

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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)

Meeting Venue

Date: Oct 11, 2016 - 5:30 PM
Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

- A. Announcement of the Open Public Meeting Law
- B. Roll Call:
 - 1. Duffy
 - 2. James
 - 3. Lazzara
 - 4. Lepore
 - 5. Lora
 - 6. Deputy Director Bartlett
 - 7. Director Best
- C. Invocation by: Freeholder Lora
- 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: September 27, 2016
- G. Approval of Proclamation:

1. Passaic County Board of Chosen Freeholders wishes to recognize Olympian Ronnie Ash for being honored for his outstanding accomplishments.
2. Passaic County Board of Chosen Freeholders wishes to recognize and congratulate Berkeley College School of Health Studies on their Ribbon Cutting Ceremony.
3. Passaic County Board of Chosen Freeholders wishes to recognize Assembly 162 Slovak Catholic Sokol of Clifton on celebrating their 100th Anniversary.
4. Passaic County Board of Chosen Freeholders wishes to designate October 6,, 2016 as “Knock Out Opiate Abuse Day” in the County of Passaic.

H. Freeholder Reports:

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

I. Communications:

1. Palestinian American Center is requesting to hang a banner on Main Street and Could Ave to advertise their annual event. From October 3, 2016 to November 20, 2016

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. REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2016 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) LIHEAP, ALL AS NOTED IN THE RESOLUTION
2. REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2016 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) USF, ALL AS NOTED IN THE RESOLUTION

ADMINISTRATION AND FINANCE

3. REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2016 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) RTK, ALL AS NOTED IN THE RESOLUTION

4. REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2016 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) PHILEP, ALL AS NOTED IN THE RESOLUTION

5. REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2016 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) HIGH FRICTION, ALL AS NOTED IN THE RESOLUTION

6. RESOLUTION TO RATIFY A MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF PASSAIC, PASSAIC COUNTY SHERIFF AND THE PASSAIC COUNTY POLICE BENEVOLENT ASSOCIATION LOCAL 197 FOR THE PERIOD OF JANUARY 1, 2015 THROUGH DECEMBER 31, 2018, ALL AS NOTED IN THE RESOLUTION

7. RESOLUTION AUTHORIZING INCREASES IN RATES FOR EMPLOYEES, RETIREES OF INDEPENDENT AND AUTONOMOUS AGENCIES OF THE COUNTY OF PASSAIC, AND COBRA PARTICIPANTS PARTICIPATING IN THE COUNTY'S SELF-FUNDED INSURANCE PLANS FOR MEDICAL, PRESCRIPTION AND DENTAL COVERAGE, FOR THE PERIOD OF JANUARY 1, 2017 THROUGH DECEMBER 31, 2017, ALL AS NOTED IN THE RESOLUTION

8. RESOLUTION ADOPTING MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF PASSAIC AND LOCAL 153, OFFICE AND PROFESSIONALS EMPLOYEES INTERNATIONAL UNION, AFL-CIO, REPRESENTING CLERICAL EMPLOYEES IN VARIOUS COUNTY DEPARTMENTS FOR THE PERIOD OF JANUARY 1, 2016 THROUGH DECEMBER 31, 2019, ALL AS NOTED IN THE RESOLUTION

9. RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR BULK NATURAL GAS SUPPLY SERVICE FOR THE PASSAIC COUNTY ENERGY REGIONAL COOPERATIVE PRICING SYSTEM AS PER BID, ALL AS NOTED IN THE RESOLUTION

10. RESOLUTION QUALIFYING COUNTY BUSINESS SYSTEMS OF PENNINGTON, NJ FOR PRODUCTION OF POLL BOOKS FOR THE PASSAIC COUNTY SUPERINTENDENT OF ELECTIONS AND COMMISSIONER OF REGISTRATION RFQ-16-064 AS PER QUALIFICATION, ALL AS NOTED IN THE RESOLUTION

ADMINISTRATION AND FINANCE

11. RESOLUTION EXPANDING A POOL OF QUALIFIED ENGINEERS, ARCHITECTS, LAND SURVEYORS, PLANNERS LANDSCAPE ARCHITECT, ENVIRONMENTAL HEALTH AND SAFