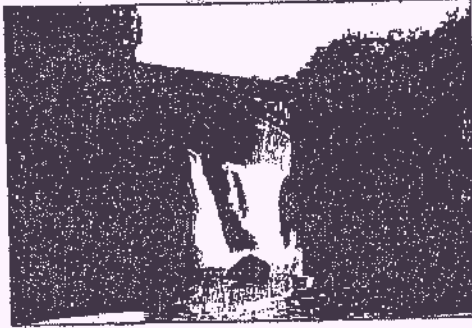
CSS/si  
Attachment

cc: County Administrator  
County Counsel  
PWC Chair

# Office of the City Clerk

FILE Res-Pg:k.23-4

SONIA L. GORDON, RMC  
City Clerk



CITY HALL - 3RD FLOOR  
155 MARKET STREET  
PATERSON, NEW JERSEY 07505

OFFICE: (973) 321-1310  
FAX: (973) 321-1311

March 20, 2018

Honorable Cassandra "Sandi" Lazzara, Freeholder Director  
Passaic County Board of Chosen Freeholders  
Passaic County Administration Building  
401 Grand Street, Room #223  
Paterson, NJ 07505

Dear Freeholder Lazzara:

At the Regular Meeting of the Paterson Municipal Council held on March 13, 2018, the following Ordinance was adopted which requires the Board of Freeholders to adopt a Concurring Resolution:

- Ordinance to amend Ordinance No. 17-064 to relocate Bus Stops on 5<sup>th</sup> Avenue between East 24<sup>th</sup> Street and East 23<sup>rd</sup> Street.

Enclosed, please find a certified copy of this Ordinance. Kindly forward a certified copy of the Resolution upon adoption by the Board of Freeholders.

Please call my office and speak to Ms. Gloria Rodriguez if you have questions at 973-321-1250.

Sincerely,  
*S. Gordon*  
Sonia L. Gordon  
City Clerk

- SLG/gr  
Enc.
- Cc: Honorable Ruby N. Council President  
Honorable Luis Velez, Council Vice President  
Honorable Municipal Council Members  
Nellie Pou, Business Administrator  
Domenick Stampone, Esq., Corporation Counsel  
Manny Ojeda, Director Department of Public Works  
Hongchao Yu, Traffic Engineer  
Steven Edmond, County Engineer

18 MAR 27 PM 6:14  
COUNTY ENGINEERING DEPARTMENT

COUNTY SEAT OF PASSAIC COUNTY - RANKS THIRD IN POPULATION IN THE STATE  
OLDEST INDUSTRIAL CITY IN THE UNITED STATES

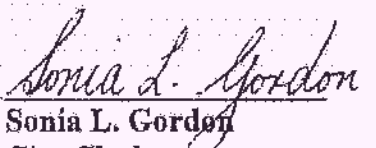
**CERTIFICATION**

I, **Sonia L. Gordon**, City Clerk to the City of Paterson and to the CITY COUNCIL of said City, DO HEREBY CERTIFY that the attached is a true copy of: **"ORDINANCE TO AMEND ORDINANCE NO. 17-064 TO RELOCATE BUS STOPS ON 5<sup>TH</sup> AVENUE BETWEEN EAST 24<sup>TH</sup> STREET AND EAST 23<sup>RD</sup> STREET."**

Adopted by the said Council on **March 13, 2018** as copied from and compared with the original now remaining on file in my office.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and affixed the seal of the City of Paterson, this **22<sup>ND</sup>** day of **March**, Two Thousand and **Eighteen**.

Seal

  
**Sonia L. Gordon**  
City Clerk

Ordinance of the City of Paterson, N.J. Res-Pg:k.23-6

No. 13 1st Reading No. 18-021  
No. 2 Public Hearing (2nd Rdg. & Final Passage)  
Division

Date March 13, 2018  
Date to Mayor March 14, 2018  
Date Returned March 15, 2018  
Date Submitted to Council February 27, 2018

TITLE: ORDINANCE TO AMEND ORDINANCE NO: 17-064  
TO RELOCATE BUS STOPS ON 5TH AVENUE  
BETWEEN EAST 24TH STREET AND EAST 23RD  
STREET

Factual Contents Certified to By [Signature] 3/6/18  
Title Date  
Approved As To Form and Legality of Basis of Facts Set Forth [Signature] 3/6/18  
Date  
CORPORATION COUNSEL

(DPW.ord.busstop.reloacd.5th Avenue.1.29.18)

COUNCILPERSON MARIIZA DAVILA

Moved the Following Ordinance:

WHEREAS, The City of Paterson and New Jersey Transit seek to make changes to a bus stop at 351 5th Avenue due to reasons such as bus stop additions; and

WHEREAS, to optimize the bus operation impacted by the fore-mentioned bus stop relocation, the existing bus stops in close proximity need to be relocated accordingly; and

WHEREAS, N.J.S.A. 39:4-197(3) (a) authorizes a municipality to enact a resolution or ordinance addressing the designation of bus stops; and

WHEREAS, the field investigation justified the relocation of the bus stops and is therefore so recommended by the Department of Public Works.

NOW, THEREFORE, BE IT ORDAINED BY THE MUNICIPAL COUNCIL OF THE CITY OF PATERSON, as follows:

SECTION 1. Pursuant to N.J.S.A. 39:4-197(3)(a), the following described locations herewith are DELETED from the list of bus stops in the prior resolution:

County Road  
Along 5th Avenue, westbound on the northerly side there at:  
Between East 24th Street and East 23rd Street – Far Side  
Beginning at the westerly curblineline of East 24th Street and extending 100 feet westerly therefrom.

SECTION 2. Pursuant to N.J.S.A. 39:4-197(3) (a), the following described locations herewith are ADDED to the list of bus stops in the prior resolution:

County Road  
Along 5th Avenue westbound on the northerly side there at:  
East 24th Street – Near side  
Beginning at the easterly curb line of East 24th Street and extending 105 feet [westerly] easterly therefrom.

SECTION 3. Unless another penalty is expressly provided by state law, including but not limited to N.J.S.A. 39:4-203, any person convicted of a violation of this ordinance or any supplement thereto, shall be liable to a penalty of not less than fifty (\$50.00) dollars or more than two hundred (\$200.00) dollars or imprisonment for a term not exceeding fifteen (15) days or both.

SECTION 4. The Director of the Department of Public Works or the Director's designee is hereby directed to erect and maintain the regulatory signs as required by law, and the effectiveness of this ordinance is contingent upon such signs being erected.

SECTION 5. All ordinances or portions of ordinances inconsistent herewith are repealed to the extent of such inconsistency only.

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180328

**ORDINANCE TO AMEND ORDINANCE NO: 17-064  
TO RELOCATE BUS STOPS ON 5<sup>TH</sup> AVENUE  
BETWEEN EAST 24TH STREET AND EAST 23RD  
STREET**

**SECTION 6.** If any part of this ordinance shall be declared to be invalid or inoperative, such part shall be deemed severable and the invalidity thereof shall not affect the remaining parts of this ordinance.

**SECTION 7.** This ordinance shall take effect upon passage, approval and publication as required by law, subject to passage of a concurring ordinance or resolution by the Passaic County Board of Chosen Freeholders.

**SECTION 8.** The City Clerk shall have this Ordinance codified and incorporated in the official copies of the Paterson Code, but non-codification shall in no way affect the validity of the Ordinance.

**SECTION 9.** The City Clerk and the Corporation Counsel may change any chapter numbers, article numbers and section numbers if codification of this Ordinance reveals a conflict between those numbers and the existing Code, in order to avoid confusion and possible accidental repealers of existing provisions.

**SECTION 10.** The City Clerk and the Corporation Counsel may correct any clerical errors in the printing, publication and codification of this Ordinance, provided both concur with the correction being made and both certify in writing to the Municipal Council as to the specifics of the clerical correction no later than seven (7) days before the correction is made, or, where a legal deadline for publication applies, no later than the date of the next Regular Meeting. The said certifications shall also be prominently posted no later than the date of the next regular meeting, and thereafter shall be annexed to the corrected original Ordinance and retained by the City Clerk.

**SECTION 11.** That all or parts of the prior resolutions which are inconsistent with this Ordinance are hereby repealed.

**STATEMENT OF PURPOSE**

The purpose of this Ordinance is to relocate a bus stop on 5th Avenue between East 24th Street and East 23rd Street.

SECONDED BY COUNCILPERSON . ANDRE SAYEGH / LUIS VELEZ . . . . .

*Do Not Use Space Below This Line*

RECORD OF COUNCIL VOTE ON FINAL PASSAGE	AYE	NAY	ABSTAIN	ABSENT
1. COTTON, RUBY N.	X			
2. DAVILA, MARITZA	X			
3. JACKSON, MICHAEL	X			
4. KHALIQUE, SHAHIN	X			
5. McKOY, WILLIAM C.	X			
6. MENDEZ, DOMINGO A.	X			
7. MORRIS, KENNETH	X			
8. SAYEGH, ANDRÉ	X			
9. VELEZ, LUIS	X			

Adopted on first reading at a meeting of the Council of the City of Paterson, N.J., on February 27, 2018, . . . . . Adopted on

second and final reading after hearing on March 13, 2018.

Approved by [Signature] Reconsidered  
 Proposed By WILLIAMS-WARREN Mayor By Council

[Signature] Council President [Signature] City Clerk  
 RUBY N. COTTON SONIA L. GORDON

Introduced on: April 24, 2018

Adopted on: April 24, 2018

Official Resolutions: 18-19429 adopted must remain in the custody of the City Clerk. Certified copies are available.

USE REVERSE SIDE FOR POSTPONEMENT AND RECONSIDERATION DATA

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
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401 Grand Street  
Paterson, New Jersey 07505  
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Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION FOR AWARD OF CONTRACT TO COLONNELLI BROTHERS, INC. AS IT PERTAINS TO THE HIGHLANDS PRESERVE PEDESTRIAN FOOTBRIDGE OVER THE COOLEY BROOK IN THE TOWNSHIP OF WEST MILFORD, NEW JERSEY AS PER BID, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

---

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works

COMMITTEE NAME

Official Resolution#	R20180329							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-24							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018



Res. Pg. k.24-2

**RESOLUTION FOR AWARD OF CONTRACT TO COLONNELLI  
BROTHERS, INC. AS IT PERTAINS TO THE HIGHLANDS  
PRESERVE PEDESTRIAN FOOTBRIDGE OVER THE COOLEY  
BROOK IN THE TOWNSHIP OF WEST MILFORD, NEW JERSEY  
AS PER BID**

**WHEREAS** bids for the Highlands Preserve Pedestrian Footbridge over the Cooley Brook in the Township of West Milford, New Jersey were received on April 5, 2018; and

**WHEREAS** the bids were reviewed and tabulated by the Office of the Passaic County Engineer; and

**WHEREAS** Colonnelli Brothers, Inc. submitted a bid for the above-mentioned project and the County Engineer has recommended an award in the sum of \$44,820.00 as per the terms of the attached letter dated April 12, 2018 as the lowest responsible bidder; and

**WHEREAS** this matter was discussed by members of the Public Works and Buildings & Grounds Committee at their meeting on April 11, 2018 and recommended to the full Board for approval; and

**WHEREAS** a certification is attached hereto to the effect that funds for the within contemplated expenditure are available; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby awards a contract for the Highlands Preserve Pedestrian Footbridge over the Cooley Brook in the Township of West Milford, NJ as noted above to Colonnelli Brothers, Inc. in the amount of \$44,820.00; and

**BE IT FURTHER RESOLVED** that the Director, Clerk of the Board and County Counsel are authorized to execute all necessary documents on behalf of Passaic County.

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$44,820.00

APPROPRIATION: \$12,784.16 – O-16-56-770-003-603  
\$ 4,274.07 – O-17-56-635-001-602  
\$19,057.84 - O-17-56-660-001-602  
\$ 8,703.93 - C-04-55-153-001-904

PURPOSE: Resolution for award of contract to Colonnelli Brothers, Inc. as it pertains to the Highlands Preserve Pedestrian Footbridge over the Cooley Brook In the Township of West Milford, New Jersey.

  
Richard Cahill, Chief Financial Officer

DATED: April 24, 2018



# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Steven J. Edmond, P.E.  
County Engineer

April 12, 2018

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

Board of Chosen Freeholders  
Passaic County Administration Building  
401 Grand Street  
Paterson, New Jersey 07505

Re: Highlands Preserve Pedestrian Footbridge over the Cooley Brook  
West Milford  
**Award of Contract**

Members of the Board:

The County of Passaic received bids for the Highlands Preserve Pedestrian Footbridge over the Cooley Brook on April 5, 2018.

A total of 4 responsive bids were received from 4 qualified bidders with the following results:

Colonelli Brothers, Inc.	Hackensack, NJ	\$ 44,820.00
CMS Construction, Inc.	Plainfield, NJ	\$ 91,350.00
ReiVax Contracting	Newark, NJ	\$191,719.00
Grove Contracting	Verona, NJ	\$227,000.00
Engineer's Estimate		\$ 45,000.00

Based on the above analysis of the bids, I respectfully recommend that the Board of Chosen Freeholders enact a Resolution awarding a contract for the construction of **Highlands Preserve Pedestrian Footbridge over the Cooley Brook**, to the lowest responsible bidder, **Colonelli Brothers, Inc. 409 South River Street, Hackensack, NJ 07607**, in the amount of **\$44,820.00 (Forty Four Thousand Eight Hundred Twenty Dollars and Zero Cents)**.

This bid was reviewed by the Public Works Committee at its meeting of April 11, 2018 and recommended for approval.

Very truly yours

Timothy R. Mettlen, P.E.  
Assistant County Engineer

Attachment  
SJE:trm

cc: Public Works Committee, Chair  
County Administrator

County Counsel  
Director of Finance

Introduced on: ~~April 24, 2018~~ **April 24, 2018**  
Adopted on: **April 24, 2018**  
Official Resolution#: **R20180329**



# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Steven J. Edmond, P.E.  
County Engineer

April 12, 2018

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

Board of Chosen Freeholders  
Passaic County Administration Building  
401 Grand Street  
Paterson, New Jersey 07505

Re: Highlands Preserve Pedestrian Footbridge over the Cooley Brook  
West Milford  
**Award of Contract**

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This bid was reviewed by the Public Works Committee at its meeting of April 11, 2018 and recommended for approval.

Very truly yours

Timothy R. Mettlen, P.E.  
Assistant County Engineer

Attachment  
SJE:trm

cc: Public Works Committee, Chair  
County Administrator

County Counsel  
Director of Finance

Introduced on: ~~April 24, 2018~~ **April 24, 2018**  
Adopted on: **April 24, 2018**  
Official Resolution#: **R20180329**

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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Anthony J. De Nova III  
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William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AWARDDING CONTRACT TO ATI MECHANICAL & ELECTRICAL CONSULTING ENGINEERS FOR DESIGN SERVICES AND CONSTRUCTION ADMINISTRATION FOR THE INSTALLATION OF A NEW GENERATOR AT THE PASSAIC COUNTY PARKS DEPARTMENT FUEL DEPOT AND MAINTENANCE BUILDING IN THE TOWNSHIP OF WAYNE, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works

COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20180330</b>							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-25							
CAF #								
Purchase Req. #								
Result	Adopted							
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>	<b>RECU.</b>
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION AWARDING CONTRACT TO ATI MECHANICAL & ELECTRICAL CONSULTING ENGINEERS FOR DESIGN SERVICES AND CONSTRUCTION ADMINISTRATION FOR THE INSTALLATION OF A NEW GENERATOR AT THE PASSAIC COUNTY PARKS DEPARTMENT FUEL DEPOT AND MAINTENANCE BUILDING IN THE TOWNSHIP OF WAYNE, NEW JERSEY**

**WHEREAS** there exists a need for Professional Consultant Design Services and Construction Administration Services relating to the installation of a new generator at the Passaic County Parks Department fuel depot and maintenance building in the Township of Wayne, NJ; and

**WHEREAS** ATI (Associated Technology, Inc.) Mechanical & Electrical Consulting Engineers, 695 Route 46 West, Suite 102, Fairfield, NJ 07004 has submitted a proposal dated March 27, 2018 for the necessary consulting services to be provided for a fee of \$27,500.00 which is being recommended by the Passaic County Engineer in a letter to the Board dated April 12, 2018, a copy of which is attached hereto and made a part hereof; and

**WHEREAS** the aforesaid proposal was reviewed and discussed by the Public Works and Buildings & Grounds Committee meeting of April 11, 2018 and recommended to the full Board for approval; and

**WHEREAS** the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., requires that the resolution authorizing the award of contract for "Professional Services" without competitive bids and the contracts itself must be available for public inspection; and

**WHEREAS** said ATI Mechanical & Consulting Engineers has been qualified as a pool professional engineer/architect in a "Fair

and Open” procedure pursuant to the resolution of the Board of Chosen Freeholders of the County of Passaic, R-2018-0022 dated January 23, 2018, as set forth in Pay to Play Law N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS** a certification is attached which indicates that funds are available for the within contemplated expenditure; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that the Professional Consulting Engineering Services for the above-mentioned project be awarded to ATI Mechanical & Consulting Engineers in accordance with the terms and conditions set forth above; and

**BE IT FURTHER RESOLVED** that the Director, Clerk of the Board and County Counsel are hereby authorized to execute the necessary contract on behalf of the County of Passaic; and

**BE IT FURTHER RESOLVED** that this contract is awarded without competitive bidding as a “Professional Services” contract in accordance with N.J.S.A. 40A: 11-5(1)(a) of the Local Public Contracts Law because:

- (1) The consulting firm is authorized and regulated by the law to provide the aforementioned services;
- (2) The performance of the services are special in nature and require knowledge of an advanced type training, which said consulting firm possesses; and

**BE IT FURTHER RESOLVED** that a Notice of this action be published in the NORTH JERSEY HERALD & NEWS.

April 24, 2018

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$27,500.00

APPROPRIATION: C-04-55-129-001-920

PURPOSE: Resolution awarding contract to ATI Mechanical & Electrical Consulting Engineers for design services and construction administration for installation of new a new generator.

  
Richard Cahill, Chief Financial Officer

DATED: April 24, 2018

RC:fr





# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Steven J. Edmond, P.E.  
County Engineer

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

April 12, 2018

Board of Chosen Freeholders  
Administration Building  
401 Grand Street  
Paterson, New Jersey 07505

Re: ATI Mechanical and Consulting Engineers  
New Generator for Passaic County Parks Dept. Fuel Depot and Maintenance Building  
Wayne Township, Passaic County

Members of the Board,

The following proposal was submitted to the Engineering Department for review based on the FEMA grant to install a new 40 kW emergency generator for the fuel depot and maintenance depot located at Preakness Valley Golf Course.


The unit will be a natural gas fueled outdoor unit in a weather proof sound attenuated enclosure. A new service entrance rated transfer switch will be located outside of the building and will be fed with a normal feeder from the existing service entrance. The new outdoor unit will be mounted on a concrete equipment pad and will include all equipment contained within the enclosure (controls, exhaust silencers, etc.).

ATI Mechanical and Consulting Engineers total fee was \$27,500.00.

The above referenced matter was discussed at the Public Works Committee meeting on April 11, 2018 and an award of contract to ATI Mechanical and Consulting Engineers is recommended to the full Board. Copy of ATI Mechanical and Consulting Engineers proposal is attached.

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution awarding a contract for design services and construction administration for the Passaic County Parks Dept. generator to ATI Mechanical and Consulting Engineers in the amount of \$27,500.00 and authorize the Freeholder Director, County Counsel and Purchasing Director to execute the necessary Agreements subject to the availability of funds.

Sincerely,

  
Steve Edmond PE  
County Engineer

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180330  
cc: County Administrator  
County Counsel  
Director of Finance  
PWC Chair



Associated Technology, Inc.  
Mechanical & Electrical Consulting Engineers

March 27, 2018

County of Passaic  
**Andrew Thompson**  
401 Grand Street, Room 524  
Paterson, NJ 07505

Re: County of Passaic; DPW Garage; 82 Totowa Road, Wayne, NJ  
Generator Installation – Engineering Services  
ATI Proposal No. 18-7012

Dear Mr. Thompson:

Associated Technology Inc., Consulting Engineers (ATI) is pleased to submit our proposal for engineering and design services as outlined in this proposal. We look forward to working with your staff on this project and are confident you will be pleased with the quality and professionalism of our services.

#### **PROJECT BACKGROUND & SCOPE OF WORK**

Passaic County has received a grant to install a new emergency generator for the Department of Public Works. The new unit will be designed to back-up both garages and the fuel tanks. For the purposes of this proposal, we are assuming the system will be a 40 kW unit.

The unit will be a natural gas fueled outdoor unit in a weather proof sound attenuated enclosure. A new service entrance rated transfer switch will be located outside of the building and will be fed with a normal feeder from the existing service entrance. The new outdoor unit will be mounted on a concrete equipment pad and will include all equipment contained within the enclosure (controls, exhaust silencers, etc).

It is assumed that ATI will receive copies of the existing site, electrical, and floor plan drawings for our use in design. ATI has assumed that any and all civil and site plan work will be provided by the County. It is assumed that existing cad drawings are not available for the site and we will need to reproduce a plan from the existing hardcopy plans.

It is assumed that we can get the project approved through a normal permitting process and that a site plan or planning board submission will not be required. If this is required of ATI, for approval of the generator we assume this will be authorized under separate agreement and on an as-needed basis.

It is assumed that acoustical analysis will not be required to get the project approved. If this is required of ATI, it is assumed it will be authorized under separate agreement and on an as-needed basis.

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180330

695 Route 46 West, Suite 102, Fairfield, NJ 07004 •  
862-702-3833 (V) • 862-702-3837 (F) www.atiengineers.com



Associated Technology, Inc.  
Mechanical & Electrical Consulting Engineers

ATI Engineers will provide all survey, engineering, and design to generate a complete set of electrical construction drawings for the proposed generator installations. Our drawing package will include drawing specifications for products and materials specified.

General Design Scope:

ATI will generate a detailed set of construction documents detailing all of the work to be provided and the general scope of services will include the following tasks:

Design Services:

- A. Conducting site visits to validate existing conditions.
- B. Performing calculations in support of our engineering documents.
- C. Developing engineering documents (drawings and specifications) for the referenced scope of work. Specifications will be drawing type.

Construction Phase:

- A. Reviewing contractor shop drawing submittals for items specified.
- B. Responding to contractor Requests for Information (RFIs).
- C. Attending 4 construction phase meetings on an as-needed basis.

It is assumed that construction administration services for site visits and construction meetings above what has been indicated will not be required. If additional services are required, they will be considered additional services and invoiced in accordance with our standard hourly rates.

**COMPENSATION & SCHEDULE**

For the scope of work outlined in this proposal we propose a lump sum fee structure as follows:

Construction Documents:	\$19,500
Generation of CAD Backgrounds:	\$3,500
Construction Administration:	\$4,500

ATI estimates that it will take 6-8 weeks to complete the construction documents for the generator drawings upon receipt of a notice to proceed and existing drawing documentation. This schedule is based on the expected level of effort and ATI's current workload and may change based on our workload based on the timing of the authorization. These timelines are contingent upon timely responses to questions and information requested.

In order to maintain current pricing rates, the fee is based on receiving a notice to proceed within 30 days, completion of our drawings by 6/30/18, and construction execution by 12/30/18. Should the project extend beyond anticipated completion date, we may be entitled to additional fee to compensate for extended time as well as escalation.

Fees are developed based on the expected level of effort and ATI's standard hourly rates. Additional services, if required, will be invoiced at the following hourly rates:

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180330

695 Route 46 West, Suite 102, Fairfield, NJ 07004 -  
862-702-3833 (V) • 862-702-3837 (F) www.atiengineers.com



Associated Technology, Inc.  
Mechanical & Electrical Consulting Engineers

Principal	\$ 250.00
Project Manager	\$ 150.00
Senior HVAC Engineer	\$ 145.00
Senior Electrical Engineer	\$ 145.00
Senior Plumbing Engineer	\$ 135.00
Staff Engineer	\$ 120.00
Designer	\$ 95.00
CAD Operator	\$ 80.00

### ASSUMPTIONS AND CLARIFICATIONS

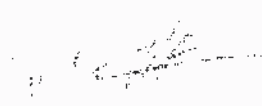
1. Where there are approved changes to work already completed, changes in scope, or additional services required, we will be paid additional compensation on a time-card basis according to ATI's standard billing rates. Otherwise, alternate proposals will be provided before proceeding.
2. The scope of work described in this proposal is for the MEP division on the project (unless specifically noted otherwise). This proposal does not include commissioning, preparing record documents, and cost estimating (unless noted otherwise). All architectural, structural, civil/site, and environmental design services will be provided by others.
3. Other clarifications as outlined in our Terms and Conditions, Attached.

We trust that the scope and fee for this proposal meets your approval and if so kindly sign and return a copy of this proposal for finalization of our agreement.

If you have any questions, or need additional information, please do not hesitate to contact us.

Very truly yours,

ATI, Consulting Engineers

  
Joseph J. Hendershot, P.E.  
Principal

JJH:al

Acknowledgement of Scope and Fees:

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180330

(Date)



Associated Technology, Inc.  
Mechanical & Electrical Consulting Engineers

## ATI STANDARD TERMS AND CONDITIONS - 2018

### **INDEMNIFICATIONS**

ATI shall indemnify and hold harmless the Client and its personnel against any and all claims, damages, losses and expenses to the extent they are caused by the negligent acts or omissions of ATI or its employees in the performance of its services under this agreement, subject to the limitation of liability provision. The Client shall indemnify and hold harmless ATI and all of its personnel against any and all claims, damages, losses and expenses arising out of or resulting from the performance of the services, provided that any such claims, damage, loss or expense is caused in whole or in part by the negligent act or omission and/or strict liability of the Client, anyone directly or indirectly employed by the Client (except ATI) or anyone for whose acts any of them may be liable.

### **ATTORNEY'S FEES**

In the event of litigation arising from services provided by ATI, the prevailing party will be entitled to recover all reasonable costs incurred, including staff time, court costs, attorney's fees and other related expenses.

### **CONSTRUCTION OBSERVATIONS**

If the Client has not retained ATI to make detailed inspections, or to provide exhaustive or continuous project review and observation services, ATI does not guarantee the performance of, and shall have no responsibility for, the acts or omissions of any other professional, contractor, subcontractor, supplier or any other entity furnishing materials or performing any services or work on the project.

### **DISPUTE RESOLUTION**

All disputes arising out of or relating to this agreement shall be submitted to non-binding mediation unless the parties mutually agree otherwise. In the unlikely event, that non-binding mediation is unsuccessful; claims relative to this agreement will be brought to the courts of the Commonwealth of New Jersey.

### **JOBSITE SAFETY**

The Client acknowledges that ATI provides professional services only, and neither the professional activities or the presence of ATI at the construction site shall be construed as ATI's obligation to safeguard against all the jobsite safety duties of contractors, subcontractors, etc. or to report any unsafe conditions that may have existed at the time ATI was present at the site. The Client agrees that others such as the general contractor and/or prime contractors is/are solely responsible for jobsite safety. Client agrees to cause ATI to be named as additional insured in the general and/or prime contractor's general liability policy.

### **TERMINATION**

Client or ATI may terminate this agreement at any time with or without cause upon 30 calendar days written notice. The Client, within 30 calendar days of termination, shall pay ATI for all services rendered and costs incurred up to the date of termination. If the project is suspended or cancelled it is expected that ATI will be paid (via invoice) for the time spent up to and including the date of suspension or cancellation.

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180330

695 Route 46 West, Suite 102, Fairfield, NJ 07004 •  
862-702-3833 (V) • 862-702-3837 (F) • www.atiengineers.com



# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Steven J. Edmond, P.E.  
County Engineer

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

April 12, 2018

Board of Chosen Freeholders  
Administration Building  
401 Grand Street  
Paterson, New Jersey 07505

Re: ATI Mechanical and Consulting Engineers  
New Generator for Passaic County Parks Dept. Fuel Depot and Maintenance Building  
Wayne Township, Passaic County

Members of the Board,

The following proposal was submitted to the Engineering Department for review based on the FEMA grant to install a new 40 kW emergency generator for the fuel depot and maintenance depot located at Preakness Valley Golf Course.

The unit will be a natural gas fueled outdoor unit in a weather proof sound attenuated enclosure. A new service entrance rated transfer switch will be located outside of the building and will be fed with a normal feeder from the existing service entrance. The new outdoor unit will be mounted on a concrete equipment pad and will include all equipment contained within the enclosure (controls, exhaust silencers, etc.).

ATI Mechanical and Consulting Engineers total fee was \$27,500.00.

The above referenced matter was discussed at the Public Works Committee meeting on April 11, 2018 and an award of contract to ATI Mechanical and Consulting Engineers is recommended to the full Board. Copy of ATI Mechanical and Consulting Engineers proposal is attached.

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution awarding a contract for design services and construction administration for the Passaic County Parks Dept. generator to ATI Mechanical and Consulting Engineers in the amount of \$27,500.00 and authorize the Freeholder Director, County Counsel and Purchasing Director to execute the necessary Agreements subject to the availability of funds.

Sincerely,

Steve Edmond PE  
County Engineer

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180330  
cc: County Administrator  
County Counsel  
Director of Finance  
PWC Chair

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Pasquale "Pat" Lepore

401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION FOR CHANGE ORDER #4 FOR H&S MECHANICAL, INC. AS IT PERTAINS TO RENOVATIONS TO THE PASSAIC COUNTY COURT HOUSE ANNEX IN THE CITY OF PATERSON, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

---

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works

COMMITTEE NAME

Official Resolution#	R20180331							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-26							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION FOR CHANGE ORDER #4 FOR H&S  
MECHANICAL, INC. AS IT PERTAINS TO RENOVATIONS TO  
THE PASSAIC COUNTY COURT HOUSE ANNEX IN THE  
CITY OF PATERSON, NEW JERSEY**

**WHEREAS** a contract was awarded to H&S Mechanical, Inc. for the project known as the Renovations to the Passaic County Court House Annex in Paterson, NJ; and

**WHEREAS** it is now necessary that a change order be made which addresses the need for removal of rotted wood floor areas throughout the building discovered during demolition and abatement and relocation of an outside electrical panel due to the revised configuration of chillers, as evidenced in attached letter dated April 12, 2018; and

**WHEREAS** this matter was discussed and reviewed by the Freeholder Committee for Public Works and Buildings & Grounds at a meeting on April 11, 2018 who recommended that it be approved by the entire Board; and

**WHEREAS** a certification is attached to reflect the availability of funds;

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that the following proposed Change Order No. 4 in connection with the above-mentioned project and recommended for approval by the Office of the Passaic County Engineer by letter dated April 12, 2018 and attached hereto, be and the same is hereby approved:

CHANGE ORDER NO. 4

1. DESCRIPTION AND VALUE OF CHANGE

See April 12 letter attached hereto



REASON FOR CHANGE

See April 12, 2018 letter attached hereto

2. STATEMENT OF CONTRACT AMOUNT

Original Contract Amount		\$ 7,994,000.00
Previous Additions		\$ 343,340.00
Total		\$ 8,337,340.00
Previous Deductions		\$ -00-
Net Prior to This Change		\$ 8,337,340.00
Amount of This Change	Add	\$ 22,901.02
Contract Amount to Date		\$ 8,360,241.02

April 24, 2018

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$22,901.02

APPROPRIATION: C-04-55-140-001-908

PURPOSE: Resolution for change order #4 for H&S Mechanical, Inc. as it pertains to renovations to the Passaic County Court House Annex in the City of Paterson, NJ

  
Richard Cahill, Chief Financial Officer

DATED: April 24, 2018

RC:fr



# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Steven J. Edmond, P.E.  
County Engineer

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

April 12, 2018

Board of Chosen Freeholders  
Passaic County Administration Building  
401 Grand Street  
Paterson, New Jersey 07505

PROJECT: County of Passaic  
Renovations to Passaic County Courthouse Annex  
Paterson, NJ  
Change Order #4- H&S Mechanical Inc.

Members of the Board:

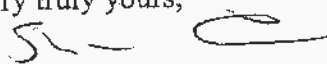
This Office is in receipt of Change Order #4 in the amount of \$22,901.02 addition to the above referenced project.

This Change Order addresses the need for removal of rotted wood floor areas throughout building discovered during demolition and abatement and relocation of an outside electrical panel due to the revised configuration of chillers..

This Change Order was reviewed and discussed at the Public Works Committee meeting of April 11, 2018 and recommended for approval to the full Board.

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution approving said Change Order #4 in the amount of \$22,901.02 subject to the availability of funds.

Very truly yours,

  
Steven J. Edmond, P.E.  
County Engineer

/AET

cc: Chair, Public Works and Buildings & Grounds Committee  
County Administrator  
County Counsel  
Director of Finance

\\passaic1.local\departments\Engineering\Users\andrew\_t\My Documents\PC Courthouse Annex\Construction\Change Orders\C.O. #4.docx

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180331

COUNTY OF PASSAIC

DEPARTMENT OF PUBLIC WORKS  
 ENGINEERING DIVISION  
 401 GRAND STREET  
 PATERSON, NEW JERSEY 07505

CHANGE ORDER No. \_\_\_\_\_  
 PROJECT No. \_\_\_\_\_

4 (ADD)

DATE: March 26, 2018

PROJECT TITLE: COURTHOUSE ANNEX RENOVATION AND REHABILITATION  
 LOCATION: PATERSON, NJ  
 DATE OF CONTRACT: 12-Jun-17  
 OWNER: PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS  
 CONTRACTOR: H&S CONSTRUCTION AND MECHANICAL INC.

It is hereby mutually agreed that when this Change Order has been signed by the contracting parties the following described changes in work required by the contract shall be executed by the Contractor without changing the terms of the contract except as herein stipulated and agreed:

1. DESCRIPTION AND VALUE OF CHANGE

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>PRICE</u>	<u>AMOUNT</u>
<u>Additions</u>					
1	C.O. 2 R. 1- During the abatement process of removing the vinyl asbestos tile flooring (vat) the wood subfloor plank material was determined to be of an unacceptable material due to water damage and rotting. This CO is to Provide the cost of labor, Material, Equipment to remove, as an asbestos abated product, approximately 2400 Sq.Ft. of deteriorated and water rotten wood subfloor underlayment on the 1st and 2nd floors. (Overhead and Profit Incl)	1	EA	21,453	\$ 21,453.02
2	C.O. 7 Provide the cost of labor and Equipment to re locate the Electric Power Panel originally located in t he area of the new HVAC Chiller (CH-3) Equipment on the exterior of the building, due to revised layout of equipment per architect's equipment layout drawing MSK Item 12 dated 11/7/17	1	EA	1,448	\$ 1,448.00
<b>Total Extras</b>					<b>\$ 22,901.02</b>
<b>Total Supplementals</b>					
<b>Total Adds</b>					<b>\$ 22,901.02</b>

1. DESCRIPTION AND VALUE OF CHANGE (Con't)

ADD TO THE AMOUNT OF CONTRACT.....  
 Approved On April 24, 2018..... November 1, 2018  
 Expected Date for Completion.....  
 Official Resolution #: R20180331..... 14 Calendar Days  
 ADD TO OR DEDUCT FROM - THE PRESENT CONTRACT TIME.....  
 NEW DATE FOR COMPLETION IS..... November 15, 2018



# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Steven J. Edmond, P.E.  
County Engineer

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

April 12, 2018

Board of Chosen Freeholders  
Passaic County Administration Building  
401 Grand Street  
Paterson, New Jersey 07505

PROJECT: County of Passaic  
Renovations to Passaic County Courthouse Annex  
Paterson, NJ  
Change Order #4- H&S Mechanical Inc.

Members of the Board:

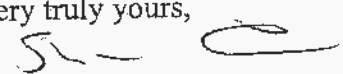
This Office is in receipt of Change Order #4 in the amount of \$22,901.02 addition to the above referenced project.

This Change Order addresses the need for removal of rotted wood floor areas throughout building discovered during demolition and abatement and relocation of an outside electrical panel due to the revised configuration of chillers..

This Change Order was reviewed and discussed at the Public Works Committee meeting of April 11, 2018 and recommended for approval to the full Board.

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution approving said Change Order #4 in the amount of \$22,901.02 subject to the availability of funds.

Very truly yours,

  
Steven J. Edmond, P.E.  
County Engineer

/AET

cc: Chair, Public Works and Buildings & Grounds Committee  
County Administrator  
County Counsel  
Director of Finance

\\passaic1.local\departments\Engineering\Users\andrew\_t\My Documents\PC Courthouse Annex\Construction\Change Orders\C.O. #4.docx

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180331

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
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401 Grand Street  
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Tel: 973-881-4402  
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Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE DEY MANSION GARDEN RESTORATION PROJECT IN WAYNE, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

---

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works

COMMITTEE NAME

Official Resolution#	R20180332							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-27							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

Res Pg: k.27-2

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS  
AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT  
OF BIDS FOR THE DEY MANSION GARDEN RESTORATION  
PROJECT IN WAYNE, NEW JERSEY**

**WHEREAS** the Passaic County Engineer's Office has received the Plans and Specifications for the Project known as the Dey Mansion Garden Restoration Project; and

**WHEREAS** the Director of the Department of Cultural & Historic Affairs and the Office of the Passaic County Engineer have reviewed the plans and specifications and find them to be in conformance with Passaic County engineering standards; and

**WHEREAS** by letter dated April 4, 2018, which is attached hereto and made part hereof, the Director of the Passaic County Department of Cultural & Historic Affairs has recommended that the Board of Chosen Freeholders approve said plans and specifications and authorize the Director of Purchasing to advertise and receive bids; and

**WHEREAS** this matter was discussed by the Freeholder members of the Committee for Public Works & Buildings & Grounds at a meeting on March 28, 2018 who are recommending approval by the entire Board;

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby approves the plans and specifications for the aforementioned project and authorizes the Director of Purchasing to advertise and receive bids for this project.

April 24, 2018



# County of Passaic

Department of Cultural & Historic Affairs  
Dey Mansion, 199 Totowa Road, Wayne, NJ 07470

Kelly C. Ruffel  
*Director*

TEL: 973 - 706 - 6640  
e-mail: [kellyr@passaiccountynj.org](mailto:kellyr@passaiccountynj.org)

April 4, 2018

Board of Chosen Freeholders  
Passaic County Administration Building  
401 Grand Street  
Paterson, NJ 07505

**RE: APPROVAL OF PLANS & SPECIFICATIONS, AUTHORIZATION TO  
BID FOR THE DEY MANSION GARDEN RESTORATION, WAYNE, NJ**

Members of the Board:

The County's consultant, ETM Associates LLC., has designed and prepared construction documents for the proposed restoration of the grounds and gardens at the Dey Mansion, Wayne, NJ. Between my office and the Department of Engineering, plans and specifications were reviewed and were found to be in conformance with Passaic County and other Engineering Standards.

The Public Works and Building & Grounds Committee at their meeting of March 28, 2018 discussed and recommended that the full Board approve plans and specification and authorize the Department of Procurement to advertise and receive bids for this project. If you have any questions, please do not hesitate to contact me.

Sincerely,

*Kelly C. Ruffel*

Kelly C. Ruffel, Director  
Cultural & Historic Affairs



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Pasquale "Pat" Lepore

401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



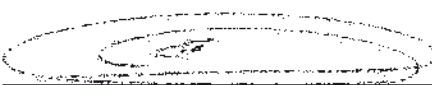
## Public Meeting (Board Meeting)

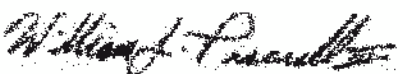
Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION FOR AWARD OF CONTRACT TO CONCRETE CONSTRUCTION CORP. AS IT PERTAINS TO THE REPLACEMENT OF MARSHALL HILL ROAD CULVERT OVER TRIBUTARY TO BELCHERS CREEK, STRUCTURE NO. 1600-282, IN THE TOWNSHIP OF WEST MILFORD, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:  
  
\_\_\_\_\_  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:  
  
\_\_\_\_\_  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works  
\_\_\_\_\_  
COMMITTEE NAME

<b>Official Resolution#</b>		<b>R20180333</b>						
Meeting Date		04/24/2018						
Introduced Date		04/24/2018						
Adopted Date		04/24/2018						
Agenda Item		k-28						
CAF #								
Purchase Req. #								
Result		Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

Res-Pg:k.28-2

**RESOLUTION FOR AWARD OF CONTRACT TO CONCRETE  
CONSTRUCTION CORP. AS IT PERTAINS TO THE  
REPLACEMENT OF MARSHALL HILL ROAD CULVERT OVER  
TRIBUTARY TO BELCHERS CREEK, STRUCTURE NO. 1600-  
282, IN THE TOWNSHIP OF WEST MILFORD, NEW JERSEY**

**WHEREAS** bids for the Replacement of Marshall Hill Road Culvert Over Tributary to Belchers Creek, Structure No. 1600-282, in the Township of West Milford, New Jersey were received on April 5, 2018; and

**WHEREAS** the bids were reviewed and tabulated by the Office of the Passaic County Engineer; and

**WHEREAS** Concrete Construction Corp. submitted a bid for the above-mentioned project and the County Engineer has recommended an award in the sum of \$1,181,000.00 as per the terms of the attached letter dated April 12, 2018 as the lowest responsible bidder; and

**WHEREAS** this matter was discussed by members of the Public Works and Buildings & Grounds Committee at their meeting on April 11, 2018 and recommended to the full Board for approval; and

**WHEREAS** a certification is attached hereto to the effect that funds for the within contemplated expenditure are available; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby awards a contract for the Replacement of Marshall Hill Road Culvert Over Tributary to Belchers Creek, Structure No. 1600-282, in the Township of West Milford, NJ as noted above to Concrete Construction Corp. in the amount of \$1,181,000.00; and

**BE IT FURTHER RESOLVED** that the Director, Clerk of the  
Res-Pg:k.28-3

Board and County Counsel are authorized to execute all  
necessary documents on behalf of Passaic County.

April 24, 2018

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$1,181,000.00

APPROPRIATION: C-04-55-137-001-903

PURPOSE: Resolution for award of contract to Concrete Construction Corp. as it pertains to the Replacement of Marshall Hill Road Culvert. Structure no. 1600-282

  
Richard Cahill, Chief Financial Officer

DATED: April 24, 2018

RC:fr



# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Steven J. Edmond, P.E.  
County Engineer

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

April 12, 2018

Board of Chosen Freeholders  
Passaic County Administration Building  
401 Grand Street  
Paterson, New Jersey 07505

PROJECT: Replacement of Marshall Hill Road Culvert  
Over Tributary to Belchers Creek  
Structure No. 1600-282  
Township of West Milford  
**AWARD OF CONTRACT**

Dear Members of the Board:

The County of Passaic received Open Competitive Bids at 10:30 A.M. on Thursday, April 5, 2018 at the Passaic County Procurement Center, 475 River Street, Paterson, New Jersey 07505 in the Conference Room for the Replacement of the Marshall Hill Road Culvert over Tributary to Belchers Creek, Structure No. 1600-282, in the Township of West Milford, Passaic County. The following Vendors submitted Total Price Bids as follows:

	<u>TOTAL AMOUNT BID</u>	
<u>NAME OF BIDDER</u>	<u>AS READ/SUBMITTED</u>	<u>CORRECTED</u>
1. Concrete Construction Corp. 24 Pink Street Hackensack, NJ 07601	\$1,181,000.00	No Change
2. Ferraro Construction 5 Park Drive Franklin, NJ 07416	\$1,253,615.00	No Change
3. Sparwick Contracting, Inc. 21 Sunset Inn Road Lafayette, NJ 07848	\$1,286,405.00	No Change
4. Reivax Contracting Corp 356 Thomas Street Newark, NJ 07114	\$1,444,483.00	No Change
5. Persistent Construction, Inc. 58 Industrial Avenue Fairview, NJ 07022	\$1,485,115.00	No Change

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180333

Board of Chosen Freeholders  
 April 12, 2018  
 Page 2 of 2

6. CMS Construction, Inc. 521 North Ave Plainfield, NJ 07060	\$1,463,214.00	\$1,490,784.00
7. Montana Construction Corp., Inc. 80 Contant Avenue Lodi, NJ 07644	\$1,698,514.00	No Change
8. CRS Contractors, Inc. 315 Route 34, Suite 137 Colts Neck, NJ 07722	\$1,813,608.00	No Change
9. State Line Construction Co., Inc. 234 Pacific Street Newark, NJ 07114	\$1,964,117.00	\$1,963,857.00

Attached is a Summary of Bid Tabulation Chart for the bids received above for your information. The Engineer's Estimate for this Project is \$1,234,900.00.

The above Price Proposals and correspondences were reviewed and discussed during the Public Works Committee on April 11, 2018.

In view of the above, the Committee recommended that the Contract be awarded to the lowest responsible bidder, Concrete Construction Corp. of Hackensack, New Jersey, with a submitted total amount bid of \$1,181,000.00.

Based on the above, I recommend that the Passaic County Board of Chosen Freeholders ADOPT a RESOLUTION awarding a Contract to the lowest responsible Bidder, namely, Concrete Construction Corporation of Hackensack, New Jersey in the amount of \$1,181,000.00 (One Million One Hundred Eighty One Thousand Dollars and Zero Cents), subject to availability of funds, and further authorizing the Director of the Board and the Director of Purchasing to sign and execute said Contract in behalf of the Board and County.

Very truly yours,



Steven J. Edmond, P.E.  
 County Engineer

Attachment

cc: Public Works and Buildings & Grounds Committee, Chair  
 County Administrator  
 County Counsel  
 Director of Finance  
 Director of Purchasing

**PASSAIC COUNTY**

OFFICE OF THE COUNTY ENGINEER

PROJECT C-18-002: REPLACEMENT OF MARSHALL HILL ROAD CULVERT OVER TRIBUTARY TO BELCHERS CREEK, STRUCTURE NO. 1600-282, TOWNSHIP OF WEST MILFORD

SUMMARY OF BIDS

DATE RECEIVED: APRIL 5, 2018

ITEM NO.	PAY ITEM DESCRIPTION	UNIT	ENGINEER'S ESTIMATE		Concrete Construction Corp.		Ferraro Construction	
			QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE
1	PERFORMANCE BOND AND PAYMENT BOND	L.S.	1	\$7,500.00	\$7,500.00			
2	MOBILIZATION	L.S.	1	\$25,000.00	\$25,000.00			
3	CONSTRUCTION LAYOUT	L.S.	1	\$10,000.00	\$10,000.00			
4	CAUTION FENCE	L.F.	55	\$35.00	\$1,925.00			
5	CONSTRUCTION SIGNS	S.F.	670	\$30.00	\$20,100.00			
6	PORTABLE VARIABLE MESSAGE SIGN (VMSU)	UNIT	2	\$20,000.00	\$40,000.00			
7	CONSTRUCTION BARRIER CURB	L.F.	120	\$40.00	\$4,800.00			
8	TRAFFIC DIRECTORS, FLAGGERS (IF AND WHERE DIRECTED)	HR	100	\$70.00	\$7,000.00			
9	BREAKAWAY BARRICADE	UNIT	20	\$150.00	\$3,000.00			
10	FIELD OFFICE TYPE 'C' SET UP	L.S.	1	\$1,000.00	\$1,000.00			
11	FIELD OFFICE TYPE 'C' MAINTENANCE	MONTH	6	\$250.00	\$1,500.00			
12	SILT FENCE	L.F.	485	\$5.00	\$2,425.00			
13	INLET FILTER, TYPE 1	S.F.	118	\$25.00	\$2,950.00			
14	FLOATING TURBIDITY BARRIER	L.F.	18	\$40.00	\$720.00			
15	ASPHALT PRICE ADJUSTMENT	ALLOW	1	\$2,000.00	\$2,000.00			
16	TRAFFIC SAFETY SERVICES	ALLOW	1	\$10,000.00	\$10,000.00			
17	CLEARING SITE, STRUCTURE	L.S.	1	\$50,000.00	\$50,000.00			
18	EXCAVATION, TEST PIT	C.Y.	30	\$35.00	\$1,050.00			
19	EXCAVATION, UNCLASSIFIED	C.Y.	1,200	\$35.00	\$42,000.00			
20	1/8 SOIL AGGREGATE	C.Y.	1,200	\$42.00	\$50,400.00			
21	1-1/4 SOIL AGGREGATE	C.Y.	30	\$30.00	\$900.00			
22	DENSE GRADED AGGREGATE BASE COURSE, 6" THICK	S.Y.	468	\$15.00	\$6,960.00			
23	HMA MILLING, 3" OR LESS	S.Y.	1,700	\$10.00	\$17,000.00			
24	HOT MIX ASPHALT 9.5M64 SURFACE COURSE	TON	240	\$150.00	\$36,000.00			
25	HOT MIX ASPHALT 12.5M64 INTERMEDIATE COURSE	TON	80	\$150.00	\$12,000.00			
26	HOT MIX ASPHALT 2.5M64 BASE COURSE	TON	120	\$150.00	\$18,000.00			
27	PERMANENT SHEETING	S.F.	2,200	\$60.00	\$132,000.00			
28	MAINTENANCE OF STREAM FLOW INCLUDING CONSTRUCTION OF COFFERDAM	L.S.	1	\$30,000.00	\$30,000.00			
29	FURNISHING EQUIPMENT FOR DRIVING PILES	L.S.	1	\$40,000.00	\$40,000.00			
30	TEST PILE, FURNISHED	L.F.	80	\$60.00	\$4,800.00			
31	TEST PILE, DRIVEN	L.F.	80	\$40.00	\$3,200.00			
32	DYNAMIC PILE LOAD TEST	UNIT	2	\$3,000.00	\$6,000.00			
33	PILE SHOE (IF AND WHERE DIRECTED)	UNIT	52	\$270.00	\$14,040.00			
34	CONCRETE FILLED, 10" DIA. STEEL PIPE PILE, FURNISHED	L.F.	2,000	\$55.00	\$110,000.00			
35	CONCRETE FILLED, 10" DIA. STEEL PIPE PILE, DRIVEN	L.F.	2,000	\$35.00	\$70,000.00			
36	REINFORCEMENT STEEL	LBS.	5,800	\$2.50	\$14,500.00			
37	REINFORCEMENT STEEL, GALVANIZED	LBS.	3,200	\$3.00	\$9,600.00			
38	CONCRETE FOOTING	C.Y.	103	\$65.00	\$6,695.00			
39	CONCRETE WINGWALL	C.Y.	20	\$700.00	\$14,000.00			
40	EPOXY WATERPROOFING	S.Y.	120	\$70.00	\$8,400.00			
41	CONCRETE PYLON	L.F.	18	\$300.00	\$5,400.00			
42	PRECAST CONCRETE CULVERT (4'0" X 12')	L.F.	57	\$3,500.00	\$199,500.00			
43	CONCRETE BRIDGE SIDEWALK	C.Y.	11	\$650.00	\$7,150.00			
44	4-BAR OPEN STEEL PARAPET	L.F.	56	\$250.00	\$14,000.00			

Introduced on: April 24, 2018  
 Adopted on:  
 Official Resolution#: R20180333

**PASSAIC COUNTY**  
 OFFICE OF THE COUNTY ENGINEER  
 PROJECT C-18-002: REPLACEMENT OF MARSHALL HILL ROAD CULVERT OVER TRIBUTARY TO BELCHERS CREEK, STRUCTURE NO. 1600-282, TOWNSHIP OF WEST MILFORD  
 SUMMARY OF BIDS  
 DATE RECEIVED: APRIL 5, 2018

ITEM NO.	NAME, ADDRESS, AND BID OF EACH BIDDER	ENGINEER'S ESTIMATE			CONCRETE CONSTRUCTION CORP.			FERRARO CONSTRUCTION			
		UNIT	QUANTITY	PRICE	AMOUNT	UNIT	PRICE	AMOUNT	UNIT	PRICE	AMOUNT
31	TEMPORARY STRUCTURE, PEDESTRIAN BRIDGE	L.S.	1	\$12,000.00	\$12,000.00						
32	MISCELLANEOUS CONCRETE, CLASS C (IF AND WHERE DIRECTED)	C.Y.	10	\$650.00	\$6,500.00	\$400.00	\$4,000.00	\$14,800.00	\$14,800.00	\$14,800.00	
33	18" REINFORCED CONCRETE PIPE, CLASS V	L.F.	250	\$100.00	\$25,000.00	\$66.00	\$16,500.00	\$18,500.00	\$18,500.00	\$18,500.00	
34	18" REINFORCED CONCRETE PIPE, CLASS V	L.F.	14	\$190.00	\$2,660.00	\$200.00	\$2,800.00	\$2,890.00	\$2,890.00	\$2,890.00	
35	8" PERFORATED CORRUGATED HDPE UNDERDRAIN PIPE	L.F.	130	\$60.00	\$7,800.00	\$20.00	\$2,600.00	\$2,600.00	\$2,600.00	\$2,600.00	
36	INLET, TYPE B	UNIT	2	\$3,000.00	\$6,000.00	\$2,600.00	\$5,200.00	\$5,200.00	\$1,400.00	\$2,800.00	
37	RESET EXISTING CASTING	UNIT	2	\$3,000.00	\$6,000.00	\$4,400.00	\$8,800.00	\$8,800.00	\$1,950.00	\$3,700.00	
38	RIPPAP STONE CHANNEL PROTECTION, 42" THICK (D50=6")	UNIT	2	\$2,500.00	\$5,000.00	\$1,250.00	\$2,500.00	\$2,500.00	\$250.00	\$500.00	
39	TEMPORARY CHAIN-LINK FENCE, 6' HIGH	S.Y.	39	\$150.00	\$5,850.00	\$100.00	\$3,900.00	\$3,900.00	\$325.00	\$12,675.00	
40	HOT MIX ASPHALT SIDEWALK, 5" THICK	L.F.	79	\$20.00	\$1,580.00	\$10.60	\$790.00	\$790.00	\$32.00	\$2,528.00	
41	CONCRETE SIDEWALK, 4" THICK	S.Y.	22	\$40.00	\$880.00	\$50.00	\$1,100.00	\$1,100.00	\$250.00	\$550.00	
42	CONCRETE SIDEWALK, 4" THICK	S.Y.	35	\$80.00	\$2,800.00	\$70.00	\$2,450.00	\$2,450.00	\$68.00	\$2,030.00	
43	8"X18" CONCRETE VERTICAL CURB	L.F.	321	\$35.00	\$11,235.00	\$26.00	\$8,346.00	\$8,346.00	\$32.00	\$10,272.00	
44	BEAM GUIDE RAIL	L.F.	47	\$35.00	\$1,645.00	\$40.00	\$1,880.00	\$1,880.00	\$132.00	\$6,204.00	
45	TANGENT GUIDE RAIL TERMINAL	UNIT	1	\$3,500.00	\$3,500.00	\$3,000.00	\$3,000.00	\$3,000.00	\$2,750.00	\$2,750.00	
46	CONTROLLED RELEASE TERMINAL	UNIT	1	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$1,100.00	\$1,100.00	
47	CONTROLLED RELEASE TERMINAL ANCHORAGE	UNIT	1	\$1,500.00	\$1,500.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,650.00	\$1,650.00	
48	TRAFFIC STRIPES, LONG-LIFE, EPOXY RESIN	L.F.	2,020	\$2.50	\$5,050.00	\$2.00	\$4,040.00	\$4,040.00	\$2.50	\$5,050.00	
49	TRAFFIC MARKINGS, THERMOPLASTIC	S.F.	5	\$70.00	\$350.00	\$10.00	\$50.00	\$50.00	\$83.00	\$425.00	
50	RPM BI-DIRECTIONAL AMBER LENS	UNIT	8	\$50.00	\$400.00	\$100.00	\$800.00	\$800.00	\$300.00	\$2,400.00	
51	NO ITEM										
52	TOPSOILING, 4" THICK	S.Y.	220	\$6.00	\$1,320.00	\$6.00	\$1,320.00	\$1,320.00	\$12.00	\$2,640.00	
53	FERTILIZING AND SEEDING, TYPE A-3	S.Y.	220	\$6.00	\$1,320.00	\$1.00	\$220.00	\$220.00	\$5.00	\$1,100.00	
54	STRAW MULCHING	S.Y.	220	\$5.00	\$1,100.00	\$1.00	\$220.00	\$220.00	\$3.00	\$660.00	
55	BRIDGE IDENTIFICATION PLAQUE, 20"x30"	UNIT	1	\$4,000.00	\$4,000.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,200.00	\$3,200.00	
56	AS-BUILT PLANS	L.S.	1	\$5,000.00	\$5,000.00	\$3,200.00	\$3,200.00	\$3,200.00	\$6,800.00	\$6,800.00	
57	SMALL DECIDUOUS TREE, 2-2.5" CALIPER (IF AND WHERE DIRECTED)	UNIT	1	\$400.00	\$400.00	\$600.00	\$600.00	\$600.00	\$165.00	\$165.00	
	<b>TOTAL</b>				\$1,234,900.00		\$1,181,000.00	\$1,181,000.00		\$1,253,615.00	

Deviation from Engineer's Total Amount Estimate - Amount: -\$53,900.00 (-4.4%)  
 Deviation from Engineer's Total Amount Estimate - Percentage: 1.5%

Introduced on: \_\_\_\_\_  
 Adopted on: \_\_\_\_\_  
 Official Resolution#: R20180333



**PASSAIC COUNTY**

OFFICE OF THE COUNTY ENGINEER  
 PROJECT C-18-002 REPLACEMENT OF MARSHALL HILL ROAD CULVERT OVER TRIBUTARY TO BELCHERS CREEK, STRUCTURE NO. 1809-282, TOWNSHIP OF WEST MILFORD  
 SUMMARY OF BIDS  
 DATE RECEIVED: APRIL 5, 2016

ITEM NO.	PAY ITEM DESCRIPTION	ENGINEER'S ESTIMATE		Spanwick Contracting, Inc. 21 Sunset Inn Road Lalorville, NJ 07848		Reavax Contracting Corp. 366 Thomas Street Newark, NJ 07114	
		UNIT	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	PERFORMANCE BOND AND PAYMENT BOND	L.S.	1	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
2	MOBILIZATION	L.S.	1	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
3	CONSTRUCTION LAYOUT	L.S.	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
4	CAUTION FENCE	L.F.	55	\$3.00	\$165.00	\$165.00	\$165.00
5	CONSTRUCTION SIGNS	S.F.	670	\$30.00	\$20,100.00	\$20,100.00	\$20,100.00
6	PORTABLE VARIABLE MESSAGE SIGN (VMS)	UNIT	2	\$20,000.00	\$40,000.00	\$40,000.00	\$40,000.00
7	CONSTRUCTION BARRIER CURB	L.F.	120	\$40.00	\$4,800.00	\$4,800.00	\$4,800.00
8	TRAFFIC DIRECTORS, FLAGGERS (IF AND WHERE DIRECTED)	UNIT	100	\$70.00	\$7,000.00	\$7,000.00	\$7,000.00
9	BREAKAWAY BARRICADE	UNIT	20	\$150.00	\$3,000.00	\$3,000.00	\$3,000.00
10	FIELD OFFICE TYPE 'C' SET UP	L.S.	1	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
11	FIELD OFFICE TYPE 'C' MAINTENANCE	MONTH	6	\$250.00	\$1,500.00	\$1,500.00	\$1,500.00
12	SILT FENCE	L.F.	495	\$5.00	\$2,475.00	\$2,475.00	\$2,475.00
13	INLET FILTER, TYPE 1	S.F.	118	\$25.00	\$2,950.00	\$2,950.00	\$2,950.00
14	FLOATING TURBIDITY BARRIER	L.F.	18	\$40.00	\$720.00	\$720.00	\$720.00
15	ASPHALT PRICE ADJUSTMENT	ALLOW	1	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
16	TRAFFIC SAFETY SERVICES	ALLOW	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
17	CLEARING SITE, STRUCTURE	L.S.	1	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
18	EXCAVATION, TEST PIT	C.Y.	30	\$35.00	\$1,050.00	\$1,050.00	\$1,050.00
19	EXCAVATION, UNCLASSIFIED	C.Y.	1,200	\$36.00	\$43,200.00	\$43,200.00	\$43,200.00
20	1-9 SOIL AGGREGATE	C.Y.	1,200	\$35.00	\$42,000.00	\$42,000.00	\$42,000.00
21	1-14 SOIL AGGREGATE	C.Y.	30	\$30.00	\$900.00	\$900.00	\$900.00
22	DENSE GRADED AGGREGATE BASE COURSE, 6" THICK	S.Y.	468	\$15.00	\$7,020.00	\$7,020.00	\$7,020.00
23	HMA MILLING 3" OR LESS	S.Y.	1,700	\$10.00	\$17,000.00	\$17,000.00	\$17,000.00
24	HOT MIX ASPHALT 9.5M64 SURFACE COURSE	TON	240	\$150.00	\$36,000.00	\$36,000.00	\$36,000.00
25	HOT MIX ASPHALT 12.5M64 INTERMEDIATE COURSE	TON	60	\$150.00	\$9,000.00	\$9,000.00	\$9,000.00
26	HOT MIX ASPHALT 25M84 BASE COURSE	TON	120	\$150.00	\$18,000.00	\$18,000.00	\$18,000.00
27	PERMANENT SHEETING	S.F.	2,200	\$60.00	\$132,000.00	\$132,000.00	\$132,000.00
28	MAINTENANCE OF STREAM FLOW INCLUDING CONSTRUCTION OF COFFERDAM	L.S.	1	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
29	FURNISHING EQUIPMENT FOR DRIVING PILES	L.S.	1	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
30	TEST PILE, FURNISHED	L.F.	80	\$60.00	\$4,800.00	\$4,800.00	\$4,800.00
31	TEST PILE, DRIVEN	L.F.	80	\$40.00	\$3,200.00	\$3,200.00	\$3,200.00
32	DYNAMIC PILE LOAD TEST	UNIT	2	\$3,000.00	\$6,000.00	\$6,000.00	\$6,000.00
33	PILE SHOE (IF AND WHERE DIRECTED)	UNIT	52	\$270.00	\$14,040.00	\$14,040.00	\$14,040.00
34	CONCRETE FILLED, 10" DIA. STEEL PIPE PILE, FURNISHED	L.F.	2,000	\$55.00	\$110,000.00	\$110,000.00	\$110,000.00
35	CONCRETE FILLED, 10" DIA. STEEL PIPE PILE, DRIVEN	L.F.	2,000	\$55.00	\$110,000.00	\$110,000.00	\$110,000.00
36	REINFORCEMENT STEEL	LBS.	5,900	\$2.50	\$14,750.00	\$14,750.00	\$14,750.00
37	REINFORCEMENT STEEL, GALVANIZED	LBS.	3,200	\$3.00	\$9,600.00	\$9,600.00	\$9,600.00
38	CONCRETE FOOTING	C.Y.	103	\$650.00	\$66,950.00	\$66,950.00	\$66,950.00
39	CONCRETE WINGWALL	C.Y.	20	\$700.00	\$14,000.00	\$14,000.00	\$14,000.00
40	EPOXY WATERPROOFING	S.Y.	120	\$70.00	\$8,400.00	\$8,400.00	\$8,400.00
41	CONCRETE PYLON	L.F.	19	\$300.00	\$5,700.00	\$5,700.00	\$5,700.00
42	PRECAST CONCRETE CULVERT (4.8' X 12')	L.F.	57	\$3,500.00	\$199,500.00	\$199,500.00	\$199,500.00
43	CONCRETE BRIDGE SIDEWALK	C.Y.	11	\$650.00	\$7,150.00	\$7,150.00	\$7,150.00
44	4-BAR OPEN STEEL PARAPET	L.F.	56	\$250.00	\$14,000.00	\$14,000.00	\$14,000.00

Introduced on:  
 Adopted on:  
 Official Resolution#: R20180333

**PASSAIC COUNTY**

OFFICE OF THE COUNTY ENGINEER  
 PROJECT C-18-082: REPLACEMENT OF MARSHALL HILL ROAD CULVERT OVER TRIBUTARY TO BELCHERS CREEK, STRUCTURE NO. 1800-282, TOWNSHIP OF WEST MILFORD  
 SUMMARY OF BIDS  
 DATE RECEIVED: APRIL 5, 2018

ITEM NO.	UNIT	QUANTITY	PAY ITEM DESCRIPTION	ENGINEER'S ESTIMATE			Spearwick Contracting, Inc.			Revax Contracting Corp.		
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	
43	L.S.	1	TEMPORARY STRUCTURE, PEDESTRIAN BRIDGE	\$12,000.00	\$12,000.00	\$15,000.00	\$15,000.00	\$57,754.00	\$57,754.00			
44	C.Y.	10	MISCELLANEOUS CONCRETE, CLASS C (IF AND WHERE DIRECTED)	\$650.00	\$6,500.00	\$125.00	\$1,250.00	\$5,000.00	\$5,000.00			
45	L.F.	250	18" REINFORCED CONCRETE PIPE, CLASS V	\$100.00	\$25,000.00	\$85.00	\$21,250.00	\$27,500.00	\$27,500.00			
46	L.F.	14	36" REINFORCED CONCRETE PIPE, CLASS V	\$100.00	\$1,400.00	\$220.00	\$3,080.00	\$2,380.00	\$2,380.00			
47	L.F.	130	8" PERFORATED CORRUGATED HDPE UNDERDRAIN PIPE	\$60.00	\$7,800.00	\$37.00	\$4,810.00	\$55.00	\$7,150.00			
50	UNIT	2	INLET, TYPE B	\$3,000.00	\$6,000.00	\$2,200.00	\$4,400.00	\$4,000.00	\$4,000.00			
51	UNIT	2	INLET, TYPE B, DOUBLE	\$5,000.00	\$10,000.00	\$4,400.00	\$8,800.00	\$6,900.00	\$13,800.00			
52	UNIT	2	RESET EXISTING CASTING	\$2,500.00	\$5,000.00	\$350.00	\$700.00	\$230.00	\$460.00			
53	S.Y.	39	RIPRAP STONE CHANNEL PROTECTION, 42" THICK (D50-6")	\$150.00	\$5,850.00	\$60.00	\$2,340.00	\$740.00	\$5,460.00			
54	L.F.	79	TEMPORARY CHAIN-LINK FENCE, 6' HIGH	\$20.00	\$1,580.00	\$15.00	\$1,185.00	\$20.00	\$1,580.00			
55	S.Y.	22	HOT MIX ASPHALT SIDEWALK, 5" THICK	\$40.00	\$880.00	\$42.00	\$924.00	\$100.00	\$2,200.00			
56	S.Y.	35	CONCRETE SIDEWALK, 4" THICK	\$80.00	\$2,800.00	\$70.00	\$2,450.00	\$100.00	\$3,500.00			
57	L.F.	321	9"X18" CONCRETE VERTICAL CURB	\$35.00	\$11,235.00	\$25.00	\$8,025.00	\$30.00	\$9,630.00			
58	L.F.	47	BEAM GUIDE RAIL	\$35.00	\$1,645.00	\$160.00	\$7,520.00	\$144.00	\$6,768.00			
59	UNIT	1	TANGENT GUIDE RAIL, TERMINAL	\$3,500.00	\$3,500.00	\$4,600.00	\$4,600.00	\$3,000.00	\$3,000.00			
60	UNIT	1	CONTROLLED RELEASE TERMINAL	\$2,000.00	\$2,000.00	\$500.00	\$500.00	\$120.00	\$120.00			
61	UNIT	1	CONTROLLED RELEASE TERMINAL ANCHORAGE	\$1,500.00	\$1,500.00	\$3,500.00	\$3,500.00	\$1,800.00	\$1,800.00			
62	L.F.	2,020	TRAFFIC STRIPES, LONG-LIFE, EPOXY RESIN	\$2.50	\$5,050.00	\$1.30	\$2,626.00	\$2.00	\$4,040.00			
63	S.F.	5	TRAFFIC MARKINGS, THERMOPLASTIC	\$70.00	\$350.00	\$110.00	\$550.00	\$11.00	\$55.00			
64	UNIT	8	RPM, BI-DIRECTIONAL, AMBER LENS	\$50.00	\$400.00	\$210.00	\$1,680.00	\$110.00	\$880.00			
65	NO ITEM		NO ITEM									
66	S.Y.	220	TOPSOILING, 4" THICK	\$5.00	\$1,100.00	\$7.00	\$1,540.00	\$1.00	\$220.00			
67	S.Y.	220	FERTILIZING AND SEEDING, TYPE A-3	\$5.00	\$1,100.00	\$0.50	\$110.00	\$1.00	\$220.00			
68	S.Y.	220	STRAW MULCHING	\$5.00	\$1,100.00	\$0.50	\$110.00	\$1.00	\$220.00			
69	UNIT	1	BRIDGE IDENTIFICATION PLAQUE, 20"x30"	\$4,000.00	\$4,000.00	\$1,500.00	\$1,500.00	\$3,900.00	\$3,900.00			
70	L.S.	1	AS-BUILT PLANS	\$5,000.00	\$5,000.00	\$500.00	\$500.00	\$4,000.00	\$4,000.00			
71	UNIT	1	SMALL DECIDUOUS TREE, 2-2.5" CALIPER (IF AND WHERE DIRECTED)	\$400.00	\$400.00	\$700.00	\$700.00	\$500.00	\$500.00			
				<b>TOTAL</b>	<b>\$1,247,900.00</b>		<b>\$1,285,405.00</b>		<b>\$1,444,483.00</b>			

Deviation from Engineer's Total Amount Estimate - Amount \$38,505.00 3.1%  
 Deviation from Engineer's Total Amount Estimate - Percentage 15.8%

Introduced on: \_\_\_\_\_  
 Adopted on: \_\_\_\_\_  
 Official Resolution#: R20180333

**PASSAIC COUNTY**

OFFICE OF THE COUNTY ENGINEER  
 PROJECT C-18-002: REPLACEMENT OF MARSHALL HILL ROAD CULVERT OVER BELCHERS CREEK, STRUCTURE NO. 1800-282, TOWNSHIP OF WEST MILFORD  
 SUMMARY OF BIDS  
 DATE RECEIVED: APRIL 5, 2018

ITEM NO.	PAY ITEM DESCRIPTION	ENGINEER'S ESTIMATE			CMS Construction, Inc.			Persistent Construction, Inc.		
		UNIT	QUANTITY	PRICE	AMOUNT	UNIT	PRICE	AMOUNT	UNIT	PRICE
23	PERFORMANCE BOND AND PAYMENT BOND	L.S.	1	\$7,500.00	\$7,500.00	\$25,000.00	\$25,000.00	\$14,000.00	\$14,000.00	\$14,000.00
24	MOBILIZATION	L.S.	1	\$25,000.00	\$25,000.00	\$75,000.00	\$75,000.00	\$113,780.00	\$113,780.00	\$113,780.00
25	CONSTRUCTION LAYOUT	L.S.	1	\$10,000.00	\$10,000.00	\$12,000.00	\$12,000.00	\$26,695.00	\$26,695.00	\$26,695.00
26	CAUTION FENCE	L.F.	55	\$3.00	\$165.00	\$5.00	\$275.00	\$2.00	\$110.00	\$110.00
5	CONSTRUCTION SIGNS	S.F.	670	\$30.00	\$20,100.00	\$12.00	\$8,040.00	\$14.00	\$9,380.00	\$9,380.00
6	PORTABLE VARIABLE MESSAGE SIGN (VMSU)	UNIT	2	\$20,000.00	\$40,000.00	\$3,000.00	\$6,000.00	\$4,600.00	\$9,600.00	\$9,600.00
7	CONSTRUCTION BARRIER CURB	L.F.	120	\$40.00	\$4,800.00	\$250.00	\$30,000.00	\$42.00	\$5,040.00	\$5,040.00
8	TRAFFIC DIRECTORS, FLAGGERS (IF AND WHERE DIRECTED)	HR	100	\$70.00	\$7,000.00	\$70.00	\$7,000.00	\$70.00	\$7,000.00	\$7,000.00
9	BREAKAWAY BARRICADE	UNIT	20	\$150.00	\$3,000.00	\$100.00	\$2,000.00	\$50.00	\$1,000.00	\$1,000.00
10	FIELD OFFICE TYPE 'C' SET UP	L.S.	1	\$1,000.00	\$1,000.00	\$8,000.00	\$8,000.00	\$5,000.00	\$5,000.00	\$5,000.00
11	FIELD OFFICE TYPE 'C' MAINTENANCE	MONTH	6	\$250.00	\$1,500.00	\$1,200.00	\$7,200.00	\$1,300.00	\$7,800.00	\$7,800.00
12	SILT FENCE	L.F.	495	\$5.00	\$2,475.00	\$3.00	\$1,485.00	\$3.00	\$1,485.00	\$1,485.00
13	INLET FILTER TYPE 1	S.F.	118	\$25.00	\$2,950.00	\$5.00	\$590.00	\$4.50	\$531.00	\$531.00
14	FLOATING TURBIDITY BARRIER	L.F.	18	\$40.00	\$720.00	\$25.00	\$450.00	\$16.00	\$288.00	\$288.00
15	ASPHALT PRICE ADJUSTMENT	ALLOW	1	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
16	TRAFFIC SAFETY SERVICES	ALLOW	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
17	CLEARING SITE, STRUCTURE	L.S.	1	\$50,000.00	\$50,000.00	\$15,000.00	\$15,000.00	\$134,055.00	\$134,055.00	\$134,055.00
18	EXCAVATION, TEST PIT	C.Y.	30	\$35.00	\$1,050.00	\$120.00	\$3,600.00	\$155.00	\$4,650.00	\$4,650.00
19	EXCAVATION, UNCLASSIFIED	C.Y.	1,200	\$35.00	\$42,000.00	\$25.00	\$30,000.00	\$49.00	\$58,800.00	\$58,800.00
20	1-8 SOIL AGGREGATE	C.Y.	1,200	\$35.00	\$42,000.00	\$35.00	\$42,000.00	\$15.00	\$18,000.00	\$18,000.00
21	1-14 SOIL AGGREGATE	C.Y.	30	\$30.00	\$900.00	\$35.00	\$1,050.00	\$90.00	\$2,700.00	\$2,700.00
22	DENSE-GRADED AGGREGATE BASE COURSE, 6" THICK	S.Y.	498	\$15.00	\$7,470.00	\$18.00	\$8,964.00	\$18.00	\$8,964.00	\$8,964.00
23	HMA MILLING, 3" OR LESS	S.Y.	1,700	\$10.00	\$17,000.00	\$12.00	\$20,400.00	\$8.00	\$13,600.00	\$13,600.00
24	HOT MIX ASPHALT 9.5M64 SURFACE COURSE	TON	240	\$150.00	\$36,000.00	\$120.00	\$28,800.00	\$120.00	\$28,800.00	\$28,800.00
25	HOT MIX ASPHALT 12.5M64 INTERMEDIATE COURSE	TON	60	\$150.00	\$9,000.00	\$180.00	\$10,800.00	\$150.00	\$9,000.00	\$9,000.00
26	HOT MIX ASPHALT 25M64 BASE COURSE	TON	120	\$150.00	\$18,000.00	\$150.00	\$18,000.00	\$150.00	\$18,000.00	\$18,000.00
27	PERMANENT SHEETING	S.F.	2,200	\$50.00	\$110,000.00	\$52.00	\$114,400.00	\$51.00	\$112,200.00	\$112,200.00
28	MAINTENANCE OF STREAM FLOW INCLUDING CONSTRUCTION OF COFFERDAM	L.S.	1	\$30,000.00	\$30,000.00	\$15,000.00	\$15,000.00	\$17,800.00	\$17,800.00	\$17,800.00
29	FURNISHING EQUIPMENT FOR DRIVING PILES	L.S.	1	\$40,000.00	\$40,000.00	\$135,000.00	\$135,000.00	\$83,390.00	\$83,390.00	\$83,390.00
30	TEST PILE, FURNISHED	L.F.	80	\$60.00	\$4,800.00	\$200.00	\$16,000.00	\$41.00	\$3,280.00	\$3,280.00
31	TEST PILE, DRIVEN	L.F.	80	\$40.00	\$3,200.00	\$280.00	\$22,400.00	\$61.00	\$4,880.00	\$4,880.00
32	DYNAMIC PILE LOAD TEST	UNIT	2	\$3,000.00	\$6,000.00	\$35,000.00	\$122,500.00	\$3,560.00	\$7,120.00	\$7,120.00
33	PILE SHOE (IF AND WHERE DIRECTED)	UNIT	52	\$270.00	\$14,040.00	\$1,100.00	\$57,200.00	\$205.00	\$10,660.00	\$10,660.00
34	CONCRETE FILLED, 10" DIA. STEEL PIPE PILE, FURNISHED	L.F.	2,000	\$35.00	\$70,000.00	\$35.00	\$70,000.00	\$41.00	\$82,000.00	\$82,000.00
35	CONCRETE FILLED, 10" DIA. STEEL PIPE PILE, DRIVEN	L.F.	2,000	\$95.00	\$190,000.00	\$95.00	\$190,000.00	\$95.00	\$190,000.00	\$190,000.00
36	REINFORCEMENT STEEL	LBS	5,900	\$2.50	\$14,750.00	\$4.00	\$23,600.00	\$2.00	\$11,800.00	\$11,800.00
37	REINFORCEMENT STEEL, GALVANIZED	LBS	3,200	\$3.00	\$9,600.00	\$5.00	\$16,000.00	\$2.50	\$8,000.00	\$8,000.00
38	CONCRETE FOOTING	C.Y.	103	\$650.00	\$66,950.00	\$750.00	\$77,250.00	\$810.00	\$83,430.00	\$83,430.00
39	CONCRETE WINGWALL	C.Y.	20	\$700.00	\$14,000.00	\$650.00	\$13,000.00	\$1,430.00	\$28,600.00	\$28,600.00
40	EPOXY WATERPROOFING	S.Y.	120	\$70.00	\$8,400.00	\$45.00	\$5,400.00	\$8.00	\$960.00	\$960.00
41	CONCRETE PYLON	L.F.	19	\$300.00	\$5,700.00	\$650.00	\$12,350.00	\$650.00	\$12,350.00	\$12,350.00
42	PRECAST CONCRETE CULVERT (4' X 12')	L.F.	57	\$3,500.00	\$199,500.00	\$1,660.00	\$94,620.00	\$2,335.00	\$133,095.00	\$133,095.00
43	CONCRETE BRIDGE SIDEWALK	C.Y.	11	\$650.00	\$7,150.00	\$750.00	\$8,250.00	\$1,356.00	\$14,916.00	\$14,916.00
44	4-BAR OPEN STEEL PARAPET	L.F.	56	\$250.00	\$14,000.00	\$450.00	\$25,200.00	\$350.00	\$19,600.00	\$19,600.00

Introduced on: \_\_\_\_\_  
 Adopted on: \_\_\_\_\_  
 Official Resolution#: R20180333

**PASSAIC COUNTY**

OFFICE OF THE COUNTY ENGINEER  
 PROJECT C-18-002: REPLACEMENT OF MARSHALL HILL ROAD CULVERT OVER TRIBUTARY TO BELCHERS CREEK, STRUCTURE NO. 1606-282, TOWNSHIP OF WEST MILFORD  
 SUMMARY OF BIDS  
 DATE RECEIVED: APRIL 5, 2018

Introduced on  
 Adopted on:  
 Official Resolution#: R20180333

ITEM NO	NAME, ADDRESS, AND BID OF EACH BIDDER	UNIT	QUANTITY	ENGINEER'S ESTIMATE			CMS Construction, Inc.			Persistent Construction, Inc.		
				PRICE	AMOUNT	UNIT PRICE	PRICE	AMOUNT	UNIT PRICE	PRICE	AMOUNT	UNIT PRICE
48	PAY ITEM DESCRIPTION											
49	TEMPORARY STRUCTURE, PEDESTRIAN BRIDGE	L.S.	1	\$12,000.00	\$12,000.00	\$35,000.00	\$35,000.00	\$5,000.00	\$5,000.00	\$41,610.00	\$41,610.00	
50	MISCELLANEOUS CONCRETE, CLASS C, (IF AND WHERE DIRECTED)	C.Y.	10	\$650.00	\$6,500.00	\$650.00	\$6,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	
51	18" REINFORCED CONCRETE PIPE, CLASS V	L.F.	250	\$100.00	\$25,000.00	\$85.00	\$21,250.00	\$98.00	\$24,500.00	\$24,500.00	\$24,500.00	
52	36" REINFORCED CONCRETE PIPE, CLASS V	L.F.	14	\$100.00	\$1,400.00	\$260.00	\$3,640.00	\$700.00	\$9,800.00	\$9,800.00	\$9,800.00	
53	8" PERFORATED CORRUGATED HDPE UNDERDRAIN PIPE	L.F.	130	\$60.00	\$7,800.00	\$35.00	\$4,550.00	\$27.00	\$3,510.00	\$3,510.00	\$3,510.00	
54	INLET, TYPE B	UNIT	2	\$3,000.00	\$6,000.00	\$2,500.00	\$5,000.00	\$5,000.00	\$10,000.00	\$9,980.00	\$9,980.00	
55	RESET EXISTING CASTING	UNIT	2	\$5,000.00	\$10,000.00	\$3,500.00	\$7,000.00	\$4,790.00	\$9,580.00	\$9,580.00	\$9,580.00	
56	RIPRAP STONE CHANNEL PROTECTION, 42" THICK (D60-67)	S.Y.	39	\$2,500.00	\$97,500.00	\$500.00	\$19,500.00	\$4,680.00	\$180,000.00	\$24,180.00	\$24,180.00	
57	TEMPORARY CHAIN-LINK FENCE, 6' HIGH	L.F.	79	\$20.00	\$1,580.00	\$35.00	\$2,765.00	\$64.00	\$5,056.00	\$5,056.00	\$5,056.00	
58	HOT MIX ASPHALT SIDEWALK, 5" THICK	S.Y.	22	\$40.00	\$880.00	\$65.00	\$1,430.00	\$165.00	\$3,630.00	\$3,630.00	\$3,630.00	
59	CONCRETE SIDEWALK, 4" THICK	S.Y.	35	\$80.00	\$2,800.00	\$75.00	\$2,625.00	\$195.00	\$6,825.00	\$6,825.00	\$6,825.00	
60	8"x18" CONCRETE VERTICAL CURB	L.F.	321	\$35.00	\$11,235.00	\$35.00	\$11,235.00	\$36.00	\$11,556.00	\$11,556.00	\$11,556.00	
61	BEAM GUIDE RAIL	L.F.	47	\$35.00	\$1,645.00	\$75.00	\$3,525.00	\$135.00	\$6,345.00	\$6,345.00	\$6,345.00	
62	TANGENT GUIDE RAIL TERMINAL	UNIT	1	\$3,500.00	\$3,500.00	\$3,800.00	\$3,800.00	\$2,900.00	\$2,900.00	\$2,900.00	\$2,900.00	
63	CONTROLLED RELEASE TERMINAL	UNIT	1	\$2,000.00	\$2,000.00	\$2,900.00	\$2,900.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	
64	CONTROLLED RELEASE TERMINAL ANCHORAGE	UNIT	1	\$1,500.00	\$1,500.00	\$2,500.00	\$2,500.00	\$1,725.00	\$1,725.00	\$1,725.00	\$1,725.00	
65	TRAFFIC STRIPES, LONG-LIFE, EPOXY RESIN	L.F.	2,020	\$2.50	\$5,050.00	\$2.00	\$4,040.00	\$1.50	\$3,030.00	\$3,030.00	\$3,030.00	
66	TRAFFIC MARKINGS, THERMOPLASTIC	S.F.	5	\$70.00	\$350.00	\$150.00	\$750.00	\$13.00	\$65.00	\$65.00	\$65.00	
67	RPM BI-DIRECTIONAL, AMBER LENS	UNIT	6	\$50.00	\$300.00	\$150.00	\$900.00	\$125.00	\$750.00	\$750.00	\$750.00	
68	NO ITEM											
69	TOPSOILING, 4" THICK	S.Y.	220	\$6.00	\$1,320.00	\$6.00	\$1,320.00	\$25.00	\$5,500.00	\$5,500.00	\$5,500.00	
70	FERTILIZING AND SEEDING, TYPE A-3	S.Y.	220	\$6.00	\$1,320.00	\$2.00	\$440.00	\$1.50	\$330.00	\$330.00	\$330.00	
71	STRAW MULCHING	S.Y.	220	\$5.00	\$1,100.00	\$2.00	\$440.00	\$1.50	\$330.00	\$330.00	\$330.00	
72	BRIDGE IDENTIFICATION PLAQUE, 20"x30"	UNIT	1	\$4,000.00	\$4,000.00	\$4,500.00	\$4,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	
73	AS-BUILT PLANS	L.S.	1	\$5,000.00	\$5,000.00	\$7,500.00	\$7,500.00	\$2,500.00	\$2,500.00	\$4,450.00	\$4,450.00	
74	SMALL DECIDUOUS TREE, 2-2.5' GALIPER (IF AND WHERE DIRECTED)	UNIT	1	\$400.00	\$400.00	\$500.00	\$500.00	\$930.00	\$930.00	\$930.00	\$930.00	
	<b>TOTAL</b>				\$1,234,900.00		\$1,490,784.00		\$1,485,115.00		\$1,485,115.00	

Deviation from Engineer's Total Amount Estimate - Amount: \$255,884.00  
 Deviation from Engineer's Total Amount Estimate - Percentage: 20.7%

**PASSAIC COUNTY**

OFFICE OF THE COUNTY ENGINEER  
 PROJECT C-16-002: REPLACEMENT OF MARSHALL HILL ROAD CULVERT OVER BELCHERS CREEK, STRUCTURE NO. 1600-282, TOWNSHIP OF WEST MILFORD  
 SUMMARY OF BIDS  
 DATE RECEIVED: APRIL 5, 2018

ITEM #	UNIT	QUANTITY	PAY ITEM DESCRIPTION	ENGINEER'S ESTIMATE		MONTANA CONSTRUCTION CORP., INC.		CRS CONTRACTORS, INC.	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	L.S.	1	PERFORMANCE BOND AND PAYMENT BOND	\$7,500.00	\$7,500.00	\$12,300.00	\$12,300.00	\$21,000.00	\$21,000.00
2	L.S.	1	MOBILIZATION	\$25,000.00	\$25,000.00	\$50,000.00	\$50,000.00	\$180,000.00	\$180,000.00
3	L.S.	1	CONSTRUCTION LAYOUT	\$10,000.00	\$10,000.00	\$25,000.00	\$25,000.00	\$24,000.00	\$24,000.00
4	L.F.	55	CAUTION FENCE	\$3.00	\$165.00	\$5.00	\$275.00	\$14.00	\$770.00
5	S.F.	670	CONSTRUCTION SIGNS	\$30.00	\$20,100.00	\$15.00	\$10,050.00	\$40.00	\$26,800.00
6	UNIT	2	PORTABLE VARIABLE MESSAGE SIGN (VMSU)	\$20,000.00	\$40,000.00	\$11,459.00	\$22,918.00	\$5,000.00	\$10,000.00
7	L.F.	120	CONSTRUCTION BARRIER CURB	\$40.00	\$4,800.00	\$70.00	\$8,400.00	\$70.00	\$8,400.00
8	TRAFIC DIRECTORS, FLAGGERS (IF AND WHERE DIRECTED)	100		\$7.00	\$7,000.00	\$7.00	\$7,000.00	\$7.00	\$7,000.00
9	UNIT	20	BREAKAWAY BARRICADE	\$150.00	\$3,000.00	\$80.00	\$1,600.00	\$150.00	\$3,000.00
10	FIELD OFFICE TYPE 'C' SET UP	1		\$1,000.00	\$1,000.00	\$20,000.00	\$20,000.00	\$36,000.00	\$36,000.00
11	FIELD OFFICE TYPE 'C' MAINTENANCE	6		\$250.00	\$1,500.00	\$3,000.00	\$18,000.00	\$4,000.00	\$24,000.00
12	SILT FENCE	485		\$5.00	\$2,425.00	\$5.00	\$2,425.00	\$15.00	\$7,275.00
13	INLET FILTER, TYPE 1	118		\$25.00	\$2,950.00	\$20.00	\$2,360.00	\$15.00	\$1,770.00
14	FLOATING TURBIDITY BARRIER	18		\$40.00	\$720.00	\$50.00	\$900.00	\$100.00	\$1,800.00
15	ASPHALT PRICE ADJUSTMENT	1		\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
16	TRAFFIC SAFETY SERVICES ALLOW	1		\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
17	CLEARING SITE, STRUCTURE	1		\$50,000.00	\$50,000.00	\$146,462.00	\$146,462.00	\$50,000.00	\$50,000.00
18	EXCAVATION, TEST PIT	30		\$35.00	\$1,050.00	\$200.00	\$6,000.00	\$200.00	\$6,000.00
19	EXCAVATION, UNCLASSIFIED	1,200		\$35.00	\$42,000.00	\$75.00	\$90,000.00	\$75.00	\$90,000.00
20	1/4 SOIL AGGREGATE	1,200		\$35.00	\$42,000.00	\$70.00	\$84,000.00	\$70.00	\$84,000.00
21	1/4 SOIL AGGREGATE	30		\$30.00	\$900.00	\$70.00	\$2,100.00	\$70.00	\$2,100.00
22	DENSE-GRADED AGGREGATE BASE COURSE, 6" THICK	468		\$15.00	\$7,020.00	\$38.00	\$14,040.00	\$26.00	\$12,168.00
23	HMA MILLING, 3" OR LESS	1,700		\$10.00	\$17,000.00	\$12.00	\$20,400.00	\$15.00	\$25,500.00
24	HOT MIX ASPHALT 9.5M84 SURFACE COURSE	240		\$150.00	\$36,000.00	\$161.00	\$38,640.00	\$145.00	\$34,800.00
25	HOT MIX ASPHALT 12.5M84 INTERMEDIATE COURSE	60		\$150.00	\$9,000.00	\$272.00	\$16,320.00	\$165.00	\$9,900.00
26	HOT MIX ASPHALT 25M84 BASE COURSE	120		\$150.00	\$18,000.00	\$272.00	\$32,640.00	\$165.00	\$19,800.00
27	PERMANENT SHEETING	2,200		\$60.00	\$132,000.00	\$43.00	\$94,600.00	\$65.00	\$143,000.00
28	MAINTENANCE OF STREAM FLOW INCLUDING CONSTRUCTION OF COFFERDAM	1		\$30,000.00	\$30,000.00	\$70,000.00	\$70,000.00	\$120,000.00	\$120,000.00
29	FURNISHING EQUIPMENT FOR DRIVING PILES	1		\$40,000.00	\$40,000.00	\$300,000.00	\$300,000.00	\$4,000.00	\$4,000.00
30	TEST PILE, FURNISHED	80		\$60.00	\$4,800.00	\$44.00	\$3,520.00	\$50.00	\$4,000.00
31	TEST PILE, DRIVEN	80		\$40.00	\$3,200.00	\$99.00	\$7,920.00	\$160.00	\$12,800.00
32	DYNAMIC PILE LOAD TEST	2		\$3,000.00	\$6,000.00	\$5,000.00	\$10,000.00	\$3,000.00	\$6,000.00
33	PILE SHOE (IF AND WHERE DIRECTED)	52		\$270.00	\$14,040.00	\$332.00	\$17,264.00	\$175.00	\$9,100.00
34	CONCRETE FILLED, 10" DIA. STEEL PIPE PILE, FURNISHED	2,000		\$55.00	\$110,000.00	\$44.00	\$88,000.00	\$50.00	\$100,000.00
35	CONCRETE FILLED, 10" DIA. STEEL PIPE PILE, DRIVEN	2,000		\$35.00	\$70,000.00	\$32.00	\$64,000.00	\$45.00	\$90,000.00
36	REINFORCEMENT STEEL	5,900		\$2.50	\$14,750.00	\$3.00	\$17,700.00	\$2.00	\$11,800.00
37	REINFORCEMENT STEEL, GALVANIZED	3,200		\$3.00	\$9,600.00	\$3.00	\$9,600.00	\$2.50	\$8,000.00
38	CONCRETE FOOTING	103		\$60.950.00	\$6,280.85	\$50.00	\$5,150.00	\$80.00	\$8,240.00
39	CONCRETE WINGWALL	20		\$70.00	\$1,400.00	\$2.00	\$40.00	\$2,800.00	\$56,000.00
40	EPOXY WATERPROOFING	120		\$70.00	\$8,400.00	\$50.00	\$6,000.00	\$70.00	\$8,400.00
41	CONCRETE PYLON	19		\$300.00	\$5,700.00	\$487.00	\$9,253.00	\$600.00	\$11,400.00
42	PRECAST CONCRETE CULVERT (4.8 X 12')	57		\$3,500.00	\$199,500.00	\$1,840.00	\$104,880.00	\$2,500.00	\$142,500.00
43	CONCRETE BRIDGE SIDEWALK	11		\$650.00	\$7,150.00	\$744.00	\$8,184.00	\$1,300.00	\$14,300.00
44	4-BAR OPEN STEEL PARAPET	56		\$250.00	\$14,000.00	\$300.00	\$16,800.00	\$230.00	\$12,880.00

Introduced on:  
 Adopted on:  
 Official Resolution#: R20180333

**PASSAIC COUNTY**

OFFICE OF THE COUNTY ENGINEER  
 PROJECT C-18-002: REPLACEMENT OF MARSHALL HILL ROAD CULVERT OVER TRIBUTARY TO BELCHERS CREEK, STRUCTURE NO. 1600-262, TOWNSHIP OF WEST MILFORD  
 SUMMARY OF BIDS  
 DATE RECEIVED: APRIL 5, 2018

ITEM	NAME, ADDRESS, AND BID OF EACH BIDDER	PAY ITEM DESCRIPTION	ENGINEER'S ESTIMATE			ENGINEER'S ESTIMATE			
			UNIT	QUANTITY	PRICE	AMOUNT	UNIT	PRICE	AMOUNT
47		TEMPORARY STRUCTURE, PEDESTRIAN BRIDGE	L.S.	1	\$12,000.00	\$12,000.00	\$25,000.00	\$80,000.00	\$80,000.00
48		MISCELLANEOUS CONCRETE, CLASS C (IF AND WHERE DIRECTED)	C.Y.	10	\$650.00	\$6,500.00	\$2,000.00	\$6,500.00	\$6,500.00
49		16" REINFORCED CONCRETE PIPE, CLASS V	L.F.	250	\$100.00	\$25,000.00	\$25,000.00	\$140,000.00	\$140,000.00
50		36" REINFORCED CONCRETE PIPE, CLASS V	L.F.	14	\$100.00	\$1,400.00	\$307.00	\$4,298.00	\$5,040.00
51		18" PERFORATED CORRUGATED HOPE UNDERDRAIN PIPE	L.F.	130	\$60.00	\$7,800.00	\$7,800.00	\$13,000.00	\$15,600.00
52		INLET, TYPE B	UNIT	2	\$3,000.00	\$6,000.00	\$6,040.00	\$7,000.00	\$14,000.00
53		RESET EXISTING CASTING	UNIT	2	\$5,000.00	\$10,000.00	\$4,900.00	\$10,000.00	\$20,000.00
54		RIPRAP STONE CHANNEL PROTECTION, 42" THICK (D50=6")	UNIT	2	\$2,500.00	\$5,000.00	\$1,200.00	\$7,000.00	\$1,400.00
55		TEMPORARY CHAIN-LINK FENCE 6' HIGH	S.Y.	38	\$150.00	\$5,850.00	\$2,400.00	\$7,000.00	\$11,700.00
56		HOT MIX ASPHALT SIDEWALK, 5" THICK	L.F.	79	\$20.00	\$1,580.00	\$121.00	\$4,716.00	\$8,400.00
57		CONCRETE SIDEWALK, 4" THICK	S.Y.	22	\$46.00	\$1,012.00	\$174.00	\$5,925.00	\$4,740.00
58		6"X18" CONCRETE VERTICAL CURB	L.F.	321	\$35.00	\$11,235.00	\$109.00	\$33,815.00	\$8,400.00
59		BEAM GUIDE RAIL	L.F.	47	\$35.00	\$1,645.00	\$50.00	\$16,050.00	\$16,050.00
60		TANGENT GUIDE RAIL TERMINAL	UNIT	1	\$3,500.00	\$3,500.00	\$35.00	\$1,645.00	\$7,755.00
61		CONTROLLED RELEASE TERMINAL	UNIT	1	\$2,000.00	\$2,000.00	\$2,793.00	\$2,793.00	\$4,600.00
62		TRAFFIC STRIPES, LONG-LIFE, EPOXY RESIN	L.F.	2,020	\$2.50	\$5,050.00	\$1,795.00	\$1,795.00	\$3,500.00
63		TRAFFIC MARKINGS, THERMOPLASTIC	S.F.	5	\$70.00	\$350.00	\$2.00	\$4,040.00	\$1.50
64		RPM, BI-DIRECTIONAL, AMBER LENS	UNIT	8	\$90.00	\$720.00	\$100.00	\$800.00	\$500.00
65		NO ITEM							
66		TOPSOILING, 4" THICK	S.Y.	220	\$5.00	\$1,100.00	\$11.00	\$2,420.00	\$10.00
67		FERTILIZING AND SEEDING, TYPE A-3	S.Y.	220	\$8.00	\$1,760.00	\$1.00	\$220.00	\$2.00
68		STRAW MULCHING	S.Y.	220	\$5.00	\$1,100.00	\$1.00	\$220.00	\$1.00
69		BRIDGE IDENTIFICATION PLAGUE, 20"x30"	UNIT	1	\$4,000.00	\$4,000.00	\$2,000.00	\$2,000.00	\$6,000.00
70		AS-BUILT PLANS	L.S.	1	\$5,000.00	\$5,000.00	\$1,000.00	\$5,000.00	\$8,000.00
71		SMALL DECIDUOUS TREE, 2-2.5" CALIPER (IF AND WHERE DIRECTED)	UNIT	1	\$400.00	\$400.00	\$600.00	\$1,000.00	\$1,000.00
			TOTAL		\$1,234,900.00	\$1,688,514.00	\$1,688,514.00	\$1,813,608.00	

Montana Construction Corp., Inc.  
 315 Route 34, Suite 137  
 Colls Neck, NJ 07722

GRS Contractors, Inc.  
 80 Centaur Ave  
 Lodi, NJ 07644

Deviation from Engineer's Total Amount Estimate - Amount \$463,614.00  
 Deviation from Engineer's Total Amount Estimate - Percentage 37.5%

Introduced on:  
 Adopted on:  
 Official Resolution#: R20180333

**PASSAIC COUNTY**

OFFICE OF THE COUNTY ENGINEER  
 PROJECT C-18-002: REPLACEMENT OF MARSHALL HILL ROAD CULVERT OVER TRIBUTARY TO BELCHERS CREEK, STRUCTURE NO. 1600-292, TOWNSHIP OF WEST MILFORD  
 SUMMARY OF BIDS  
 DATE RECEIVED: APRIL 5, 2016

ITEM NO.	PAY ITEM DESCRIPTION	UNIT	QUANTITY	ENGINEER'S ESTIMATE		State Line Construction Co, Inc. 234 Pacific Street Newark, NJ 07114	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	PERFORMANCE BOND AND PAYMENT BOND	L.S.	1	\$7,500.00	\$7,500.00	\$10,000.00	\$10,000.00
2	MOBILIZATION	L.S.	1	\$25,000.00	\$25,000.00	\$75,000.00	\$75,000.00
3	CONSTRUCTION LAYOUT	L.S.	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
4	CAUTION FENCE	L.F.	55	\$3.00	\$165.00	\$1.00	\$55.00
5	CONSTRUCTION SIGNS	S.F.	670	\$30.00	\$20,100.00	\$20.00	\$13,400.00
6	PORTABLE VARIABLE MESSAGE SIGN (VMSU)	UNIT	2	\$20,000.00	\$40,000.00	\$6,600.00	\$13,200.00
7	CONSTRUCTION BARRIER CURB	L.F.	120	\$40.00	\$4,800.00	\$50.00	\$6,000.00
8	TRAFFIC DIRECTORS, FLAGGERS (IF AND WHERE DIRECTED)	HOURL	100	\$70.00	\$7,000.00	\$70.00	\$7,000.00
9	BREAKAWAY BARRICADE	UNIT	20	\$150.00	\$3,000.00	\$100.00	\$2,000.00
10	FIELD OFFICE TYPE 'C' SET UP	L.S.	1	\$1,000.00	\$1,000.00	\$20,000.00	\$20,000.00
11	FIELD OFFICE TYPE 'C' MAINTENANCE	MONTH	6	\$250.00	\$1,500.00	\$250.00	\$1,500.00
12	SILT FENCE	L.F.	495	\$5.00	\$2,475.00	\$5.00	\$2,475.00
13	INLET FILTER, TYPE 1	S.F.	118	\$25.00	\$2,950.00	\$1.00	\$118.00
14	FLOATING TURBIDITY BARRIER	L.F.	18	\$40.00	\$720.00	\$1.00	\$18.00
15	ASPHALT PRICE ADJUSTMENT	ALLOW	1	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
16	TRAFFIC SAFETY SERVICES	ALLOW	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
17	CLEARING SITE, STRUCTURE	L.S.	1	\$50,000.00	\$50,000.00	\$291,000.00	\$291,000.00
18	EXCAVATION, TEST PIT	C.Y.	30	\$35.00	\$1,050.00	\$25.00	\$750.00
19	EXCAVATION, UNCLASSIFIED	C.Y.	1,200	\$35.00	\$42,000.00	\$20.00	\$24,000.00
20	1-9 SOIL AGGREGATE	C.Y.	1,200	\$35.00	\$42,000.00	\$42.00	\$50,400.00
21	1-14 SOIL AGGREGATE	C.Y.	30	\$30.00	\$900.00	\$40.00	\$1,200.00
22	DENSE GRADED AGGREGATE BASE COURSE, 6" THICK	S.Y.	468	\$15.00	\$7,020.00	\$10.00	\$4,680.00
23	HMA MILLING, 3" OR LESS	S.Y.	1,700	\$10.00	\$17,000.00	\$15.00	\$25,500.00
24	HOT MIX ASPHALT 9.5M64 SURFACE COURSE	TON	240	\$150.00	\$36,000.00	\$115.00	\$27,600.00
25	HOT MIX ASPHALT 12.5M64 INTERMEDIATE COURSE	TON	60	\$150.00	\$9,000.00	\$110.00	\$6,600.00
26	HOT MIX ASPHALT 25M64 BASE COURSE	TON	120	\$150.00	\$18,000.00	\$110.00	\$13,200.00
27	PERMANENT SHEETING	S.F.	2,200	\$60.00	\$132,000.00	\$48.50	\$106,700.00
28	MAINTENANCE OF STREAM FLOW INCLUDING CONSTRUCTION OF COFFERDAM	L.S.	1	\$90,000.00	\$90,000.00	\$55,000.00	\$55,000.00
29	FURNISHING EQUIPMENT FOR DRIVING PILES	L.S.	1	\$40,000.00	\$40,000.00	\$350,000.00	\$350,000.00
30	TEST PILE, FURNISHED	L.F.	60	\$60.00	\$3,600.00	\$100.00	\$6,000.00
31	TEST PILE, DRIVEN	L.F.	80	\$40.00	\$3,200.00	\$50.00	\$4,000.00
32	DYNAMIC PILE LOAD TEST	UNIT	2	\$3,000.00	\$6,000.00	\$25,000.00	\$50,000.00
33	PILE SHOE (IF AND WHERE DIRECTED)	UNIT	52	\$270.00	\$14,040.00	\$200.00	\$10,400.00
34	CONCRETE FILLED, 10" DIA. STEEL PIPE PILE, FURNISHED	L.F.	2,000	\$55.00	\$110,000.00	\$50.00	\$100,000.00
35	CONCRETE FILLED, 10" DIA. STEEL PIPE PILE, DRIVEN	L.F.	2,000	\$85.00	\$170,000.00	\$100.00	\$200,000.00
36	REINFORCEMENT STEEL	LBS.	5,900	\$2.50	\$14,750.00	\$2.50	\$14,750.00
37	REINFORCEMENT STEEL, GALVANIZED	LBS.	3,200	\$3.00	\$9,600.00	\$2.50	\$8,000.00
38	CONCRETE FOOTING	C.Y.	103	\$650.00	\$66,950.00	\$550.00	\$56,650.00
39	CONCRETE WINGWALL	C.Y.	20	\$700.00	\$14,000.00	\$750.00	\$15,000.00
40	EPOXY WATERPROOFING	S.Y.	120	\$70.00	\$8,400.00	\$10.00	\$1,200.00
41	CONCRETE PYLON	L.F.	19	\$300.00	\$5,700.00	\$750.00	\$14,250.00
42	PRECAST CONCRETE CULVERT (4.8' X 12')	L.F.	57	\$3,500.00	\$199,500.00	\$2,500.00	\$142,500.00
43	CONCRETE BRIDGE SIDEWALK	C.Y.	11	\$660.00	\$7,260.00	\$1,200.00	\$13,200.00
44	4-BAR OPEN STEEL PARAPET	L.F.	56	\$250.00	\$14,000.00	\$535.72	\$30,000.00

Introduced on  
 Adopted on:  
 Official Resolution#: R20180333



# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Steven J. Edmond, P.E.  
County Engineer

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

April 12, 2018

Board of Chosen Freeholders  
Passaic County Administration Building  
401 Grand Street  
Paterson, New Jersey 07505

PROJECT: Replacement of Marshall Hill Road Culvert  
Over Tributary to Belchers Creek  
Structure No. 1600-282  
Township of West Milford  
**AWARD OF CONTRACT**

Dear Members of the Board:

The County of Passaic received Open Competitive Bids at 10:30 A.M. on Thursday, April 5, 2018 at the Passaic County Procurement Center, 475 River Street, Paterson, New Jersey 07505 in the Conference Room for the Replacement of the Marshall Hill Road Culvert over Tributary to Belchers Creek, Structure No. 1600-282, in the Township of West Milford, Passaic County. The following Vendors submitted Total Price Bids as follows:

	<u>TOTAL AMOUNT BID</u>	
<u>NAME OF BIDDER</u>	<u>AS READ/SUBMITTED</u>	<u>CORRECTED</u>
1. Concrete Construction Corp. 24 Pink Street Hackensack, NJ 07601	\$1,181,000.00	No Change
2. Ferraro Construction 5 Park Drive Franklin, NJ 07416	\$1,253,615.00	No Change
3. Sparwick Contracting, Inc. 21 Sunset Inn Road Lafayette, NJ 07848	\$1,286,405.00	No Change
4. Reivax Contracting Corp 356 Thomas Street Newark, NJ 07114	\$1,444,483.00	No Change
5. Persistent Construction, Inc. 58 Industrial Avenue Fairview, NJ 07022	\$1,485,115.00	No Change

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180333



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Pasquale "Pat" Lepore

401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING CONCURRENCE TO ALLOW THE SHEPHERD AND KNUCKLEHEAD PUB TO HOLD AN OUTDOOR EVENT AT 527-529 BELMONT AVENUE IN HALEDON, NJ IN THE COUNTY RIGHT-OF-WAY ON BELMONT AVENUE ON JUNE 16, 2018 FROM 12:00 P.M. TO 10:00 P.M. UPON SUBMISSION OF A TRAFFIC CONTROL PLAN BY THE APPLICANT, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works

COMMITTEE NAME

Official Resolution#	R20180334							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-29							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION AUTHORIZING CONCURRENCE TO ALLOW THE SHEPHERD AND KNUCKLEHEAD PUB TO HOLD AN OUTDOOR EVENT AT 527-529 BELMONT AVENUE IN HALEDON, NJ IN THE COUNTY RIGHT-OF-WAY ON BELMONT AVENUE ON JUNE 16, 2018 FROM 12:00 P.M. TO 10:00 P.M. UPON SUBMISSION OF A TRAFFIC CONTROL PLAN BY THE APPLICANT**

**WHEREAS** the Borough of Haledon recently contacted the County of Passaic to request the County's concurrence in allowing the Shepherd and Knucklehead Pub at 527-529 Belmont Avenue in Haledon to hold an outdoor event on a portion of the Belmont Avenue right-of-way, a County-owned roadway, immediately outside the Pub on June 16, 2018 from 12:00 p.m. to 10:00 p.m.; and

**WHEREAS** by Resolution R-2012-670 dated September 11, 2012, the Board of Chosen Freeholders of the County of Passaic established a policy to deal with requests of this type which, among other things, calls for a review by the Passaic County Traffic Engineer; and

**WHEREAS** by letter dated April 18, 2018, the Passaic County Traffic Engineer is recommending that the Board concur in allowing this event including the request from the Borough and Pub that traffic from Terrace Road in Haledon, NJ be detoured on to Belmont Avenue subject to the condition that the applicant(s) submit a traffic control plan to the Passaic County Engineer for review and approval in conformity with the above-referenced policy (copy of letter attached hereto and made part hereof); and

**WHEREAS** the Freeholder Committee for Public Works and Buildings & Grounds at its April 11, 2018 meeting reviewed this

matter and is recommending that it be approved by the full Board.

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby approves the request of the Borough of Haledon and the Shepherd and Knucklehead Pub for a temporary encroachment on Belmont Avenue and to hold an outdoor event at 527-529 Belmont Avenue on Saturday, June 16, 2018 from 12:00 p.m. to 10:00 p.m. and also to allow the Borough to detour traffic from Terrace Road on to Belmont Avenue subject to the Borough and/or the Pub submitting a traffic control plan for the event to the Passaic County Engineer for review and approval.

**BE IT FURTHER RESOLVED** that the Director and Clerk to the Board, as well as the County Counsel, be authorized to execute any documentation required for this event including a sign off from the New Jersey Alcoholic Beverage Commission.

April 24, 2018



# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Steven J. Edmond, P.E.  
County Engineer

April 18, 2018

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

Board of Chosen Freeholders  
401 Grand Street  
Paterson, NJ 07505

Re: *Shepherd and Knucklehead Outdoor Café – June 16, 2018*

Dear Members of the Board:

Our office received a request from the Shepherd and Knucklehead Pub at 527-529 Belmont Avenue, Haledon, to conduct an outdoor event on a portion of the Belmont Avenue Right-of-Way outside their pub, on Saturday June 16, from Noon to 10PM. This will require detouring traffic from Terrace Rd onto Belmont Avenue.

Since Belmont Avenue is a County road, a consenting Resolution is required.

This matter was reviewed and recommended for approval at the April 11, 2018 Public Works Committee meeting. Based upon the above, it is my recommendation that the Board of Chosen Freeholders adopt a consenting Resolution, allowing for this event, subject to the condition that the applicant submit a traffic control plan to our office, for review and approval.

Very truly yours,

Charles S. Silverstein, P.E.  
County Traffic Engineer

CSS/sl  
Attachment

cc: County Administrator  
County Counsel  
PWC Chair  
Clerk to the Board

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180334



# CERTIFICATE OF LIABILITY INSURANCE

Res-Pg:k.29-5

DATE (MM/DD/YYYY)

4/17/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Birtwhistle & Livingston, Inc 71 East Palisade Avenue Englewood NJ 07631		<b>CONTACT NAME:</b> Mark Ruhlen <b>PHONE (A/C, No, Ext):</b> (201) 568-5001 <b>E-MAIL ADDRESS:</b> mruhlen@birtwhistle.com <b>FAX (A/C, No):</b> (201) 568-5002	
<b>INSURED</b> The Shepherd and The Knucklehead Pub 16 Brook Hollow Dr. Hawthorne NJ 07508		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Capitol Specialty Ins. Corp. <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	

COVERAGES CERTIFICATE NUMBER: CLL782304816 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CS16009753-02	6/1/2018	6/1/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 300,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PROP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Borough of Haledon, 510 Belmont Avenue, Haledon, NJ 07508 to be named as additional insured for special event, June 16th, 2018.  
The County of Passaic, 401 Grand St., Paterson, NJ 07505 to be listed as additional insured.

<b>CERTIFICATE HOLDER</b>  Introduced on: April 24, 2018 Adopted on: April 24, 2018	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE Mark Ruhlen/MNR
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# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Pasquale "Pat" Lepore

401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION FOR CHANGE ORDER #1 FOR GRADE CONSTRUCTION FOR THE GARRET MOUNTAIN RESERVATION BARBOUR'S POND DREDGING AND AERATION IN THE BOROUGH OF WOODLAND PARK, NJ, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

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REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works

COMMITTEE NAME

Official Resolution#	R20180335							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-30							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION FOR CHANGE ORDER #1 FOR GRADE CONSTRUCTION FOR THE GARRET MOUNTAIN RESERVATION BARBOUR’S POND DREDGING AND AERATION IN THE BOROUGH OF WOODLAND PARK, NJ**

**WHEREAS** a contract was awarded to Grade Construction for the project known as the Garret Mountain Reservation Barbour’s Pond Dredging and Aeration in the Borough of Woodland Park, NJ; and

**WHEREAS** it is now necessary that a change order be made reflecting a decrease of \$7,007.78 in the contract amount due to field changes, as evidenced in attached letter dated April 13, 2018; and

**WHEREAS** this matter was discussed and reviewed by the Freeholder Committee for Public Works and Buildings & Grounds at a meeting on April 11, 2018 who recommended that it be approved by the entire Board; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that the following proposed Change Order No. 1 in connection with the above-mentioned project and recommended for approval by the Office of the Passaic County Engineer by letter dated April 13, 2018 and attached hereto, be and the same is hereby approved.

**CHANGE ORDER NO. 1**

**1. DESCRIPTION AND VALUE OF CHANGE**

See April 13, 2018 letter attached hereto

Deduction \$ 7,007.78

**REASON FOR CHANGE**

See April 13, 2018 letter attached hereto

2. STATEMENT OF CONTRACT AMOUNT

Res-Pg:k.30-3

Original Contract Amount		\$ 1,716,678.01
Previous Additions		\$ -00-
Total		\$ 1,716,678.01
Previous Deductions		\$ -00-
Net Prior to This Change		\$ 1,716,678.01
Amount of This Change	Deduct	\$ 7,007.78
Contract Amount to Date		\$ 1,709,670.23

April 24, 2018





# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Steven J. Edmond, P.E.  
County Engineer

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

April 13, 2018

Board of Chosen Freeholders  
Passaic County Administration Building  
401 Grand Street  
Paterson, NJ 07505

PROJECT: Garret Mountain Reservation  
Barbour's Pond Dredging and Aeration  
Borough of Woodland Park, Passaic County  
CHANGE ORDER No. 1

Members of the Board:

Attached for your Approval is Change Order #1 to be issued to the Contractor, reflecting a net decrease in the contract amount due to field changes.

The total net amount of the decrease is \$7,007.78, resulting in a new contract amount of \$1,709,670.23.

The above-mentioned Change Order was reviewed and recommended for Approval by the Public Works and Buildings & Grounds Committee at their meeting of April 11, 2018.

Therefore, I recommend the Board of Chosen Freeholders ADOPT the necessary RESOLUTION to APPROVE this issue CHANGE ORDER No. 1 to the Contractor, Grade Construction of Paterson, New Jersey in the amount of \$7,007.78 (Seven Thousand Seven Dollars and Seventy Eight Cents), which results in a decrease to the adjusted Contract amount. The total contract amount up and including Change Order No. 1 is \$1,709,670.23.

Very truly yours,

Steven J. Edmond, P.E.  
County Engineer

Attachment

JCP

cc: Public Works and Buildings & Grounds Committee, Chair  
County Administrator

County Counsel

Introduced on: April 24, 2018  
Adopted on: April 24, 2018

Official Resolution#: R20180335  
Director of Parks

COUNTY OF PASSAIC

DEPARTMENT OF PUBLIC WORKS  
 ENGINEERING DIVISION  
 401 GRAND STREET  
 PATERSON, NEW JERSEY 07505

CHANGE ORDER No. 1  
 PROJECT No.

DATE: April 5, 2018

PROJECT TITLE: Garret Mountain Reservation Barbour's Pond Dredging and Aeration

LOCATION: Garret Mountain Reservation, Woodland Park, NJ

DATE OF CONTRACT: September 2017

OWNER: PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS

CONTRACTOR: Grade Construction, Paterson, NJ

It is hereby mutually agreed that when this Change Order has been signed by the contracting parties the following described changes in work required by the contract shall be executed by the Contractor without changing the terms of the contract except as herein stipulated and agreed:

1. DESCRIPTION AND VALUE OF CHANGE

ITEM No.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
<u>DEDUCTIONS - ORIGINAL CONTRACT PAY ITEMS</u>					
4	Silt Fence	674	L.F.	\$9.72	\$6,551.28
5	Haybale	60	Unit	\$41.14	\$2,468.40
8A	Dredging, Processing, and Disposal for South End	200	C.Y.	\$110.48	\$22,096.00
TOTAL DEDUCTIONS					<b>\$31,115.68</b>
 <u>ADDITIONS - SUPPLEMENTAL CONTRACT PAY ITEMS</u>					
S-01	Boulder Removal in Pond Area	1	L.S.	\$19,712.70	\$19,712.70
S-02	Light Pole Removal	5	Unit	\$879.04	\$4,395.20
TOTAL ADDITIONS					<b>\$24,107.90</b>
NET CHANGE ORDER (DEDUCTION)					<b>(\$7,007.78)</b>

1. DESCRIPTION AND VALUE OF CHANGE (Con't)

ADDITION TO THE AMOUNT OF CONTRACT..... **(\$7,007.78)**  
 ORIGINAL TIME FOR COMPLETION..... March 30, 2018  
 ADD TO OR DEDUCT FROM - THE PRESENT CONTRACT TIME.. Add 66 Days  
 NEW DATE FOR COMPLETION IS..... June 5, 2018

2. REASON FOR CHANGE

*Text to be added....*

Introduced on: April 24, 2018  
 Adopted on: April 24, 2018  
 Official Resolution#: R20180335

COUNTY OF PASSAIC

DEPARTMENT OF PUBLIC WORKS  
ENGINEERING DIVISION  
401 GRAND STREET  
PATERSON, NEW JERSEY 07505

CHANGE ORDER No. 1  
PROJECT No.

DATE: April 5, 2018

PROJECT TITLE: Garret Mountain Reservation Barbour's Pond Dredging and Aeration

LOCATION: Garret Mountain Reservation, Woodland Park, NJ

DATE OF CONTRACT: September 2017

OWNER: PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS

CONTRACTOR: Grade Construction, Paterson, NJ

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Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180335

COUNTY OF PASSAIC

DEPARTMENT OF PUBLIC WORKS  
ENGINEERING DIVISION  
401 GRAND STREET  
PATERSON, NEW JERSEY 07505

CHANGE ORDER No. 1  
PROJECT No.

DATE: April 5, 2018

PROJECT TITLE: Garret Mountain Reservation Barbour's Pond Dredging and Aeration

LOCATION: Garret Mountain Reservation, Woodland Park, NJ

DATE OF CONTRACT: September 2017

OWNER: PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS

CONTRACTOR: Grade Construction, Paterson, NJ

3. STATEMENT OF CONTRACT AMOUNT

ORIGINAL CONTRACT AMOUNT.....	\$1,716,678.01
PREVIOUS ADDITIONS.....	\$0.00
TOTAL.....	\$1,716,678.01
PREVIOUS DEDUCTIONS.....	\$0.00
NET PRIOR TO THIS CHANGE.....	\$1,716,678.01
AMOUNT OF THIS CHANGE..... DEDUCT.....	(\$7,007.78)
CONTRACT AMOUNT TO DATE.....	\$1,709,670.23

CONTRACTOR'S PROPOSAL FOR THE ABOVE DESCRIBED CHANGES:

I/We hereby agree to the modifications of the contract as described above and agree to furnish all materials, equipment, and labor to perform all work in connection therewith in accordance with the requirements for similar work in the existing contract except as otherwise stipulated therein for the above consideration.

I/We hereby release the County of Passaic, the Board of Chosen Freeholders, their agents, officers and employees from any claims and liability of whatsoever nature for anything done or furnished or in any maner growing out of the performance of the work.

CONTRACTOR - Grade Construction

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

You are hereby authorized to supply all labor, equipment, and material for the above change as provided under the terms of your contract; all to be in accordance with the plans and specifications and modifications thereof. Your Contract is increased or decreased by the amount given above which is agreed upon.

Reviewed By and Prepared By: \_\_\_\_\_ Date \_\_\_\_\_  
(County Inspector)

Reviewed By and Recommended  
for Processing By: \_\_\_\_\_ Date \_\_\_\_\_  
(Project Engineer)

Recommend for Approval By: \_\_\_\_\_ Date \_\_\_\_\_  
(County Engineer)

ACCEPTED BY: BOARD OF CHOSEN FREEHOLDERS OF PASSAIC COUNTY

Introduced on: April 24, 2018 DATE: \_\_\_\_\_  
Adopted on: April 24, 2018  
Official Resolution#: R20180335 Sandra "Sandi" Lazzara, Freeholder - Director

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Pasquale "Pat" Lepore

401 Grand Street  
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Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



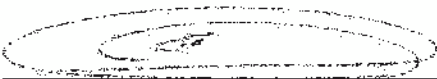
## Public Meeting (Board Meeting)


Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC DEPARTMENT OF CULTURAL & HISTORIC AFFAIRS TO APPLY TO THE NEW JERSEY HISTORIC COMMISSION FOR A FY 2019 PROJECT GRANT TO CREATE A NEW EXHIBIT IN THE AIDE-DE-CAMP ROOM AT DEY MANSION LOCATED IN WAYNE, NJ, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:  
  
\_\_\_\_\_  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:  
  
\_\_\_\_\_  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works  
\_\_\_\_\_  
COMMITTEE NAME

<b>Official Resolution#</b>		<b>R20180336</b>						
Meeting Date		04/24/2018						
Introduced Date		04/24/2018						
Adopted Date		04/24/2018						
Agenda Item		k-31						
CAF #								
Purchase Req. #								
Result		Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>	<b>RECU.</b>
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

Passaic 19k.31-2

**RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC  
DEPARTMENT OF CULTURAL & HISTORIC AFFAIRS TO  
APPLY TO THE NEW JERSEY HISTORIC COMMISSION FOR A  
FY 2019 PROJECT GRANT TO CREATE A NEW EXHIBIT IN  
THE AIDE-DE-CAMP ROOM AT DEY MANSION LOCATED IN  
WAYNE, NJ**

**WHEREAS** the County of Passaic Director of the Department of Cultural & Historic Affairs is desirous of applying to the New Jersey Historic Commission for a 2019 Project Grant for the creation of a new exhibit at the Aide-de-Camp Room at Dey Mansion in Wayne, NJ with a maximum award of \$15,000; and

**WHEREAS** the Department of Cultural & Historic Affairs will request the full \$15,000, as noted in a letter to the Board dated April 19, 2018 attached hereto and made a part hereof; and

**WHEREAS** the County of Passaic will be required to match this grant request in the amount of \$7,500 and matching funds will be taken from the Department of Cultural & Historic Affairs program budget; and

**WHEREAS** this matter was discussed by the Freeholder members of the Public Works and Buildings & Grounds Committee at their meeting on April 11, 2018 and is recommended to the full Board for approval.

**WHEREAS** a certification is attached hereto indicating the availability of funds for said expenditure.

**NOW THEREFORE BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the Director of the County of Passaic Department of Cultural & Historic Affairs to apply for the New Jersey Historic Commission FY 2019 Project Grant (up to \$15,000) to create a new exhibit in the Aide-de-Camp Room at the Dey Mansion in Wayne, New

Freeholders of the County of Passaic hereby authorizes the  
Director and Clerk of the Board, as well as the Office of Passaic  
County Counsel, to execute any necessary documents to apply for  
the Grant as set forth above and also to receive funds  
accordingly.

April 24, 2018

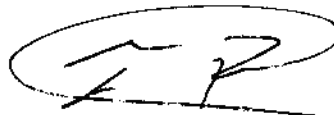
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$7,500.00

APPROPRIATION: Subject to availability of funds in future years  
Budget.

PURPOSE: Resolution authorizing the County of Passaic  
Department of Cultural & Historic Affairs to apply to  
the New Jersey Historic Commission for a FY 2019  
Project Grant to create a new exhibit.



Flavio Rivera, Treasurer

DATED: April 24, 2018





# County of Passaic

Department of Cultural & Historic Affairs  
 Dey Mansion, 199 Totowa Road, Wayne, NJ 07470

Kelly C. Ruffel  
 Director

TEL: 973 - 696 - 1776

TEL: 973 - 706 - 6640

e-mail: [kellyr@passaiccountynj.org](mailto:kellyr@passaiccountynj.org)

April 19, 2018

Board of Chosen Freeholders  
 Passaic County Administration Building  
 401 Grand Street  
 Paterson, NJ 07505

**RE: APPLICATION TO THE NEW JERSEY HISTORIC COMMISSION FOR A  
 PROJECT GRANT FOR AIDE DE CAMP ROOM AT DEY MANSION**

Members of the Board:

Since the restoration of the Dey Mansion in 2016, the County has moved forward with revisions to programming and interpretative planning at the Mansion. Various upgrades are warranted to increase visitor experience which includes the reorganization of furnishings, acquisition of objects, and installation of interpretative panels. The Aide-de-Camp Room is the first room guests enter during a tour. It currently houses three artifacts that provide no context to how the room was actually utilized during Washington's stay. Washington was accompanied by several staff officers including Alexander Hamilton and Tench Tilghman. These young men, known as Aide-de-Camps, wrote and handled Washington's correspondence. Among the Washington Papers at the Library of Congress are documents that attest to the significance of this room with 364 letters and orders that were written to army officers and the Continental Congress. The Aides-de-Camps would have had the room set up to accommodate their daily work and rudimentary sleeping arrangements.

We are seeking a resolution to authorize applying for the New Jersey Historic Commission 2019 Project Grant (up to \$15,000) to create a new exhibit in the Aide-de-Camp Room at the Dey Mansion. The grant would fund the purchase of reproduction artifacts to reflect military officers' accommodations and work space, along with the creation of exhibit panels and the development of a hands-on workshop for school groups about Alexander Hamilton's role and stay at the Mansion. There is a 50% match required for this grant, which will come from the Department of Cultural & Historic Affairs program budget.

The Public Works and Building & Grounds Committee at their meeting of April 11, 2018 recommended that the full Board authorize applying for this grant. I encourage you to consider adopting this resolution to authorize our application to the New Jersey Historic Commission. If you have any questions, please do not hesitate to contact me.

Sincerely,

*Kelly C. Ruffel*

Kelly C. Ruffel, Director  
 Cultural & Historic Affairs

Introduced on: April 24, 2018  
 Adopted on: April 24, 2018  
 Official Resolution#: R20180336



# County of Passaic

Department of Cultural & Historic Affairs  
 Dey Mansion, 199 Totowa Road, Wayne, NJ 07470

Kelly C. Ruffel  
 Director

TEL: 973 - 696 - 1776

TEL: 973 - 706 - 6640

e-mail: [kellyr@passaiccountynj.org](mailto:kellyr@passaiccountynj.org)

April 19, 2018

Board of Chosen Freeholders  
 Passaic County Administration Building  
 401 Grand Street  
 Paterson, NJ 07505

**RE: APPLICATION TO THE NEW JERSEY HISTORIC COMMISSION FOR A  
 PROJECT GRANT FOR AIDE DE CAMP ROOM AT DEY MANSION**

Members of the Board:

Since the restoration of the Dey Mansion in 2016, the County has moved forward with revisions to programming and interpretative planning at the Mansion. Various upgrades are warranted to increase visitor experience which includes the reorganization of furnishings, acquisition of objects, and installation of interpretative panels. The Aide-de-Camp Room is the first room guests enter during a tour. It currently houses three artifacts that provide no context to how the room was actually utilized during Washington's stay. Washington was accompanied by several staff officers including Alexander Hamilton and Tench Tilghman. These young men, known as Aide-de-Camps, wrote and handled Washington's correspondence. Among the Washington Papers at the Library of Congress are documents that attest to the significance of this room with 364 letters and orders that were written to army officers and the Continental Congress. The Aides-de-Camps would have had the room set up to accommodate their daily work and rudimentary sleeping arrangements.

We are seeking a resolution to authorize applying for the New Jersey Historic Commission 2019 Project Grant (up to \$15,000) to create a new exhibit in the Aide-de-Camp Room at the Dey Mansion. The grant would fund the purchase of reproduction artifacts to reflect military officers' accommodations and work space, along with the creation of exhibit panels and the development of a hands-on workshop for school groups about Alexander Hamilton's role and stay at the Mansion. There is a 50% match required for this grant, which will come from the Department of Cultural & Historic Affairs program budget.

The Public Works and Building & Grounds Committee at their meeting of April 11, 2018 recommended that the full Board authorize applying for this grant. I encourage you to consider adopting this resolution to authorize our application to the New Jersey Historic Commission. If you have any questions, please do not hesitate to contact me.

Sincerely,

*Kelly C. Ruffel*

Kelly C. Ruffel, Director  
 Cultural & Historic Affairs

Introduced on: April 24, 2018  
 Adopted on: April 24, 2018  
 Official Resolution#: R20180336

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Pasquale "Pat" Lepore

401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



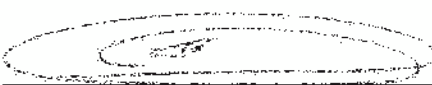
## Public Meeting (Board Meeting)

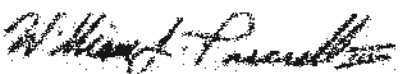
Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AWARDDING CONTRACT TO CLARKE CATON HINTZ FOR PROFESSIONAL ARCHITECTURAL SERVICES FOR THE CONDITIONS ASSESSMENT AND FEASIBILITY STUDY OF LAMBERT CASTLE IN PATERSON, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:  
  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:  
  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works  
COMMITTEE NAME

Official Resolution#	R20180337							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-32							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION AWARDING CONTRACT TO CLARKE CATON HINTZ FOR PROFESSIONAL ARCHITECTURAL SERVICES FOR THE CONDITIONS ASSESSMENT AND FEASIBILITY STUDY OF LAMBERT CASTLE IN PATERSON, NEW JERSEY**

**WHEREAS** there exists a need for Professional Consultant Architectural Services to prepare a conditions assessment and feasibility study on Lambert Castle and its associated structures located in Paterson, NJ; and

**WHEREAS** Clarke Caton Hintz, 100 Barrack Street, Trenton, NJ 08608 submitted a proposal dated April 3, 2018 (a copy of which is attached) for the necessary consulting services to be provided for a total fee of \$61,000.00 and is being recommended by the Director of the Department of Cultural & Historic Affairs for Passaic County in a letter to the Board dated April 19, 2018, a copy of which is attached hereto and made a part hereof; and

**WHEREAS** the aforesaid was discussed by the Freeholder members of the Public Works and Buildings & Grounds Committee on April 11, 2018 and recommended to the full Board for approval; and

**WHEREAS** the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., requires that the resolution authorizing the award of contract for “Professional Services” without competitive bids and the contracts itself must be available for public inspection; and

**WHEREAS** said Clarke Caton Hintz is qualified as a pool professional architect by a “Fair and Open” procedure as set forth in Pay to Play Law N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS** a certification is attached which indicates that funds are available for the within contemplated expenditure; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that the Professional Architectural Services relating to the preparation of design development drawings and construction documents for the above-mentioned project be awarded to Clarke Caton Hintz in accordance with the terms and conditions set forth above; and

**BE IT FURTHER RESOLVED** that the Director, Clerk of the Board and County Counsel are hereby authorized to execute the necessary contract on behalf of the County of Passaic; and

**BE IT FURTHER RESOLVED** that this contract is awarded without competitive bidding as a “Professional Services” contract in accordance with N.J.S.A. 40A: 11-5(1)(a) of the Local Public Contracts Law because:

- (1) The consulting firm is authorized and regulated by the law to provide the aforementioned services;
- (2) The performance of the services are special in nature and require knowledge of an advanced type training, which said consulting firm possesses; and

**BE IT FURTHER RESOLVED** that a Notice of this action be published in the NORTH JERSEY HERALD & NEWS.

April 24, 2018

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$61,000.00

APPROPRIATION: O-18-56-650-000-602

PURPOSE: Resolution awarding contract to Clarke Caton Hintz  
for Professional Architectural services.

A handwritten signature in black ink, appearing to be 'FR', enclosed within a hand-drawn oval. A horizontal line extends from the bottom right of the oval.

Flavio Rivera, Treasurer

DATED: April 24, 2018



# County of Passaic

Department of Cultural & Historic Affairs  
Dey Mansion, 199 Totowa Road, Wayne, NJ 07470

Kelly C. Ruffel  
*Director*

TEL: 973 - 706 - 6640  
e-mail: [kellyr@passaiccountynj.org](mailto:kellyr@passaiccountynj.org)

April 19, 2018

Board of Chosen Freeholders  
Passaic County Administration Building  
401 Grand Street  
Paterson, NJ 07505

**RE: AWARD OF CONTRACT TO CLARK CATON HINTZ FOR PROFESSIONAL SERVICES FOR THE CONDITIONS ASSESMENT AND FEASIBILITY STUDY OF LAMBERT CASTLE IN PATERSON,NJ.**

Members of the Board:

Proposals for the professional services for the above referenced project were solicited, received, and reviewed. The project is to prepare a conditions assessment and feasibility study on Lambert Castle and its associated structures, located in Paterson, NJ. All solicited were prequalified for the calendar year of 2018. The following is a summary of proposals received:

<u>Name of Vendor</u>	<u>Amount</u>
1. Clark Caton Hintz 100 Barrack Street Trenton, NJ 08608	\$61,00.00
2. HMR Architects 821 Alexander Road, Suite 115 Princeton, NJ 08540	\$71,700
3. Connolly & Hickey Historical Architects, LLC PO Box 1726 Cranford, NJ 07016	\$72,700

The lowest proposal received was from Clark Caton Hintz base upon additional requests for schematic design/concept designs for both the Carriage House and North Wing.

Based upon the above, this office recommends that the Board of Chosen Freeholders adopt a Resolution awarding a contract to Clark Caton Hintz in the amount of \$61,000.00 for professional architectural services in connection with Lambert Castle, subject to the availability of funds. In addition, the Public Works and Building & Grounds Committee reviewed and recommended at its meeting of April 11, 2018, that the full Board authorize awarding this contract in effort to continue to preserve one of the County's historic structures. If you have any questions, please do not hesitate to contact me.

Sincerely,

*Kelly C. Ruffel*

Introduced on: April 24, 2018

Adopted on: April 24, 2018

Official Record of Kelly C. Ruffel, Director

Cultural & Historic Affairs



## RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Kelly C. Ruffel  
**Telephone #:** 973-706-6640
- DESCRIPTION OF RESOLUTION:**  
 Resolution authorizing award of contract to Clark Caton Hintz for Professional Services for the conditions assessment and feasibility study of Lambert Castle, Paterson, NJ
2. **CERTIFICATION INFORMATION:**  
 ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*
- PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A *REQUISITION*. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER
3. **AMOUNT OF EXPENDITURE:** \$ 61,000  
**REQUISITION #** R8-02632  
**ACCOUNT #** O-18-56-650-000-602
4. **METHOD OF PROCUREMENT:**  
 RFP       RFQ       Bid  
 Other: \_\_\_\_\_
5. **COMMITTEE REVIEW:** **DATE:**  
 Administration & Finance \_\_\_\_\_  
 Budget \_\_\_\_\_  
 Health \_\_\_\_\_  
 Human Services \_\_\_\_\_  
 Law & Public Safety \_\_\_\_\_  
 Planning & Economic Development \_\_\_\_\_  
 Public Works 4/11/18
6. **DISTRIBUTION LIST:**  
 Administration       Finance       Counsel  
 Clerk to the Board       Procurement  
 Other: \_\_\_\_\_

Introduced on: April 24, 2018  
 Adopted on: April 24, 2018  
 Official Resolution#: R20180337



COUNTY OF PASSAIC  
 CO OF PASSAIC, DEY MANSION  
 (Q) 973-696-1776  
 199 TOTOWA ROAD  
 WAYNE, NJ 07470

REQUISITION	
NO.	R8-02632

SHIP TO	COUNTY OF PASSAIC DEY MANSION 199 TOTOWA ROAD WAYNE, NJ 07470
VENDOR	VENDOR #: 12505 CLARKE CATON HINTZ P.C. 100 BARRACK STREET TRENTON, NJ 08608

ORDER DATE: 04/10/18  
 DELIVERY DATE:  
 STATE CONTRACT:  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	Lambert Castle Study Professional Services for the preaprtion of a Conditions Assessment and Feasibility Study of Lambert Castle, Paterson, NJ  Resolution No: Approved: April 24, 2018	0-18-56-650-000-602	61,000.0000	61,000.00
			TOTAL	61,000.00

REQUESTING DEPARTMENT

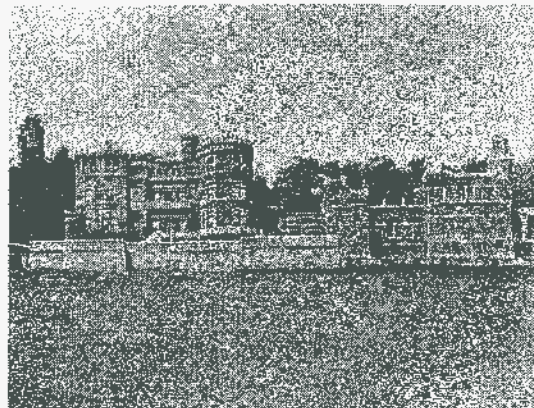
DATE

Introduced on: April 24, 2018  
 Adopted on: April 24, 2018  
 Official Resolution#: R20180337



# Clarke Caton Hintz

Architecture : Planning : Landscape Architecture



Proposal for:  
**Conditions Assessment & Feasibility  
Study for Lambert Castle**

Submitted to:  
**County of Passaic**

**April 3, 2018**

100 Barrack Street  
Heron, NJ 07630  
Tel: 609 383 8183  
Fax: 609 383 4003

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180337

[www.clarkecatonhintz.com](http://www.clarkecatonhintz.com)



**Clarke Caton Hintz**  
 Architecture  
 Planning  
 Landscape Architecture

**Kelly Ruffel**  
 Dept. of Cultural & Historic Affairs  
 County of Passaic  
 Dey Mansion  
 199 Totowa Road  
 Wayne, NJ 07470

April 3, 2018

100 Barrack Street  
 Trenton NJ 08606  
 clarkecatonhintz.com  
 Tel: 609 333 3983  
 Fax: 609 883 4044

**RE: Conditions Assessment and Feasibility Study  
 for the Lambert Castle and Carriage House**

Dear Ms. Ruffel:

Clarke Caton Hintz (CCH) is pleased to provide a proposal for completing a Conditions Assessment and Feasibility Study for the extraordinary Lambert Castle in Paterson, NJ. This remarkable landmark is a wonderful resource for Paterson and the region. We are thrilled to have the opportunity to assist Passaic County and the Passaic County Historical Society in your preservation and restorations efforts at this masterpiece.

Our fee is included below, along with additional information about the firm, the CCH team and our consultant team. We have extensive experience working with community groups and municipalities across New Jersey on a wide variety of historic preservation projects, including many Preservation Plans, Historic Structures Reports, Conditions Assessments and plans for the adaptive re-use of historic properties. For 40 years, CCH has developed a unique depth of architectural and planning experience, particularly with historic structures.

Philip Curran, FAICP  
 John Hitch, FAIA  
 George Hible, AIA  
 Brian Slough, AICP  
 Michael Sullivan, AICP

Clarke Caton Hintz is a multi-disciplinary design firm with unmatched experience dealing with many of the most sensitive design contexts in New Jersey. Our collaborative approach brings the perspectives of architects, historic preservationists, planners, urban designers, landscape architects and interior designers to bear on every project. Integrating this diverse and complementary combination of professional views is fundamental to our design process. Each provides a particular perspective that, when brought together, adds immeasurably to the design process and the design product.

*Expert:*  
 John Clarke, FAMA  
 Carl Hintz, AICP, ASIA

We are experts at working with and understanding existing and historic buildings and their contexts, and we are experts at how to re-use historic buildings so that they work beautifully for their new function while preserving their historic character. For the Lambert Castle project, we have put together a team of preservation and museum

**Introduced on:** April 24, 2018  
**Adopted on:** April 24, 2018  
**Official Resolution#:** R20180337

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Clarke Caton Hintz experts that have worked together numerous times, and that understands every aspect of these kinds of historic preservation projects.

We have also completed numerous Preservation Plans, Historic Structures Reports, Building Master Plans, Facility Master Plans and Campus Master Plans. For these projects, our clients include a wide range of

historic properties, including the Hoboken Public Library, the Trenton Masonic Temple, Garretson Forge and Farm, the Tunis Cooper House/ Marchbank Estate, the John Lucas House, Webb Memorial Chapel, the Wicoff House, and many others; as well as College and University campuses, including New Jersey City University, Mercer County Community College, New Jersey City University and Thomas Edison State University, etc. This range of master and facilities planning experience is ideally suited for this project.



*Ellarslie, the Trenton City Museum in Cadwalader Park. CCH completed a series of interior and exterior preservation projects here over many years.*

All of our historic preservation work begins with respect for the existing building, its history and its historic fabric, and an understanding of the importance of appropriate use and maintenance of the resource. This is particularly important in a building like the Lambert Castle, with its wonderful history and importance to the community. Obviously, we understand and deeply respect the Secretary of the Interior's Standards for the Treatment of Historic Properties. The recommendations that we make in this Conditions Assessment and Feasibility Study will identify all of the features that are most important about the Castle, along with recommendations and cost estimates for preserving, repairing and maintaining the resource, while making it more attractive and responsive to today's clients.

This Conditions Assessment and Feasibility Study will provide a "road map" for the long term preservation, use and maintenance of the Castle, the outbuildings and the site. It is our commitment that this document be as relevant and useful as possible. We will address not only how to treat the historic fabric and the systems of the building, but also potential uses for the main house, the reconstructed North Wing and the Carriage House, that are viable in the long-term.



Clarke Caton Hintz

The team that we are proposing to work on the Castle is not only highly qualified, but has worked together on many previous historic preservation/ adaptive reuse projects. Along with the most experienced historic preservation architects at CCH, we propose the following team:



*The interior of Ellarslie, the Trenton City Museum.*

#### **Historic Preservation**

**Architects:** Clarke Caton Hintz; John D. S. Hatch, FAIA, LEED AP; Michael J. Hanrahan, AIA; Emily Regner, Project Designer; Margaret Newman, Architectural Historian; Michael Sullivan, ASLA, Landscape Architect.

**Structural Engineers:** Harrison Hamnett, John Harrison, PE, President. Harrison Hamnett is New Jersey's premier structural engineering firm, particularly when dealing with existing and historic buildings. Because of their expertise and common sense approach, we have worked with them almost exclusively for nearly 20 years. They will be a tremendous asset if any structural issues come up.

**MEP Engineers:** Princeton Engineering Group, Ira Guterman, PE, President. PEG is a Mechanical, Electrical, Plumbing and Fire Protection (MEP/FP) consulting firm with a tremendous amount of experience working with existing and historic structures. They will be able to assess the existing systems and make intelligent, cost effective recommendations that will improve efficiency while taking into account the new functions as well as the historic fabric.

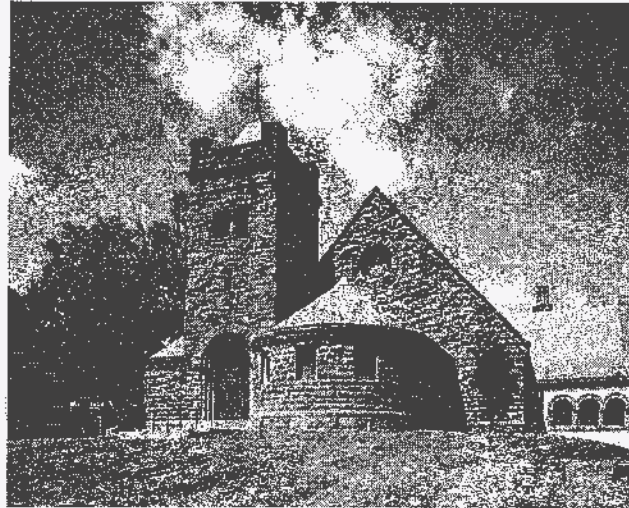
**Cost Estimators:** Becker & Frondorf, John Frondorf, President. Becker and Frondorf are cost estimators with extensive experience working with CCH and estimating work in significant historic structures. They will be able to provide accurate cost information so that you can develop and appropriate project strategy.



Clarke Caton Hintz

## THE BUILDING

Lambert Castle, constructed in 1892 with later additions, is a true architectural and historic landmark. Sitting prominently on a ridge overlooking the City of Paterson, its unique architecture, lavish interiors and integrated landscape design make it one of the most significant “grand houses” in New Jersey and the region.



*Webb Memorial Chapel in Madison, Nj. CCH completed the Preservation Plan, as well as several preservation projects, for the building.*

Our first priority is to fully understand this important structure and resource: What are the conditions of the various building systems and finishes? What are the various functions housed here, and what are the proposed functions? What works? What doesn't work? What is truly needed? What else would be great but might not be feasible? What programmatic elements do the different stakeholders think are missing? How can the facility work better? We will ask these questions and more so that we make sure that we preserve this extraordinary resource and so that our recommendations address your current and long term vision, goals and concerns.

## OUR APPROACH: A DESIGN & PRESERVATION PARTNERSHIP

Design is a collaborative process. We believe the most successful projects are the result of a strong team approach. The team not only includes the expert consultants that we have brought together, but the key stakeholders using and visiting the site. Our team approach will directly address the complex historic preservation, programmatic, planning, security and efficiency issues facing the Castle. Our responsiveness to the client team will be central to the success of the project. We are accustomed to working with diverse client groups to develop a comprehensive analysis of the issues critical to long term planning and to act as a roadmap for implementation. We are also skilled at coordinating these groups to reach consensus on complex programmatic, design and planning issues.



Clarke Caton Hintz

Since much research and study has already been completed, we believe that this project focuses on the present (the existing conditions) and the future (proposed uses for the Carriage House and the reconstructed North Wing). In addition to historic preservation, we are experts at programming, and at figuring out how to make historic spaces work beautifully for new functions.



*John Hatch of CCH leading a collaborative design process with project stakeholders at Thomas Edison State University.*

## PROJECT APPROACH:

### Conditions Assessment and Feasibility Study:

We understand that this project has four overall goals:

1. Investigate and evaluate the current conditions of the overall structure and site, in order to develop clear prioritized recommendations for future work at the Castle;
2. Research and determine the feasibility for reuse of the Carriage House as a permanent home of the Passaic County Historical Society's archives and a Visitor Center for the County of Passaic Departments of Parks & Recreation and Cultural & Historic Affairs;
3. Research and determine the feasibility of the reconstruction of the original north wing of Lambert Castle for use as PCHS archives;
4. Prepare a comprehensive and detailed report with revised and updated recommendations, options, prioritization and cost estimates that will be the basis for future development of bid documents.



Clarke Caton Mintz

Significant research and assessment work has already been completed for Lambert Castle, including a Historic Structures Report and subsequent condition assessments. We will use this excellent base of information as our jumping off point so as not to "reinvent the wheel" but bring fresh eyes and analysis to the project so that you can benefit from our experience and expertise with the preservation of other sites, with visitor centers and museums and with the adaptive re-use of historic structures.

The general approach for all our historic preservation/ master planning projects involves three essential steps: **Understanding**, **Exploring** and **Concept Design**. This is the overarching structure of the work that we propose for the Conditions Assessment and Feasibility Study for Lambert Castle:



*The restored main stair of the Roebling Mansion.*

- ***Step One: Understanding (Figuring out what's going on!):***

To establish a solid basis on which to develop a master plan, we make sure that we fully understand your goals and the existing conditions of the site. What are you looking to accomplish? What are the actual needs, as opposed to mere wants that might fall to the wayside given budget and other constraints? The CCH design team will begin the process by reviewing all of the available information and make our own assessment of the building, its condition and the opportunities described in the RFP and at the site visit. We have no intention of repeating already completed work, but believe that it is important to bring a fresh viewpoint to a project. Our team will fully assess the building, its condition, its important, character-defining features, its systems, etc. This base of work will then lead to our assessment of immediate, mid-range and long-term issues.





Clarke Caton Hintz

The first step begins with a full team meeting to set the course for the process and to begin collecting all relevant material. We bring together our technical analyses with the results of face-to-face discussions with your team and with hands-on experience at the site. The result of this phase, in addition to our condition assessments, is a preliminary document that represents our understanding of your long-term vision for the Castle and the site.



*The restored Roebling Mansion with a new addition at the rear.*

We are a team that is committed to collaboration. We have extensive experience working with very diverse client groups that include staff, patrons, community groups and independent consultants. We look forward to working with all of these groups, and are excited to work with you to develop the long-term plan for the Castle.

- **Step Two: Exploring (Trying out ideas):**

During this phase of work, the design team, together with the client group, explores different options for addressing building and system conditions, and for solving the programmatic and design issues identified during Analysis. With the base of information developed in Step One, we can begin developing alternative concepts to test.

Working with crucial input from the County's team, we will explore and then present different options for how to deal with building conditions, systems, access, new uses and cost issues. We will discuss a wide range of directions and options. Each of these options will have "pros and cons" and costs associated, allowing your team to select the best options that meet your needs. Typically, the preferred option is a combination of aspects of different proposals melded to give you the best possible solution. We often begin with a brainstorming session to make sure that as many ideas as possible are identified for further exploration. This process will then lead to a series of concept plans that we present for discussion of the pros and cons, including overall historic preservation, design, cost, schedule, phasing, security, access, etc. At the end of



Clarke Caton Hintz

this process, we will come to a consensus about which is the best design solution.

- **Step Three: Concept Design (Deciding):**

In Step Three, we evaluate the alternatives in terms of the responses received during the exploration phase. We then develop a preferred plan, including a refined program and clear priorities for addressing building conditions. At this point, our cost estimator begins work finalizing the matrix of costs. Once a preferred alternative is selected, we then further develop the design and cost estimate so that we can address schedule and phasing issues. The final master plan document will

present clear solutions to the identified problems and issues, and will point out new opportunities discovered during the design process. This document will provide a clear blueprint for the preservation of the Castle and for future changes to make it even more useful and attractive.



*The restored gardens at Morven, in Princeton. CCH completed two phases of work at this museum, including the historic landscape.*

At every stage of this process, we will work closely with your team to make sure that all of the program requirements, space needs, design goals and cost parameters are fulfilled. We understand how important budgets are and have an excellent track record of meeting our clients' needs.

Here's a bit more about the process and what we'll do:

- **Access and Accessibility:** This can be one of the most difficult issues when dealing with existing buildings. We have extensive experience providing sensitive solutions to these thorny problems.



Clarke Caton Hintz

- **Construction and Phasing Issues:** Because of the nature of the Castle and the site, there will be construction and phasing issues that need to be addressed. Our team has worked on complex projects involving major renovations to existing and historic buildings that needed to remain occupied during construction. We can bring this experience to bear in proposing cost effective, common-sense ways to phase the project from functional, cost and schedules perspectives.
- **Sustainability:** Our entire team is sensitive to the importance of sustainability and energy efficiency, both for the sake of the environment as well as long-term operating costs. We will identify strategies for meeting LEED requirements in all categories, including HVAC, water usage, electric and lighting, material selection, etc.
- **Cost Estimating:** We have included the services of Becker and Frondorf, professional independent cost estimators. We have found that it is useful and important to include these services so that there is an independent viewpoint providing input at many stages during the project. Becker and Frondorf are experts at providing clear and accurate cost estimating that can help guide the decision-making process. We can also provide assistance with capital project financing and grants.



*Garretson Forge and Farm.*

## **CLEAR COMMUNICATION: WE LISTEN!**

It may seem obvious, but unfortunately we have heard from too many clients a sense of frustration with designers that arrive with preconceived notions, pursue personal design agendas, or simply fail to listen. It has always been our experience that our most successful and rewarding projects are a true collaboration and sharing of ideas and experiences. This begins with our best planning tool: The ability to listen. Throughout the process, we will continue to strive to understand the goals, specific directives, detailed requests and functional necessities of the owners, users and operators of this project. We will then directly respond with ideas, plans and options that are insightful,



Clarke Caton Hintz

and that truly respond to the information conveyed to us. In this way, we ensure that the client team is pleased with the solutions that are developed.

Our mission is very simple: To provide you with the tools at every stage of this project to make intelligent, educated and defensible decisions in allocating the precious financial resources of the County.

## PROPOSED CONDITIONS ASSESSMENT AND FEASIBILITY STUDY TABLE OF CONTENTS:

Following is an adjusted format for a Preservation Plan. This provides a good basis for the Condition Assessment and Feasibility Study that you are looking for. At the first meeting with your team, we will make adjustments to this format to address the particular needs of the Castle project:



*Lyceum Hall in Burlington City.*

- I. **Executive Summary:** Including name and location, overall description, dates of construction, zones of significance, purpose and scope of the report, recommended treatment approach, owners and stewards, etc.
- II. **Introduction:** Including Statement of significance, description of methodology, organization of the document, funding sources, consultant team, parameters of the report, areas of future study, acknowledgement, etc.
- III. **History of the Property:** Including research methodology, historical and cultural significance, architectural significance, chronologies, prior studies, copies of historic documents/ maps, etc. Please note: This will not be the focus of this report as an HSR was already completed, along with significant historic research. This section will be a summary of research already completed.
- IV. **Architectural Description:** Including description of the conditions, identification of character defining and significant features, description of



Clarke Caton Hintz

materials and features from different periods of construction, site and floor plans, elevations and recent photographs, etc.

- V. **Assessment of Existing Conditions:** Assessment of building envelope and interior, including annotated photographic illustrations of all typical and deteriorated conditions. Our assessment will include indications of what are maintenance issues, and what are capital improvement projects and will address immediate, mid-range and long-term issues and needs.
- VI. **Assessment of Code Compliance and Handicapped Accessibility:** Evaluation of building access and safety compliance with current code requirements; assess impact of improvement recommendations, etc.
- VII. **Structural Evaluation:** Review of the condition of the structure in terms of its current stability and appropriateness for proposed uses. Proposed reinforcement and/or structural repairs will be described.
- VIII. **Building Systems Evaluation:** Review of the shop's systems, including HVAC, plumbing, electrical and fire safety systems.
- IX. **Treatment Philosophy:** Including statement of recommended treatment philosophy, discussion of advantages and disadvantages of different treatment approaches, statement of potential impact of the recommendation, rationale and substantiation, etc.
- X. **Use and Interpretation of the Resource; Assessment of the Various Functions Housed in the Castle with Recommendations for Improvements:** Including proposed and recommended uses, impact of the proposed uses, reasoning for any proposed capital project, etc. This section will not only address historic preservation issues relating to character-defining features, but will also address issues of Visitor Center and Museum functionality. The CCH team will work closely with you and the Historical Society so that we develop recommendations that are respectful of the historic resource and that provide spaces and technology that attract, welcome, encourage and educate the full range of visitors and patrons. We will provide concept floor plans for the Castle, the Carriage House and the North Wing.
- XI. **Room/ Feature Treatment Recommendations:** Including recommended treatment for each area, a statement of potential impacts and concept plans



Clarke Caton Hintz

if any plan changes are recommended. In particular, we will address the use of the Carriage House and the reconstruction of the North Wing.

- XII. **Prioritization:** Including a list of prioritized treatments, including phasing options that address immediate, mid- range and long-term recommendations, as well as the concept plans developed with the project team.
- XIII. **Maintenance Plan:** Including a list of routine and cyclical maintenance items, list of cyclical inspections, list of cleaning materials and a sample checklist.
- XIV. **Cost Estimate:** Costs will be provided for the issues and projects identified in the Conditions Assessment and Feasibility Study.

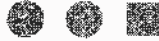
Appendices

- A. Illustrations
- B. Drawings
- C. Applicable Engineering Reports
- D. Bibliography and Sources

Following is our cost proposal along with other background information on Clarke Caton Hintz and our partner consulting firms. Once you've had a chance to review the proposal, please let me know if you have any questions. This is an exciting project and we are looking forward to the possibility of working with you!

Sincerely,

John D. S. Hatch, FAIA, LEED AP  
Principal



Clarke Caton Hintz

## DELIVERABLES & SCHEDULE

- Two copies of a 75% draft Conditions Assessment will be delivered in report form for review by your project team and any funding agencies. This will be completed three months after the notice to proceed. This will be submitted to the County, the NJCPO and the Historic Trust (as required) for comment.
- The Final Conditions Assessment will be delivered in report form measuring 8.5 by 11 inches (two bound copies and one unbound copy to facilitate reproduction). This will be completed one month after comments on the draft are received. We expect the comment period to take approximately one month. We will also submit electronic copies in Adobe pdf format, as required.
- We understand that this project has a tight timeline, with all deliverables to be complete within 150 days. If reviews by the project team are timely, we believe that the proposed schedule can be readily accomplished.
- The Project Team will attend one meeting to present the findings of the Conditions Assessment.
- Each report will include text, photographs and concept design drawings necessary to fully describe our discoveries and to illustrate recommendations.

## PROPOSED PROFESSIONAL SERVICE FEES

CCH proposes to prepare a Conditions Assessment and Feasibility Study for Lambert Castle for the lump sum fee of \$61,000.00 (Sixty-one thousand dollars), including an estimate of \$1,800 for reimbursable costs (e.g. travel, postage, printing, etc.).

Consultant	Fee Breakdown
Clarke Caton Hintz: Historic Preservation Architects	\$32,000
Harrison Hamnett: Structural Engineer	\$ 7,000
Princeton Engineering Group: MEP Engineer	\$15,200
Becker & Frondorf: Cost Estimators	\$ 5,000
<b>SUB-TOTAL</b>	<b>\$59,200</b>
Reimbursable Costs (Travel, printing, etc.)	\$ 1,800
<b>TOTAL</b>	<b>\$61,000</b>



# County of Passaic

Department of Cultural & Historic Affairs  
Dey Mansion, 199 Totowa Road, Wayne, NJ 07470

Kelly C. Ruffel  
*Director*

TEL: 973 - 706 - 6640  
e-mail: [kellyr@passaiccountynj.org](mailto:kellyr@passaiccountynj.org)

April 19, 2018

Board of Chosen Freeholders  
Passaic County Administration Building  
401 Grand Street  
Paterson, NJ 07505

**RE: AWARD OF CONTRACT TO CLARK CATON HINTZ FOR PROFESSIONAL SERVICES FOR THE CONDITIONS ASSESMENT AND FEASIBILITY STUDY OF LAMBERT CASTLE IN PATERSON,NJ.**

Members of the Board:

Proposals for the professional services for the above referenced project were solicited, received, and reviewed. The project is to prepare a conditions assessment and feasibility study on Lambert Castle and its associated structures, located in Paterson, NJ. All solicited were prequalified for the calendar year of 2018. The following is a summary of proposals received:

<u>Name of Vendor</u>	<u>Amount</u>
1. Clark Caton Hintz 100 Barrack Street Trenton, NJ 08608	\$61,00.00
2. HMR Architects 821 Alexander Road, Suite 115 Princeton, NJ 08540	\$71,700
3. Connolly & Hickey Historical Architects, LLC PO Box 1726 Cranford, NJ 07016	\$72,700

The lowest proposal received was from Clark Caton Hintz base upon additional requests for schematic design/concept designs for both the Carriage House and North Wing.

Based upon the above, this office recommends that the Board of Chosen Freeholders adopt a Resolution awarding a contract to Clark Caton Hintz in the amount of \$61,000.00 for professional architectural services in connection with Lambert Castle, subject to the availability of funds. In addition, the Public Works and Building & Grounds Committee reviewed and recommended at its meeting of April 11, 2018, that the full Board authorize awarding this contract in effort to continue to preserve one of the County's historic structures. If you have any questions, please do not hesitate to contact me.

Sincerely,

*Kelly C. Ruffel*

Introduced on: April 24, 2018

Adopted on: April 24, 2018

Official Record of Kelly C. Ruffel, Director

Cultural & Historic Affairs



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Pasquale "Pat" Lepore

401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



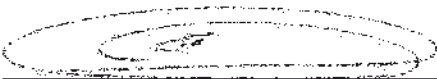
## Public Meeting (Board Meeting)

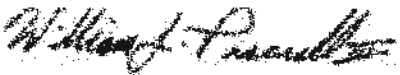
Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC DEPARTMENT OF CULTURAL & HISTORIC AFFAIRS TO APPLY TO THE NEW JERSEY DIVISION OF TRAVEL AND TOURISM COOPERATIVE MARKETING GRANT PROGRAM FOR THE 2019 PASSAIC COUNTY FAIR, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:  
  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:  
  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL  
Public Works  
COMMITTEE NAME

<b>Official Resolution#</b>		<b>R20180338</b>						
Meeting Date		04/24/2018						
Introduced Date		04/24/2018						
Adopted Date		04/24/2018						
Agenda Item		k-33						
CAF #								
Purchase Req. #								
Result		Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

Passaic 33-2

**RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC  
DEPARTMENT OF CULTURAL & HISTORIC AFFAIRS TO  
APPLY TO THE NEW JERSEY DIVISION OF TRAVEL AND  
TOURISM COOPERATIVE MARKETING GRANT PROGRAM  
FOR THE 2019 PASSAIC COUNTY FAIR**

**WHEREAS** the County of Passaic Director of the Department of Cultural & Historic Affairs is desirous of applying to the New Jersey Division of Travel and Tourism Cooperative Marketing Grant 2019 for the production of marketing material and advertising of the Passaic County Fair; and

**WHEREAS** the NJ Division of Travel and Tourism provides support to any New Jersey organization that can demonstrate significant interest in the tourism industry of New Jersey through its Cooperative Marketing Grant, which has a maximum award of \$15,000 with a 25% match (\$3,750) required by the County of Passaic to be taken from the County's matching grant fund account; and

**WHEREAS** the Department of Cultural & Historic Affairs will request the full \$15,000, as noted in a letter to the Board dated April 19, 2018 attached hereto and made a part hereof, which will cover associated marketing and advertising costs of the Passaic County Fair in the hope that it will increase visitation and revenues; and

**WHEREAS** this matter was discussed by the Freeholder members of the Public Works and Buildings & Grounds Committee at their meeting on April 11, 2018 and is recommended to the full Board for approval.

**WHEREAS** a certification is attached hereto indicating the availability of funds for said expenditure.

**NOW THEREFORE BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Passaic hereby authorizes

the Director of the County of Passaic Department of Cultural Affairs  
Historic Affairs to apply to the New Jersey Division of Travel and  
Tourism Cooperative Marketing Grant Program for the 2019  
Passaic County Fair for a maximum award of \$15,000, with a  
required \$3,750 match by the County, which will cover associated  
marketing and advertising costs of the Fair in the hope that it will  
increase visitation and revenues for the 2019 Passaic County  
Fair.

**BE IT FURTHER RESOLVED** that the Board of Chosen  
Freeholders of the County of Passaic hereby authorizes the  
Director and Clerk of the Board, as well as the Office of Passaic  
County Counsel, to execute any necessary documents to apply for  
the Grant as set forth above and also to receive funds  
accordingly.

April 24, 2018

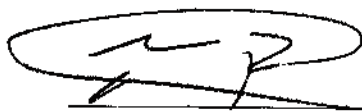
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$3,750.00

APPROPRIATION: Subject to availability of funds in future years  
Budget.

PURPOSE: Resolution authorizing the County of Passaic  
Department of Cultural & Historic Affairs to apply to  
the New Jersey Division of Travel and Tourism.

  
\_\_\_\_\_  
Flavio Rivera, Treasurer

DATED: April 24, 2018



# County of Passaic

Department of Cultural & Historic Affairs  
Dey Mansion, 199 Totowa Road, Wayne, NJ 07470

Kelly C. Ruffel  
*Director*

TEL: 973 - 696 - 1776

TEL: 973 - 706 - 6640

e-mail: [kellyr@passaiccountynj.org](mailto:kellyr@passaiccountynj.org)

April 19, 2018

Board of Chosen Freeholders  
Passaic County Administration Building  
401 Grand Street  
Paterson, NJ 07505

**RE: APPLICATION TO THE NEW JERSEY DIVISION OF TRAVEL AND  
TOURISM COOPERATIVE MARKETING GRANT PROGRAM FOR THE  
2019 PASSAIC COUNTY FAIR**

Members of the Board:

We are seeking a resolution authorizing applying for the New Jersey Division of Travel and Tourism Cooperative Marketing Grant 2019 for the production of marketing material and advertising of the Passaic County Fair. The NJ Division of Travel and Tourism is providing support to any New Jersey organization that can demonstrate a significant interest in the New Jersey tourism industry through its Cooperative Marketing Grant program. The grant has a maximum award of \$15,000 with a 25% match. The match required from the County will be \$3,750. We will request the full \$15,000 which will cover associated marketing and advertising costs of the Passaic County Fair in hopes that it will increase visitation and revenues. The Public Works and Building & Grounds Committee at their meeting of April 11, 2018 recommended that the full Board authorize applying for this grant.

I encourage you to consider adopting this resolution to authorize our application to the New Jersey Division of Travel and Tourism. If you have any questions, please do not hesitate to contact me.

Sincerely

*Kelly C. Ruffel*

Kelly C. Ruffel, Director  
Cultural & Historic Affairs



# County of Passaic

Department of Cultural & Historic Affairs  
Dey Mansion, 199 Totowa Road, Wayne, NJ 07470

Kelly C. Ruffel  
*Director*

TEL: 973 - 696 - 1776

TEL: 973 - 706 - 6640

e-mail: [kellyr@passaiccountynj.org](mailto:kellyr@passaiccountynj.org)

April 19, 2018

Board of Chosen Freeholders  
Passaic County Administration Building  
401 Grand Street  
Paterson, NJ 07505

**RE: APPLICATION TO THE NEW JERSEY DIVISION OF TRAVEL AND  
TOURISM COOPERATIVE MARKETING GRANT PROGRAM FOR THE  
2019 PASSAIC COUNTY FAIR**

Members of the Board:

We are seeking a resolution authorizing applying for the New Jersey Division of Travel and Tourism Cooperative Marketing Grant 2019 for the production of marketing material and advertising of the Passaic County Fair. The NJ Division of Travel and Tourism is providing support to any New Jersey organization that can demonstrate a significant interest in the New Jersey tourism industry through its Cooperative Marketing Grant program. The grant has a maximum award of \$15,000 with a 25% match. The match required from the County will be \$3,750. We will request the full \$15,000 which will cover associated marketing and advertising costs of the Passaic County Fair in hopes that it will increase visitation and revenues. The Public Works and Building & Grounds Committee at their meeting of April 11, 2018 recommended that the full Board authorize applying for this grant.

I encourage you to consider adopting this resolution to authorize our application to the New Jersey Division of Travel and Tourism. If you have any questions, please do not hesitate to contact me.

Sincerely

*Kelly C. Ruffel*

Kelly C. Ruffel, Director  
Cultural & Historic Affairs

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
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Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC DEPARTMENT OF CULTURAL & HISTORIC AFFAIRS TO APPLY TO THE NJ HISTORIC TRUST FOR THE DISCOVER NJ HISTORIC LICENSE PLATE FUND HERITAGE TOURISM GRANT FY 2018 IN AN AMOUNT OF \$5,000 FOR THE COMPLETION OF A VISITOR-READY ASSESSMENT OF DEY MANSION, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works

COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20180339</b>							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-34							
CAF #								
Purchase Req. #								
Result	Adopted							
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>	<b>RECU.</b>
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

Passaic, N.J. 07651-34-2

**RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC  
DEPARTMENT OF CULTURAL & HISTORIC AFFAIRS TO  
APPLY TO THE NJ HISTORIC TRUST FOR THE DISCOVER NJ  
HISTORIC LICENSE PLATE FUND HERITAGE TOURISM  
GRANT FY 2018 IN AN AMOUNT OF \$5,000 FOR THE  
COMPLETION OF A VISITOR-READY ASSESSMENT OF DEY  
MANSION**

**WHEREAS** the County of Passaic Department of Cultural & Historic Affairs is desirous of applying to the NJ Historic Trust for the Discover NJ Historic License Plate Fund Heritage Tourism Grant FY 2018 in an amount of \$5,000 for the completion of a visitor-ready assessment of Dey Mansion and the subsequent assessment of other Passaic County historic sites; and

**WHEREAS** the NJHT is providing technical assistance as well as financial assistance to best promote heritage tourism sites, trails, scenic byways and/or historic districts as destinations through its Discover NJ Historic License Plate Fund Heritage Tourism Grant program; and

**WHEREAS** the approval of this grant will attempt to gauge the visitor-ready potential of historic sites/destinations, as well as establish performance evaluation; and

**WHEREAS** Passaic County's application will be for the maximum award amount of \$5,000 which will cover the cost to hire a consultant to complete the visitor-ready assessment and its application is being recommended by the Passaic County Director of Cultural & Historic Affairs in a letter to the Board dated April 19, 2018 (copy of letter attached hereto and made a part hereof); and

**WHEREAS** this matter was discussed by the Freeholder members of the Public Works and Buildings & Grounds



Committee at their meeting on April 11, 2018 and is **Res-Pg:k.34-3**  
recommended to the full Board for approval; and

**NOW THEREFORE BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the Director of the County of Passaic Department of Cultural & Historic Affairs to apply to the New Jersey Historic Trust – Discover NJ Historic License Plate Heritage Tourism Grant FY 2018 for the completion of a visitor-ready assessment of Dey Mansion and subsequent assessment of other Passaic County historic sites in the future.

**BE IT FURTHER RESOLVED** that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the Director and Clerk of the Board, as well as the Office of Passaic County Counsel, to execute any necessary documents to apply for the Grant as set forth above and also to receive funds accordingly.

April 24, 2018



# County of Passaic

Department of Cultural & Historic Affairs  
 Dey Mansion, 199 Totowa Road, Wayne, NJ 07470

Kelly C. Ruffel  
 Director

TEL: 973 - 706 - 6640  
 e-mail: [kellyr@passaiccountynj.org](mailto:kellyr@passaiccountynj.org)

April 19, 2018

Board of Chosen Freeholders  
 Passaic County Administration Building  
 401 Grand Street  
 Paterson, NJ 07505

**RE: APPLICATION TO THE NJ HISTORIC TRUST FOR THE DISCOVER NJ HISTORIC LICENSE PLATE FUND HERITAGE TOURISM GRANT FOR THE COMPLETION OF A VISITOR-READY ASSESSMENT OF DEY MANSION**

Members of the Board:

We are seeking a resolution authorizing applying to the New Jersey Historic Trust (NJHT) – Discover NJ Historic License Plate Heritage Tourism Grant FY 2018 for the completion of a visitor-ready assessment of Dey Mansion, but which then subsequent Passaic County's historic sites would follow.

The NJHT is providing financial assistance as well as technical assistance to best promote heritage tourism sites, trails, scenic byways, and/or historic districts as destinations through its Discover NJ Historic License Plate Fund Heritage Tourism Grant program. This grant support will attempt to gauge the visitor-ready potential of historic sites/destinations, as well as establish performance evaluations to measure successes of the marketing program. Projects will seek to develop links between their site/destination and surrounding environmental and cultural characteristics of the community.

The grant has a maximum award of \$5,000. The County does not have to match this funding. We will request \$5,000 which will cover the cost to hire a consultant to complete the visitor-ready assessment. The Public Works and Building & Grounds Committee at their meeting of April 11, 2018 recommended that the full Board authorize applying for this grant.

I encourage you to consider adopting this resolution to authorize our application to the NJHT. If you have any questions, please do not hesitate to contact me.

Sincerely,

*Kelly C. Ruffel*

Kelly C. Ruffel, Director  
 Cultural & Historic Affairs

Introduced on: April 24, 2018  
 Adopted on: April 24, 2018  
 Official Resolution#: R20180339



## GRANT APPLICATION REQUEST FORM

1. **Grant Title:** NJ Historic Trust – Heritage & License Plate Grant
  
2. **Funding Source:**  Federal  State  Other : \_\_\_\_\_
  
3. **Description of Grant:**  

The NJHT is providing funding to best promote heritage tourism sites, trails, scenic byways, and/or historic districts as destinations through its Discover NJ Historic License Plate Fund Heritage Tourism Grant program. This grant support will attempt to gauge the visitor-ready potential of historic sites/destinations, as well as establish performance evaluations to measure successes of the marketing program. The County will be applying for an evaluation of its assets at Dey Mansion and how the site can be best visitor-ready.
  
4. **Grant Period:** From July 2018 To July 2019
  
5. **Amount Requested:** \$ 5,000
  
6. **Is a dollar match required? :**  Yes  No
  
7. **If yes, how much? :** \$ \_\_\_\_\_
  
8. **Is the match:**  Monetary  In-Kind (Identify): \_\_\_\_\_
  
9. **Account #:** \_\_\_\_\_
  
10. **Is this a:**  New Program  Existing Program  Amendment
  
11. **Grant Administrator (Name/Title/ Department):**

Kelly Ruffel, Director, Dept of Cultural & Historic Affairs

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
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401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: A RESOLUTION IN SUPPORT OF THE FRIENDS OF PASSAIC COUNTY PARKS INC. APPLICATION TO THE NEW JERSEY HISTORIC TRUST FOR THE HISTORIC SITES MANAGEMENT GRANT FOR THE DEVELOPMENT OF AN INTERPRETATIVE PLAN FOR PASSAIC COUNTY HISTORIC SITES, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

---

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works

COMMITTEE NAME

<b>Official Resolution#</b>		<b>R20180340</b>						
Meeting Date		04/24/2018						
Introduced Date		04/24/2018						
Adopted Date		04/24/2018						
Agenda Item		k-35						
CAF #								
Purchase Req. #								
Result		Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>	<b>RECU.</b>
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**A RESOLUTION IN SUPPORT OF THE FRIENDS OF PASSAIC COUNTY PARKS INC. APPLICATION TO THE NEW JERSEY HISTORIC TRUST FOR THE HISTORIC SITES MANAGEMENT GRANT FOR THE DEVELOPMENT OF AN INTERPRETATIVE PLAN FOR PASSAIC COUNTY HISTORIC SITES**

**WHEREAS** the County of Passaic (hereafter “County”) and Passaic County Board of Chosen Freeholders (hereafter “Board”) owns and operates the Passaic County Park System, which includes the Apshawa Preserve in West Milford, Friendship Park in Bloomingdale, Garret Mountain Reservation in Woodland Park and Paterson, Goffle Brook Park in Hawthorne, Pompton Aquatic Park in Pompton Lakes and Wayne, Preakness Valley Golf Course in Wayne, Rifle Camp Park in Woodland Park, Highlands Preserve in West Milford, Tranquility Ridge Park in Ringwood and West Milford, and Weasel Brook Park in Clifton (collectively the “Passaic County Park System” or “Park System”); and

**WHEREAS** within the Park System are a number of historic sites, including the Lambert Tower, Lambert Castle, Vanderhoef-Westervelt House, John W. Rea House, and the Dey Mansion; and

**WHEREAS** on September 8<sup>th</sup>, 2008 the Board via Resolution No. 08-742 created the Friends of Passaic County Parks, Inc. (hereafter “Friends” or “FOPCP”), a New Jersey non-profit corporation, to apply for grant and other funding opportunities to improve the Passaic County Park System, as well as support improvements and programming of the historic sites within the Park System; and

**WHEREAS** the Friends are desirous of making an application in the amount of fifty thousand dollars (\$50,000) to the New Jersey

Historic Trust – Historic Trust Historic Site Management Grant  
2018 for the development and production of an interpretative plan  
which will link Passaic County’s historic sites together through  
various historic themes; and

**WHEREAS** the Grant has a maximum award of \$50,000 and  
the FOPCP will request the full \$50,000 which will cover the cost to  
produce the interpretative plan); and

**WHEREAS** this matter was discussed and reviewed by the  
Freeholder Committee for Public Works and Building & Grounds at  
a meeting on April 11, 2018 who recommended that it be approved  
by the entire Board.

**NOW THEREFORE BE IT RESOLVED** that the Passaic  
County Board of Chosen Freeholders supports and approves of the  
application by the Friends of Passaic County Parks, Inc. to the New  
Jersey Historic Trust – Historic Trust Historic Site Management  
Grant 2018, as described herein.

**BE IT FURTHER RESOLVED** that if monies are awarded to  
the Friends, the Director of the Cultural and Historic Affairs  
Department is authorized to execute the goals of the application.

**BE IT FURTHER RESOLVED** that the Director, Clerk of the  
Board, and County Counsel are authorized to execute all necessary  
documents on behalf of the County of Passaic to effectuate the  
purposes of this Resolution.

April 24, 2018



# County of Passaic

Department of Cultural & Historic Affairs  
Dey Mansion, 199 Totowa Road, Wayne, NJ 07470

Kelly C. Ruffel  
*Director*

TEL: 973 - 706 - 6640  
e-mail: [kellyr@passaiccountynj.org](mailto:kellyr@passaiccountynj.org)

April 19, 2018

Board of Chosen Freeholders  
Passaic County Administration Building  
401 Grand Street  
Paterson, NJ 07505

**RE: RESOLUTION TO SUPPORT THE FRIENDS OF PASSAIC COUNTY PARKS APPLICATION TO THE NJ HISTORIC TRUST FOR THE HISTORIC SITES MANAGEMENT GRANT FOR THE DEVELOPMENT OF A INTERPRETATIVE PLAN FOR PASSAIC COUNTY HISTORIC SITES**

Members of the Board:

We are seeking a resolution to support the Friends of Passaic County Parks application to the New Jersey Historic Trust (NJHT) – Historic Trust Historic Site Management Grant 2018 for the development and production of an interpretative plan which will link Passaic County's historic sites together through various historic themes. The grant has a maximum award of \$50,000. The FOPCP will request the full \$50,000 which will cover the cost to produce the interpretative plan. The Public Works and Building & Grounds Committee at their meeting of April 11, 2018 recommended that the full Board support this endeavor.

I encourage you to consider adopting this resolution to support the Friends of Passaic County Park's application to the NJHT. If you have any questions, please do not hesitate to contact me.

Sincerely,

*Kelly C. Ruffel*

Kelly C. Ruffel, Director  
Cultural & Historic Affairs



## RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Kelly C. Ruffel  
**Telephone #:** 973-706-6640

**DESCRIPTION OF RESOLUTION:**

Resolution to Support The Friends Of Passaic County Parks' Application to the NJ Historic Trust Historic Site Management Grant for the preparation of a County-wide Interpretive Plan

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A *REQUISITION*. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. **AMOUNT OF EXPENDITURE:** \$ N/A  
**REQUISITION #** N/A  
**ACCOUNT #** N/A

4. **METHOD OF PROCUREMENT:**

RFP       RFQ       Bid

Other: \_\_\_\_\_

- | 5. <b>COMMITTEE REVIEW:</b>                              | <b>DATE:</b>   |
|--|----------------|
| <input type="checkbox"/> Administration & Finance        | _____          |
| <input type="checkbox"/> Budget                          | _____          |
| <input type="checkbox"/> Health                          | _____          |
| <input type="checkbox"/> Human Services                  | _____          |
| <input type="checkbox"/> Law & Public Safety             | _____          |
| <input type="checkbox"/> Planning & Economic Development | _____          |
| <input checked="" type="checkbox"/> Public Works         | <u>4/11/18</u> |

6. **DISTRIBUTION LIST:**

Administration       Finance       Counsel

Clerk to the Board       Procurement

Other: \_\_\_\_\_

Introduced on: April 24, 2018  
 Adopted on: April 24, 2018  
 Official Resolution#: R20180340



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Pasquale "Pat" Lepore

401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



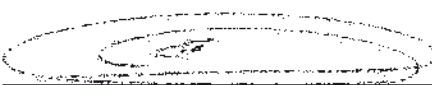
## Public Meeting (Board Meeting)

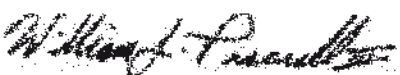
Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING A CONTRACT BY AND BETWEEN THE COUNTY OF PASSAIC AND SCHINDLER ELEVATOR CORP. FOR THE PERIOD OF APRIL 1, 2018 TO DECEMBER 31, 2018 FOR MAINTENANCE AND SERVICE OF 31 ELEVATORS IN VARIOUS BUILDINGS OWNED BY THE COUNTY OF PASSAIC, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:  
  
\_\_\_\_\_  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:  
  
\_\_\_\_\_  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works  
\_\_\_\_\_  
COMMITTEE NAME

<b>Official Resolution#</b>		<b>R20180341</b>						
Meeting Date		04/24/2018						
Introduced Date		04/24/2018						
Adopted Date		04/24/2018						
Agenda Item		k-36						
CAF #								
Purchase Req. #								
Result		Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION AUTHORIZING A CONTRACT BY AND BETWEEN  
THE COUNTY OF PASSAIC AND SCHINDLER ELEVATOR CORP.  
FOR THE PERIOD OF APRIL 1, 2018 TO DECEMBER 31, 2018  
FOR MAINTENANCE AND SERVICE OF 31 ELEVATORS IN  
VARIOUS BUILDINGS OWNED BY THE COUNTY OF PASSAIC**

**WHEREAS** on July 14, 2017, the County of Passaic received bids for the service and maintenance of thirty-one (31) elevators in buildings owned by the County of Passaic for a two (2)-year period with a one (1)-year option; and

**WHEREAS** the Passaic County Superintendent of Buildings & Grounds had reported that all the bids were extremely high and recommended that the Board of Chosen Freeholders of the County of Passaic reject all bids and instead of rebidding, award the contract with Schindler Elevator Corp. of Morristown, NJ under State contract #T2946; and

**WHEREAS** by Resolution R-2017-0689 dated August 15, 2017, the said Board concurred in this recommendation and awarded a contract to said Schindler for the sum of \$5,180 per month for regular maintenance and the sum of \$80,000 was allocated for needed service repairs at the hourly rates set forth in the said State contract; and

**WHEREAS** the Superintendent, by letter dated April 18, 2018, is now requesting that a contract for regular elevator maintenance and needed repair for County elevators be awarded to said Schindler under the same State contract (#T2946) for the period April 1, 2018 through December 31, 2018 and the sum of \$125,000 be allocated to cover the maintenance and needed repair pursuant to the terms and hourly rates set forth in the State bid (copy of letter attached hereto and made a part hereof; and

**WHEREAS** the Freeholder Committee for Public Works and Buildings & Grounds reviewed this matter at its April 11, 2018 meeting and is recommending that it be approved by the full Board; and

**WHEREAS** a certification is attached indicating the availability of funds for said expenditure.

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes a maintenance and service contract for the period of April 1, 2018 to December 31, 2018 for thirty-one (31) elevators in various buildings owned by the County of Passaic pursuant to the terms and conditions of the State contract #T2946 and allocates the sum of \$125,000 to cover the costs associated with that contract.

**BE IT FURTHER RESOLVED** that the Purchasing Agent and all other necessary officers and employees be and hereby are authorized and directed to take such further actions and sign such documents as are necessary to effectuate the purpose of this resolution including, but not limited to, issuance of an appropriate purchase orders.

April 24, 2018

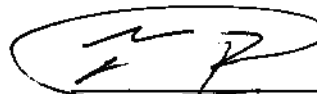
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$125,000.00

APPROPRIATION: 8-01-20-112-001-213

PURPOSE: Resolution authorizing a contract by and between the County of Passaic and Schindler Elevator Corp. for the period of April 1, 2018 to December 31, 2018 for maintenance of elevator.



Flavio Rivera, Treasurer

DATED: April 24, 2018



## County of Passaic

Administration Building

307 Pennsylvania Ave, Paterson, New Jersey 07503

Jack Nigro

County Superintendent of  
Buildings & Grounds

TEL: (973) 881-4425

CELL PHONE: (973) 592-2168

E-MAIL: [jackn@passaiccountynj.org](mailto:jackn@passaiccountynj.org)

4/18/2018

Mr. Michael Glovin, Esq.  
Deputy County Counsel  
401 Grand Street  
Paterson, New Jersey 07505

Re: Resolution Request- SCHINDLER ELEVATOR CORP.  
20 WHIPPANY RD. SUITE 225  
MORRISTOWN, NEW JERSEY

Dear Mr. Glovin:

At the April 11, 2018 meeting of the Public Works and Buildings & Grounds Committee a request was heard for Schindler Elevator.

Description of Resolution- Resolution Awarding a Contract to Schindler Elevator for service & repairs for elevators to all County Buildings in the amount of \$ 125,000. Resolution Period: April 1, 2018 to December 31, 2018. (Buildings and Grounds)

Requisition number: R8-02644  
Account number: 8-01-20-112-001-213  
State Contract number: T#2946

If you should have any questions or I can be of additional assistance, please feel free to contact me. Thank you for your attention and your assistance with this matter.

Very truly yours,

Jack Nigro

Superintendent of Buildings & Grounds

JN/gdj

Enclosure

Cc: Freeholder James Chair, Public Works and Buildings & Grounds Committee  
Anthony DeNova, Passaic County Administrator

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180341



## RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: BUILDINGS & GROUNDS

Telephone #: 973-881-4425

**DESCRIPTION OF RESOLUTION:**

RESOLUTION REQUEST FOR ELEVATOR SERVICE &  
REPAIR ON ALL COUNTY BUILDINGS FOR SCHINDLER  
ELEVATOR CORP.

2. CERTIFICATION INFORMATION:

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND  
OTHER EXPENDITURES REQUIRE A *REQUISITION*. RESOLUTION REQUESTS  
FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION  
NUMBER

3. AMOUNT OF EXPENDITURE: \$ 125,000.00

REQUISITION # R8-02644

ACCOUNT # 8-01-20-112-001-213

4. METHOD OF PROCUREMENT:

RFP       RFQ       Bid

Other: \_\_\_\_\_

5. COMMITTEE REVIEW:

DATE:

Administration & Finance

\_\_\_\_\_

Budget

\_\_\_\_\_

Health

\_\_\_\_\_

Human Services

\_\_\_\_\_

Law & Public Safety

\_\_\_\_\_

Planning & Economic Development

\_\_\_\_\_

Public Works

4/11/2018

6. DISTRIBUTION LIST:

Administration       Finance       Counsel

Clerk to the Board       Procurement

Other: \_\_\_\_\_



## County of Passaic

Administration Building

307 Pennsylvania Ave, Paterson, New Jersey 07503

Jack Nigro

County Superintendent of  
Buildings & Grounds

TEL: (973) 881-4425

CELL PHONE: (973) 592-2168

E-MAIL: [jackn@passaiccountynj.org](mailto:jackn@passaiccountynj.org)

4/18/2018

Mr. Michael Glovin, Esq.  
Deputy County Counsel  
401 Grand Street  
Paterson, New Jersey 07505

Re: Resolution Request- SCHINDLER ELEVATOR CORP.  
20 WHIPPANY RD. SUITE 225  
MORRISTOWN, NEW JERSEY

Dear Mr. Glovin:

At the April 11, 2018 meeting of the Public Works and Buildings & Grounds Committee a request was heard for Schindler Elevator.

Description of Resolution- Resolution Awarding a Contract to Schindler Elevator for service & repairs for elevators to all County Buildings in the amount of \$ 125,000. Resolution Period: April 1, 2018 to December 31, 2018. (Buildings and Grounds)

Requisition number: R8-02644  
Account number: 8-01-20-112-001-213  
State Contract number: T#2946

If you should have any questions or I can be of additional assistance, please feel free to contact me. Thank you for your attention and your assistance with this matter.

Very truly yours,

Jack Nigro

Superintendent of Buildings & Grounds

JN/gdj

Enclosure

Cc: Freeholder James Chair, Public Works and Buildings & Grounds Committee  
Anthony DeNova, Passaic County Administrator

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180341

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
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Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

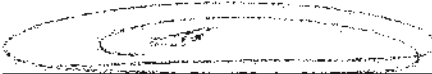
Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO NATIONAL DUST CONTROL CORP. FOR FLOOR MAT SERVICES AT VARIOUS PASSAIC COUNTY-OWNED BUILDINGS, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works  
COMMITTEE NAME

Official Resolution#	R20180342							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-37							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018



Res-Reg-37-2

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO  
NATIONAL DUST CONTROL CORP. FOR FLOOR MAT  
SERVICES AT VARIOUS PASSAIC COUNTY-OWNED  
BUILDINGS**

**WHEREAS** the Passaic County Superintendent of Buildings & Grounds recently reported that floor mat services from National Dust Control Corp. of Middlesex, New Jersey in the amount of \$7,500.00 were provided at various Passaic County-owned buildings, as listed in his letter dated April 18, 2018 attached hereto and made a part hereof; and

**WHEREAS** this expenditure will bring the total amount of floor mat services for year 2017 over the monetary threshold established under the Pay to Play Law (N.J.S.A. 19:44A-20.3 et seq.); and

**WHEREAS** the said Board, by Resolution 06-97 dated February 14, 2006, established a policy of only awarding contracts in excess of the monetary threshold set forth under the Pay-to-Play law only under a fair and open process; and

**WHEREAS** the Passaic County Superintendent of Buildings & Grounds is requesting that the said Board make an exception in this case because of the fact the materials for these services have already been incorporated into County-owned buildings; and

**WHEREAS** the Freeholder Committee for Public Works and Buildings & Grounds reviewed this matter at its April 11, 2018 meeting and is recommending that the Board make an exception in this case; and

**WHEREAS** a certification is attached which indicates that funds are available for the within contemplated expenditure.

**NOW THEREFORE BE IT RESOLVED** by the Board of

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution: 2018-37

Chosen Freeholders of the County of Passaic that it hereby

authorizes a non-fair and non-open contract to National Dust Control Corp. of Middlesex, New Jersey for floor mats used at various County-owned buildings throughout the County of Passaic.

**BE IT FURTHER RESOLVED** that this contract is being awarded as an exception to the policy of the Board as set forth in its Resolution R-06-97 dated February 14, 2006 because of the special circumstances of this situation and the policy of the Board as set forth in this resolution shall remain in full force and effect; and

**BE IT FURTHER RESOLVED** that the Director and Clerk of the said Board are hereby authorized to execute the necessary contract on behalf of the County of Passaic if necessary.

April 24, 2018

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$7,500.00

APPROPRIATION: 8-01-20-112-001-207

PURPOSE: Resolution authorizing an award of contract to National Dust Control Corp. for floor mat services.



Flavio Rivera, Treasurer

DATED: April 24, 2018



**County of Passaic**

**Administration Building**

307 Pennsylvania Ave, Paterson, New Jersey 07503

**Jack Nigro**  
County Superintendent of  
Buildings & Grounds

TEL: (973) 881-4425  
CELL PHONE: (973) 592-2168  
E-MAIL: [jackn@passaiccountynj.org](mailto:jackn@passaiccountynj.org)

April 18, 2018

Mr. Michael Glovin, Esq.  
Asst. Passaic County Counsel  
401 Grand Street  
Paterson, New Jersey 07505

**Re: Resolution Request- National Dust Control**  
200 Blackford Avenue  
Middlesex, NJ 08846-2599

Dear Mr. Glovin,

At the April 11, 2018 meeting of the Public Works and Buildings & Grounds Committee a request was heard for National Dust Control.

Description of Resolution- Resolution awarding a Non Fair-Non Open contract to National Dust Control for Floor Matt Service for the amount of \$ 7,500 to close out the monetary limit for 2017-Over Threshold. We use this vendor because they were very reliable and would of direct staff to all of our facilities at a moment notice.

**Locations being serviced are:**

- 80 Hamilton St (Social Services)
- 151 E. 11<sup>th</sup> St (Buildings & Grounds office)
- 77 Hamilton St (Courthouse)
- 401 Grand St (New Administration Bldg.)
- 501 River St (Procurement Center)
- 317 Pennsylvania Ave (Roads Dept.)
- 930 Riverview Dr. (Adult Day Care Center)
- 305 Old Ham Rd (Preakness Healthcare Center)

If you should have any questions or I can be of additional assistance, please feel free to contact me. Thank you for your attention with this matter.

REGARDS

  
JACK NIGRO  
SUPERINTENDENT  
BUILDINGS & GROUNDS  
JN/IT  
ENCLOSURE

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180342



## RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: BUILDINGS & GROUNDS  
 Telephone #: 973-881-4425

**DESCRIPTION OF RESOLUTION:**

Resolution awarding a Non Fair-Non Open contract to National Dust Control for Floor Matt Service for the amount of \$ 7,500 to close out the monetary limit for 2017-Over Threshold.

2. CERTIFICATION INFORMATION:

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A *REQUISITION*. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. AMOUNT OF EXPENDITURE: \$ 7,500.00  
 REQUISITION # R8-02645  
 ACCOUNT # 8-01-20-112-001-207

4. METHOD OF PROCUREMENT:

RFP       RFQ       Bid  
 Other: \_\_\_\_\_

5. COMMITTEE REVIEW:

DATE:

<input type="checkbox"/> Administration & Finance	_____
<input type="checkbox"/> Budget	_____
<input type="checkbox"/> Health	_____
<input type="checkbox"/> Human Services	_____
<input type="checkbox"/> Law & Public Safety	_____
<input type="checkbox"/> Planning & Economic Development	_____
<input checked="" type="checkbox"/> Public Works	<u>4/11/2018</u>

6. DISTRIBUTION LIST:

Administration       Finance       Counsel  
 Clerk to the Board       Procurement  
 Other: \_\_\_\_\_

Introduced on: April 24, 2018  
 Adopted on: April 24, 2018  
 Official Resolution#: R20180342



**County of Passaic**

**Administration Building**

307 Pennsylvania Ave, Paterson, New Jersey 07503

**Jack Nigro**  
County Superintendent of  
Buildings & Grounds

TEL: (973) 881-4425  
CELL PHONE: (973) 592-2168  
E-MAIL: [jackn@passaiccountynj.org](mailto:jackn@passaiccountynj.org)

April 18, 2018

Mr. Michael Glovin, Esq.  
Asst. Passaic County Counsel  
401 Grand Street  
Paterson, New Jersey 07505

**Re: Resolution Request- National Dust Control**  
200 Blackford Avenue  
Middlesex, NJ 08846-2599

Dear Mr. Glovin,

At the April 11, 2018 meeting of the Public Works and Buildings & Grounds Committee a request was heard for National Dust Control.

Description of Resolution- Resolution awarding a Non Fair-Non Open contract to National Dust Control for Floor Matt Service for the amount of \$ 7,500 to close out the monetary limit for 2017-Over Threshold. We use this vendor because they were very reliable and would of direct staff to all of our facilities at a moment notice.

**Locations being serviced are:**

- 80 Hamilton St (Social Services)
- 151 E. 11<sup>th</sup> St (Buildings & Grounds office)
- 77 Hamilton St (Courthouse)
- 401 Grand St (New Administration Bldg.)
- 501 River St (Procurement Center)
- 317 Pennsylvania Ave (Roads Dept.)
- 930 Riverview Dr. (Adult Day Care Center)
- 305 Old Ham Rd (Preakness Healthcare Center)

If you should have any questions or I can be of additional assistance, please feel free to contact me. Thank you for your attention with this matter.

REGARDS

  
JACK NIGRO  
SUPERINTENDENT  
BUILDINGS & GROUNDS  
JN/IT  
ENCLOSURE

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180342

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
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401 Grand Street  
Paterson, New Jersey 07505  
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Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)


Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION RATIFYING ACTION TAKEN BY PASSAIC COUNTY ADMINISTRATION TO AWARD AN EMERGENCY CONTRACT TO LEMCO CORPORATION FOR EMERGENCY SERVICE CALL AND SUBSEQUENT REPLACEMENT OF ELECTRICAL BREAKER AT 77 HAMILTON STREET, PATERSON, NJ, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works  
COMMITTEE NAME

<b>Official Resolution#</b>		<b>R20180343</b>						
Meeting Date		04/24/2018						
Introduced Date		04/24/2018						
Adopted Date		04/24/2018						
Agenda Item		k-38						
CAF #								
Purchase Req. #								
Result		Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION RATIFYING ACTION TAKEN BY PASSAIC COUNTY  
ADMINISTRATION TO AWARD AN EMERGENCY CONTRACT TO  
LEMCO CORPORATION FOR EMERGENCY SERVICE CALL AND  
SUBSEQUENT REPLACEMENT OF ELECTRICAL BREAKER AT 77  
HAMILTON STREET, PATERSON, NJ**

**WHEREAS** on Saturday, February 10, 2018 at approximately 6:00 a.m., the County of Passaic suffered a major electrical power outage in 77 Hamilton Street which required temporary generators to be positioned outside in order to generate electricity to that building and part of 71 Hamilton Street in Paterson, NJ; and

**WHEREAS** as a consequence thereof, the Passaic County Superintendent of Buildings & Grounds contacted Lemco Corporation of Wayne, NJ to conduct an emergency service call to diagnose and trouble shoot the problem that caused the power failure; and

**WHEREAS** the bill for the repair, which consisted of various replacement of parts, hookups, and energizing the new electrical panels at both 71 and 77 Hamilton Street amounted to \$27,878.00; and

**WHEREAS** upon receipt of the bill, the Passaic County Administrator determined, by memo dated April 19, 2018, that the situation was one which could have affected the health, safety and welfare of the public and employees using these Passaic County-owned buildings and authorized the emergency contract to Lemco Corporation in the amount of \$27,878.00 (copy of memo, letter from Superintendent of Buildings & Grounds and bill attached hereto and made a part hereof); and



**WHEREAS** the Freeholder Committee for Public Works and Buildings & Grounds at its April 11, 2018 meeting reviewed this matter and recommended that the full Board ratify this action.

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby ratifies the action taken by the Passaic County Administration in awarding an emergency contract to Lemco Corporation of Wayne, NJ in the amount of \$27,878.00 for the emergency service call and subsequent repair of the electrical system for 71 and 77 Hamilton Street in Paterson, NJ pursuant to the attached correspondence.

**BE IT FURTHER RESOLVED** that in conformity with the emergency provisions of the Local Public Contracts Law N.J.S.A. 40A:11-6, it hereby authorizes a contract for this emergency and payment to the contractor for all work performed in connection with this emergency.

April 24, 2018



## County of Passaic

Administration Building Room 205  
401 Grand Street • Paterson, New Jersey 07505-2023

Anthony J. DeNova  
County Administrator

TEL: (973) 881-4405

FAX: (973) 881-2853

e-mail: [adenova@passaiccountynj.org](mailto:adenova@passaiccountynj.org)

### MEMORANDUM

TO: Michael Marinello, Purchasing Director

FROM: Anthony J. DeNova, County Administrator

DATE: April 19, 2018

RE: Authorization of Immediate Award of Contract to Lemco Corporation of Wayne, NJ for Emergency Service at 77 Hamilton Street, Paterson, NJ

This is to advise that in my capacity as County Administrator of the County of Passaic, I authorize an immediate award of a contract to Lemco Corporation of Wayne, NJ for Emergency Service at 77 Hamilton Street, Paterson, NJ.

On April 19, 2018, I received a letter from Jack Nigro, Superintendent of Buildings & Grounds (copy attached), in which he mentions that a major power outage occurred on February 10, 2018. Since then, two (2) county electricians diagnosed the problem and found that a 1,500-volt breaker had tripped at 77 Hamilton Street and partially at 71 Hamilton Street, and could not be reset. Generators were brought over from the Office of Emergency Management Dept. and hooked up to run the power temporarily. Meanwhile, Lemco Corporation was called to come out and assess the issue and repair the problem as stated in attached letter from Jack Nigro.

In light of the above and given the urgent need for the emergency supply and installation of the necessary parts and repair services for the completed work, I hereby authorize an immediate award of contract to Lemco Corporation, of Wayne, NJ in the amount of \$27,878.00.

Thank you for your kind and immediate attention to this matter.

Anthony J. DeNova  
County Administrator

Cc: Board of Chosen Freeholders  
Michael H. Glovin, Deputy County Counsel  
Richard Cahill, Finance Officer  
Matthew P. Jordan, Esq., Deputy County Administrator  
Jack Nigro, Superintendent of Building & Grounds

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180343



**County of Passaic**  
**BUILDINGS & GROUNDS DEPARTMENT**  
151 E. 11<sup>TH</sup> STREET, Paterson, New Jersey 07524

**Jack Nigro**  
County Superintendent of  
Buildings & Grounds

TEL: (973) 881-4425  
CELL PHONE: (973) 592-2168  
E-MAIL: [jackn@passaiccountynj.org](mailto:jackn@passaiccountynj.org)

April 19, 2018

Mr. Anthony J. DeNova III  
Passaic County Administrator  
401 Grand Street  
Paterson, New Jersey 07505

**Re: Resolution Request- 77 Hamilton St**  
**Paterson, New Jersey**  
**Emergency Electrical Power Outage**

Dear Mr. DeNova,

The County, back on February 10, 2018 had a major power outage in 77 Hamilton St. The problem occurred around 6:00am on Saturday morning. We brought in 2 of our electricians to diagnose the problem. They found that a 1,500 volt breaker had tripped in the basement and would not reset. I called Lemco Corporation to come out to work on the problem. Meanwhile we brought down one of OEM Generators to possible run temporary power. Lemco worked with our staff to hook up the generator for 77 Hamilton St. and part of 71 Hamilton St. After the generator was functionally, Lemco Troubleshoot the problem that caused the power failure. Apparently there was a #3 Aluminum wire underground that fed electricity flow to the main transformers to a sub panel which was shouted out. We then told Lemco to order new wire and any additional parts for a new breaker immediately and re-install as soon as feasible. The new installation took place on March and Saturday & Sunday. Please declare this request as an emergency and i will request a resolution.

RESPECTFULLY,

JACK NIGRO  
SUPERINTENDENT  
BUILDINGS & GROUNDS  
JN/IT  
ENCLOSURE

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180343

APR 24 2018 10:11 AM

APR 24 2018 10:11 AM



**County of Passaic**  
**BUILDINGS & GROUNDS DEPARTMENT**  
151 E. 11<sup>TH</sup> STREET, Paterson, New Jersey 07524

Jack Nigro  
County Superintendent of  
Buildings & Grounds

TEL: (973) 881-4425  
CELL PHONE: (973) 592-2168  
E-MAIL: [jackn@passaiccountynj.org](mailto:jackn@passaiccountynj.org)

April 19, 2018

Mr. Michael Glovin  
Deputy County Counsel  
401 Grand Street  
Paterson, New Jersey 07505

**Re: Resolution Request- Lemco Corporation**  
**60 Greenwood Avenue**  
**Wayne, New Jersey 07470**

Dear Mr. Glovin,  
At the April 11, 2018 meeting of the Public Works and Buildings & Grounds Committee a request was heard for Lemco Corporation.

Description of Resolution- Resolution awarding a contract to Lemco Corporation. Emergency Service call on Saturday 2/10/2018 on a major power outage in 77 Hamilton St.

The following was needed:

- A. Hook up the leads from the generator into the boiler panel and energize the panel, check the phasing of the generator to make sure it was ok and then reenergize the boiler panel
- B. Disconnect and remove the existing shorted out feeder. Supply and install new 300amp, 480volt copper feeder to replace the existing aluminum
- C. Reenergize the boiler room panel, check the phasing and correct if necessary.
- D. Replace one 150amp, 480volt breaker that we found not working in the main electric room in Building # 71

A Total of \$27,878.00 is needed to cover cost.

If you should have any questions or I can be of additional assistance, please feel free to contact me.  
Thank you for your attention with this matter.

REGARDS,

JACK NIGRO  
SUPERINTENDENT  
BUILDINGS & GROUNDS  
JN/IT  
ENCLOSURE

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180343



## RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: BUILDINGS & GROUNDS

Telephone #: 973-881-4425

**DESCRIPTION OF RESOLUTION:**

Description of Resolution- Resolution awarding a contract to Lemco Corporation. Emergency Service call on Saturday 2/10/2018 on a major power outage in 77 Hamilton St. A Total of \$27,878.00 is needed to cover cost.

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A *REQUISITION*. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. AMOUNT OF EXPENDITURE: \$ 27,878.00

REQUISITION # R8-02893

ACCOUNT # 8-01-20-112-001-207

4. **METHOD OF PROCUREMENT:**

RFP       RFQ       Bid

Other: \_\_\_\_\_

5. **COMMITTEE REVIEW:**

DATE:

Administration & Finance \_\_\_\_\_

Budget \_\_\_\_\_

Health \_\_\_\_\_

Human Services \_\_\_\_\_

Law & Public Safety \_\_\_\_\_

Planning & Economic Development \_\_\_\_\_

Public Works 4/11/2018

6. **DISTRIBUTION LIST:**

Administration       Finance       Counsel

Clerk to the Board       Procurement

Other: \_\_\_\_\_

Introduced on: April 24, 2018  
 Adopted on: April 24, 2018  
 Official Resolution#: R20180343

COUNTY OF PASSAIC  
 PUBLIC BUILDINGS, CO OF PASSAIC  
 (Q) 973-881-4425  
 151 East 11th Street  
 PATERSON, NJ 07524

REQUISITION	
NO.	R8-02893

S H I P  T O	COUNTY OF PASSAIC PUBLIC BUILDINGS 151 EAST 11TH STREET PATERSON, NJ 07524
V E N D O R	VENDOR #: 12658 LEMCO CORPORATION 60 GREENWOOD AVENUE WAYNE, NJ 07470

ORDER DATE: 04/19/18  
 DELIVERY DATE:  
 STATE CONTRACT:  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	EMERGENCY SERVICE CALL ON SATURDAY 2/10/2018 ON A MAJOR POWER OUTAGE IN 77 HAMILTON ST.  INVOICE # 11599	8-01-20-112-001-207	27,878.0000	27,878.00
			TOTAL	27,878.00

Introduced on: April 24, 2018  
 Adopted on: April 24, 2018  
 Official Resolution#: R20180343

\_\_\_\_\_  
 REQUESTING DEPARTMENT DATE

INVOICE#: 11599

INVOICE DATE: 3/23/18

LEMCO CORPORATION  
60 GREENWOOD AVENUE  
WAYNE, NEW JERSEY 07470  
973 633-8786  
NJ ELEC.LIC.#5658

COUNTY OF PASSAIC BLDGS. & GROUND  
151 EAST 11<sup>th</sup> STREET  
PATERSON, NJ 07510  
ATTN: JACK NIGRO

RECEIVED

MAR 28 2018

BLDG'S &amp; GROUND

---

**Re: Passaic County Courthouse-Feeder Replacement**

- 1) Emergency service call on Saturday 2/10/18 to trace out wiring and determine what has to be done. Hook up the leads from the generator into the boiler panel and energize the panel, check the phasing of the generator to make sure it was OK and then reenergize the boiler panel.
- 2) Disconnect and remove the existing shorted out feeder. Supply and install new 300amp, 480volt copper feeder to replace the existing aluminum one.  
NOTE: Power must be shut down to the right side of the switchgear
- 3) Reenergize the boiler room panel, check the phasing and correct if necessary.
- 4) Replace one 150amp, 480volt breaker that we found not working in the main electric room in Building #71

TOTAL: \$27,878.00

---

**TERMS NET 30 DAYS**

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180343

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Pasquale "Pat" Lepore

401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

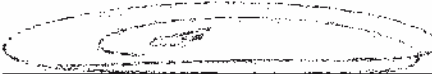
Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE PASSAIC COUNTY OFFICE OF WEIGHTS AND MEASURES TO INSPECT AND ENFORCE NEEDED WEIGHTS AND MEASURES ACTIVITIES AT GAS STATIONS IN THE CITY OF PATERSON IN AN EFFORT TO ASSIST THE PATERSON SUPERINTENDENT OF WEIGHTS AND MEASURES AS NECESSARY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

WEIGHTS & MEASURES

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Law and Public Safety  
COMMITTEE NAME

<b>Official Resolution#</b>		<b>R20180344</b>						
Meeting Date		04/24/2018						
Introduced Date		04/24/2018						
Adopted Date		04/24/2018						
Agenda Item		k-39						
CAF #								
Purchase Req. #								
Result		Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>	<b>RECU.</b>
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018



**RESOLUTION AUTHORIZING THE PASSAIC COUNTY OFFICE OF WEIGHTS AND MEASURES TO INSPECT AND ENFORCE NEEDED WEIGHTS AND MEASURES ACTIVITIES AT GAS STATIONS IN THE CITY OF PATERSON IN AN EFFORT TO ASSIST THE PATERSON SUPERINTENDENT OF WEIGHTS AND MEASURES AS NECESSARY**

**WHEREAS** pursuant to the laws of the State of New Jersey (N.J.S.A. 51:1-43) each County in the State is required to appoint a County Superintendent of Weights and Measures and any municipality in New Jersey with a population of 60,000 or more may by ordinance establish such a municipal office of weights and measures; and

**WHEREAS** in addition to the Passaic County Office of Weights and Measures, the City of Paterson has by ordinance created its own City of Paterson Weights and Measures; and

**WHEREAS** due to the fact that the City of Paterson has only one individual conducting the duties of the Office of Weights and Measures, the New Jersey State Superintendent has requested that the said Passaic County Office of Weights and Measures inspect, enforce weights and measures at Paterson gas stations, check and enforce the octane levels sold at these stations, check oil trucks in the City and oversee other issues involving weights and measures when the City Superintendent is out sick, on vacation or otherwise unavailable (see copy of memo dated April 12, 2018 attached hereto and made a part hereof); and

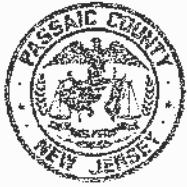
**WHEREAS** the Freeholder Committee for Law and Public Safety reviewed this matter on April 3, 2018 and is recommending that this be agreed to by the full Board;

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of Passaic County that it hereby authorizes the Passaic

County Superintendent of Weights and Measures and his staff to take over inspecting and enforcing needed weights and measures activities at gas stations in the City of Paterson, inspect and enforce oil trucks in the City and oversee any other issues involving weights and measures when the Paterson Superintendent is absent for sickness, vacation or for other reasons; and

**BE IT FURTHER RESOLVED** that this resolution shall take effect immediately and remain in effect until further notice.

Dated: April 24, 2018



County of Passaic  
Department of Public Safety  
Division of Weights & Measures  
1310 Route 23 - Wayne, New Jersey 07470 Ernest N. Salerno, Superintendent  
Weights & Measures 973-305-5750 973-305-5882 Fax: 973-628-1796

April 12, 2018

RECEIVED  
2018 APR 13 P 3:25  
PASSAIC COUNTY  
WEIGHTS & MEASURES

Michael Glovin,

On March 20, 2018 at the State Office of Weights & Measures a meeting was held between Passaic County Weights & Measures and Paterson Weights & Measures an agreement was made that Passaic County will inspect Paterson gas stations as well as checking octane of gas being sold in Paterson. In addition Passaic County will inspect oil trucks in Paterson. When the Superintendent of Paterson Weights & Measures is out on sick or vacation time Passaic County Weights & Measures will oversee any issues involving weights & measures in the city of Paterson.

*Ernest Salerno*  
Ernest Salerno, Superintendent

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180344

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
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401 Grand Street  
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Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)


Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505


Agenda: RESOLUTION AUTHORIZING THE PASSAIC COUNTY SHERIFF'S OFFICE TO FILE AN APPLICATION WITH THE STATE OF NEW JERSEY, DIVISION OF HIGHWAY TRAFFIC SAFETY FOR THE 2018 CLICK IT OR TICKET STATEWIDE SEAT BELT ENFORCEMENT MOBILIZATION GRANT, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
SHERIFF'S DEPT

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Law and Public Safety  
COMMITTEE NAME

Official Resolution#		R20180345						
Meeting Date		04/24/2018						
Introduced Date		04/24/2018						
Adopted Date		04/24/2018						
Agenda Item		k-40						
CAF #								
Purchase Req. #								
Result		Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION AUTHORIZING THE PASSAIC COUNTY SHERIFF'S  
OFFICE TO FILE AN APPLICATION WITH THE STATE OF NEW  
JERSEY, DIVISION OF HIGHWAY TRAFFIC SAFETY FOR THE 2018  
CLICK IT OR TICKET STATEWIDE SEAT BELT ENFORCEMENT  
MOBILIZATION GRANT**

**WHEREAS** the State of New Jersey, Department of Law and Public Safety through the Division of Highway Traffic Safety is participating in a federally funded project designed to increase seat belt usage both in participating municipalities and statewide; and,

**WHEREAS** this federally funded grant project consists of a two-week enforcement overtime campaign May 21, 2018 through June 3, 2018; and,

**WHEREAS** grant funds is in the amount of \$5,500.00 are available for overtime enforcement during the two-week mobilization period, with a maximum reimbursement rate of \$50.00 per hour; and,

**WHEREAS** a large percentage of the motor vehicle occupants killed in traffic crashes were not wearing a safety belt and use of a safety belt remains the most effective way to avoid death or serious injury in a motor vehicle accident; and,

**WHEREAS** the Board of Chosen Freeholders of the County of Passaic is desirous of supporting the use of seat belts in an effort to save lives; and,

**WHEREAS** members of the Freeholder Law and Public Safety Committee considered this matter on April 17, 2018 and recommended this resolution to the full Board for adoption;

**NOW THEREFORE BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Passaic authorizes the Passaic County Sheriff's Office to submit an application to the State of New Jersey, Division of Highway Traffic Safety, to participate in the Click It or Ticket Statewide Seat Belt Enforcement Mobilization program and to receive grant funds in the amount of \$5,000.00 for the period of May 21, 2018 through June 3, 2018.

Dated: April 24, 2018



## State of New Jersey

OFFICE OF THE ATTORNEY GENERAL  
DEPARTMENT OF LAW AND PUBLIC SAFETY  
DIVISION OF HIGHWAY TRAFFIC SAFETY  
PO Box 048  
TRENTON, NJ 08625-0048

PHILIP D. MURPHY  
Governor

SHEILA Y. OLIVER  
Lt. Governor

GURBIR S. GREWAL  
Attorney General

\* Financial claim  
due July 1st!  
\* Stats due June  
10th!

March 22, 2018

Re: Click It or Ticket 2018  
Statewide Seat Belt Enforcement Mobilization

Dear Chief:

I am pleased to offer your department the opportunity to participate in our annual Click It or Ticket Statewide Seat Belt Enforcement Mobilization. The Division of Highway Traffic Safety is prepared to offer your department \$5,500 in overtime enforcement grant funding to be utilized during the Click It or Ticket 2018 Statewide Seat Belt Mobilization from May 21 through June 3, 2018.

Click It or Ticket grant applications must be submitted on-line through the SAGE e-grant system. Detailed instructions for submitting your grant on SAGE follow. Please note that the application for this grant will be available in SAGE beginning on March 22, 2018 and must be submitted electronically to NJDHTS by April 27, 2018.

When you access the grant application in SAGE, please familiarize yourself with the Project Methodology, as you will be expected to adhere to all components of the grant. This is a reimbursement grant, meaning your agency will incur the costs and then submit documentation to the Division to be reimbursed. The maximum hourly rate that will be reimbursed for the enforcement overtime is \$55 per hour.

After you have submitted your completed application through SAGE, you will be notified of your approval through SAGE, as well. No written approvals will be sent out.

I am confident that your participation in this grant program will help increase seat belt usage in the State of New Jersey. If you have any questions, please call me at (609) 633-9022.

Sincerely,

*Bob Gaydosch*

Bob Gaydosch  
North Region Supervisor



TEL: (609) 633-9300 (800) 422-3750 FAX: (609) 633-9020

[www.njsaferoads.com](http://www.njsaferoads.com)



Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180345

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# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
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## Public Meeting (Board Meeting)


Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

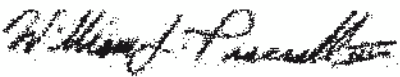
Agenda: RESOLUTION REAPPOINTING ROBERT LYONS AS EMERGENCY MANAGEMENT COORDINATOR FOR THE COUNTY OF PASSAIC FOR TERM OF THREE (3) YEARS, COMMENCING JUNE 1, 2018 AND TERMINATING MAY 31, 2021, IN ACCORDANCE WITH THE PROVISIONS OF N.J.S.A. App. A:9-42.1, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
COUNTY ADMINISTRATOR

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Law and Public Safety  
COMMITTEE NAME

Official Resolution#	R20180346							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-41							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018



**RESOLUTION REAPPOINTING ROBERT LYONS AS  
EMERGENCY MANAGEMENT COORDINATOR FOR THE  
COUNTY OF PASSAIC FOR TERM OF THREE (3) YEARS,  
COMMENCING JUNE 1, 2018 AND TERMINATING MAY 31,  
2021, IN ACCORDANCE WITH THE PROVISIONS OF  
N.J.S.A. App. A:9-42.1**

**WHEREAS** the Board of Chosen Freeholders of the County of Passaic (the "Board") is required by N.J.S.A. App. A:9-42.1 to appoint an Emergency Management Coordinator for the County of Passaic for a term of three (3) years; and

**WHEREAS** the Board previously adopted a resolution (R-12-239, 04/24/12) appointing Robert Lyons to serve as Emergency Management Coordinator for a term commencing June 1, 2012 and terminating May 31, 2015; and

**WHEREAS** on April 14, 2015 said Board adopted Resolution R2015 0227 reappointing Mr. Lyons as Emergency Management Coordinator for the term commencing June 1, 2015 and terminating May 31, 2018; and

**WHEREAS** the Board is desirous of reappointing Mr. Lyons as Emergency Management Coordinator for the term provided by law, i.e., commencing June 1, 2018 and terminating May 31, 2021; and

**WHEREAS** the Freeholder Committee for Law and Public Safety considered this matter on April 17, 2018 and recommended this resolution to the full Board for adoption;

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that Robert Lyons be and hereby is reappointed as Emergency

Management Coordinator for the County of Passaic for the term provided by law, i.e., commencing June 1, 2018 and terminating May 31, 2021; and

**BE IT FURTHER RESOLVED** that the appointee shall perform the duties and responsibilities of the Emergency Management Coordinator for the County of Passaic as mandated by N.J.S.A. App. A:9-42.2.

Dated: April 24, 2018

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
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*Clerk Of The Board*



## Public Meeting (Board Meeting)

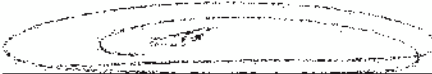
Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

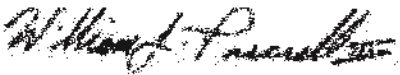
Agenda: RESOLUTION AUTHORIZING PURCHASE OF VARIOUS ITEMS BY THE PASSAIC COUNTY SHERIFF'S DEPARTMENT, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
SHERIFF'S DEPT

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Law and Public Safety  
COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20180347</b>							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-42							
CAF #								
Purchase Req. #	R8-02570;R8-02261;R8-02813;R8-02815							
Result	Adopted							
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>	<b>RECU.</b>
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION AUTHORIZING PURCHASE OF VARIOUS ITEMS BY  
THE PASSAIC COUNTY SHERIFF'S DEPARTMENT**

**WHEREAS** the Passaic County Passaic County Sheriff's Department has requested the purchase of various goods and services from qualified vendors for use in furtherance of its administrative objectives; and

**WHEREAS** said goods and services are being procured either through State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules or other methods permitted by the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., as specified below; and

**WHEREAS** said purchases are to be funded either directly from the County budget or grant funds; and

**WHEREAS** the Board of Chosen Freeholders is desirous of approving said purchases in accordance with the terms of the applicable contracts and authorizing the Purchasing Agent to issue the appropriate Purchase Orders; and

**WHEREAS** members of the Freeholder Law and Public Safety Committee considered this matter on April 17, 2018 and recommended this resolution to the full Board for adoption; and

**WHEREAS** a certification is attached indicating that funds are available for the within contemplated expenditures; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of the following goods and/or services in accordance with the terms of the applicable State Contract, Cooperative Purchasing Agreements, Federal GSA Schedules or other authorized contracts:

Description: Purchase of 20 portable radios  
w/accessories & 2 year repair service  
Using Agency: Passaic County Sheriff's Department  
Purchase Price: \$65,000.00  
Vendor: Motorola Solutions, Inc.  
Authority: State Contract  
Contract #: 83909  
Requisition #: R8-02570

Description: Payment for investigative software and  
search engine  
Using Agency: Passaic County Sheriff's Department  
Purchase Price: \$15,435.00  
Vendor: Thomson West  
Authority: State Contract  
Contract #: 40691  
Requisition #: R8-02261

Description: Purchase of 23 Non Ballistic Tactical carrier  
systems  
Using Agency: Passaic County Sheriff's Department  
Purchase Price: \$7,729.38  
Vendor: Atlantic Uniform Company  
Authority: State Contract  
Contract#: 81348  
Requisition #: R8-02813

Description: Purchase of Tactical Non Ballistic carrier  
system accessories  
Using Agency: Passaic County Sheriff's Department  
Purchase Price: \$5,175.09  
Vendor: Atlantic Uniform Company  
Authority: State Contract  
Contract #: 81348  
Requisition #: R8-02815

**BE IT FURTHER RESOLVED** that the Purchasing Agent and all other necessary officers and employees be and hereby are authorized and directed to take such further actions and sign such documents as are necessary to effectuate the purpose of this resolution, including but not limited to issuance of appropriate Purchase Orders.

Dated: April 24, 2018

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$93,339.47

APPROPRIATION: \$40,000.00 – 8-01-25-157-001-219  
\$25,000.00 – 8-01-22-130-001-219  
\$15,435.00 - 8-01-25-157-001-239  
\$ 7,729.38 - T-22-56-850-012-803  
\$ 3,365.59 - 8-01-25-157-001-223  
\$ 1,809.50 - 8-01-25-157-001-A02

PURPOSE: Resolution authorizing purchase of various items by the Passaic County Sheriff's Department.

  
Richard Cahill, Chief Financial Officer

DATED: April 24, 2018

RC:fr

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Director Bruce James  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Pasquale "Pat" Lepore

401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III  
*Administrator*  
William J. Pascrell, III, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Apr 24, 2018 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING COUNTY OPEN SPACE AWARD EXTENSION REQUESTS FOR THREE (3) PROJECTS TO THE TOWNSHIP OF WEST MILFORD: NOSENZO POND PARK LIGHTING (2015) – THROUGH SEPTEMBER 2018; FARRELL FIELD (2014) AND NOSENZO POND PARK PLAYGROUND (2014) THROUGH JULY 2018 DUE TO UNFORSEEN DELAYS, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

PLANNING BOARD

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Planning and Economic Development

COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20180348</b>							
Meeting Date	04/24/2018							
Introduced Date	04/24/2018							
Adopted Date	04/24/2018							
Agenda Item	k-43							
CAF #								
Purchase Req. #								
Result	Adopted							
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>	<b>RECU.</b>
Lazzara	✓				✓			
James	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓				✓			

PRES.= present ABS.= absent  
MOVE= moved SEC= seconded  
AYE= yes NAY= no ABST.= abstain  
RECU.= recuse

Dated: April 25, 2018

**RESOLUTION AUTHORIZING COUNTY OPEN SPACE  
AWARD EXTENSION REQUESTS FOR THREE (3)  
PROJECTS TO THE TOWNSHIP OF WEST MILFORD:  
NOSENZO POND PARK LIGHTING (2015) – THROUGH  
SEPTEMBER 2018; FARRELL FIELD (2014) AND NOSENZO  
POND PARK PLAYGROUND (2014) THROUGH JULY 2018  
DUE TO UNFORSEEN DELAYS**

**WHEREAS** preserving open space and conserving natural resources ensure a sustainable quality of life in Passaic County; and

**WHEREAS** the Board of Chosen Freeholders of the County of Passaic is desirous of authorizing grant extension requests for three (3) projects to the Township of West Milford: Nosenzo Pond Park Lighting (2015) – through September 2018; Farrell Field (2014) and Nosenzo Pond Park Playground (2014) through July 2018 due to unforeseen delays; and

**WHEREAS** this matter was reviewed and approved at the Planning & Economic Development Committee on April 17, 2018;

**NOW THEREFORE BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the grant extension requests for three (3) projects to the Township of West Milford: Nosenzo Pond Park Lighting (2015) – through September 2018; Farrell Field (2014) and Nosenzo Pond Park Playground (2014) through July 2018 due to unforeseen delays.

JDP:lc

Dated: April 24, 2018



COUNTY OF PASSAIC  
RESOLUTION REQUEST FORM

- 1. NAME OF REQUESTER & Tel #: Kathleen M. Caren x4049
- 2. DESCRIPTION OF RESOLUTION (PLEASE BE SPECIFIC AS POSSIBLE)

Authorization to grant County Open Space award extension requests for three (3) projects to the Township of West Milford: Nosenzo Pond Park Lighting (2015) – through September 2018; Farrell Field (2014) and Nosenzo Pond Park Playground (2014) through July 2018, due to unforeseen delays.

- 3. CERTIFICATION INFORMATION:

AMOUNT OF EXPENDITURE: n/a

BUDGET ACCOUNT # n/a

ATTACH A COPY OF A "DETAIL BUDGET ACCOUNT STATUS INCLUDING REQUISITION ITEMS" PAGE FROM EDMONDS

PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND OTHER EXPENDITURES REQUIRE A CERTIFICATION OF FUNDS IN ORDER TO BE PLACED IN THE AGENDA. IT IS THE RESPONSIBILITY OF THE REQUESTING DEPARTMENT TO IDENTIFY THE APPLICABLE BUDGET LINE TO THE FINANCE DEPARTMENT. FAILURE TO DO SO WILL RESULT IN DELAYS IN PROCESSING THE RESOLUTION REQUEST.

- 4. COMMITTEE REVIEW: DATE
- Administration & Finance \_\_\_\_\_
- Public Works / Buildings & Grounds \_\_\_\_\_
- Planning & Economic Development 4/17/18
- Health, Human Services & Community Affairs \_\_\_\_\_
- Law & Public Safety \_\_\_\_\_
- Energy \_\_\_\_\_
- Other Specify: OSAC \_\_\_\_\_

- 5. DISTRIBUTION LIST:

Administration  
 Finance  
 Counsel  
 Clerk to Board  
 Other(s)  
Specify: \_\_\_\_\_

FREEHOLDER PLANNING & ECONOMIC DEVELOPMENT  
COMMITTEE MEETING  
TUESDAY, APRIL 17<sup>TH</sup>, 2018 @ 9:30 AM  
PASSAIC COUNTY ADMINISTRATION BUILDING  
401 GRAND STREET, FREEHOLDER CONFERENCE ROOM  
PATERSON, N.J. 07505

MICHAEL LA PLACE, DIRECTOR, AICP, PP

AGENDA

PLANNING/Open Space

- Authorization to grant County Open Space award extension requests for three (3) projects to the Township of West Milford: Nosenzo Pond Park Lighting (2015) through September 2018; Farrell Field (2014) and Nosenzo Pond Park Playground (2014) through July 2018
- Update on Puzzle Farm progress with Ringwood Borough (Discussion)

ECONOMIC DEVELOPMENT

- Review of the Community Development Block Grant (CDBG) applications received for inclusion in the CDBG FY 2018 Annual Plan.



# Township of West Milford

Office of the Township Administrator  
1480 Union Valley Road  
West Milford, NJ 07480-1303  
(973) 728-2710  
Fax: (973) 728-2884

April 11, 2018

Kathleen M. Caren  
Open Space Coordinator  
Passaic County Planning Department  
930 Riverview Drive, Suite 250  
Totowa, NJ 07512

**RE: Update on Open Space Grants**

Dear Ms. Caren:

In reference to the recent inquiry about the status of the Township of West Milford's Open Space grants.

- 1) Nosenzo Lighting Project – the attached March 27, 2018 letter has been prepared requesting an extension to September 2018.
- 2) Farrell Field Project and the Nosenzo Park Playground – The township is awaiting the arrival of new Recreation Director who will begin work on April 16, 2018. Therefore, we are requesting an extension on these two projects through July 2018.

Please let me know if you require any additional information and thank you for your consideration.

Sincerely,

Antoinette Battaglia  
Township Administrator

c: Liz Pordon, Recreation  
Ellen Mageean, Treasury  
Julie Zeitner, Treasury

Administration\OpenSpaceGrant\NonsenzoPark\CarenNosenzoExtensionLetter2018

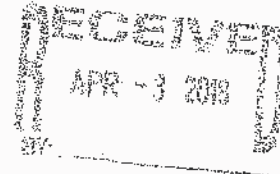
Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180348

# Township of West Milford



Office of the Township Administrator  
1480 Union Valley Road  
West Milford, NJ 07480-1303  
(973) 728-2710  
Fax: (973) 728-2884

March 27, 2018



Kathleen M. Caren  
Open Space Coordinator  
Passaic County Planning Department  
930 Riverview Drive, Suite 250  
Totowa, NJ 07512

**RE: Nonsenzo Pond Park (2015 Lighting Project) Extension Request**

Dear Ms. Caren:

The Township of West Milford has recently completed Phase I of the Nosenzo Pond Park renovations. A meeting was held back on August 21, 2017 with Musco Lighting and several pre-construction items were discussed to finalize specifications to go out to bid.

The deadline set by Passaic County for this project is March 31, 2018. At this time, the Township of West Milford is requesting a six-month time extension to September, 2018 in order to continue working toward the completion of the Nosenzo Pond Park field lighting project.

Thank you for your consideration.

Sincerely,

Antoinette Battaglia  
Township Administrator

Administration\OpenSpaceGrant\NonsenzoPark\CarenNosenzoParkLightingExtensionLetter

Introduced on: April 24, 2018  
Adopted on: April 24, 2018  
Official Resolution#: R20180348

**Willis, Helen**

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**From:** Caren, Kathleen  
**Sent:** Friday, April 13, 2018 10:26 AM  
**To:** La Place, Michael  
**Cc:** Lysicatos, Michael; Willis, Helen; John Pogorelec  
**Subject:** Puzzle Farm update (for Planning Committee meeting)

Hello, Michael,

Two weeks ago, I reached out to Brian Griffin (executive director of the non-profit Puzzle Farm) about their proposal and the status with Ringwood. As you may recall, Puzzle Farm has been leasing some of the land at Highlands Meadow in Ringwood to train developmentally disabled adults in crop production and harvesting the vegetables (in exchange for maintaining the property, i.e., shutting down and winterizing the building, keeping property mowed and weed-wacked where applicable).


The proposal, which had been presented to the Freeholders late in 2016, calls to turn the first floor of the red building at 1101 Greenwood Lake Turnpike into a training test-kitchen (the 1-car garage would become the commercial-type kitchen). This would allow them to can the produce they grow and sell these at a farm stand as well as the local Farmers' Market (in order to sustain the operation). All this in an effort to train these adults with marketable skills that they could carry with them. All expenses associated with this will be paid for by the non-profit.

We (you, John P and I) had met with Brian early in 2017 and explained that he needed to check on land use with local officials and move toward approvals before the Freeholders would bless this concept. We later learned that this is a permitted use in that zone. In December, the Freeholders authorized ) Freeholder Director Lazzara to sign-off on the Ringwood Highlands Exemption form (as property owner) in order for this to move forward with the borough Planning Board.

Brian told me last week that they've submitted their plans for the septic to the proper officials and are awaiting word on that. Both Freeholders James and Bartlett had indicated earlier this year that rather than have Brian come to a Planning Committee meeting, they would like to meet with him (and us) at the facility to review the proposal. This has been delayed due to the weather but appears we will now be able to schedule that visit.

*Kathleen M. Caren*  
 Open Space Coordinator  
 Passaic County Department of Planning & Economic Development  
 930 Riverview Drive, Suite 250  
 Totowa, NJ 07512  
 973-569-4049  
 973-812-3450 (fax)

[www.passaiccountynj.org/index.aspx?nid=297](http://www.passaiccountynj.org/index.aspx?nid=297)

 Please consider the environment before printing this email

*"A garden is a delight to the eye and a solace for the soul." - Saadi*

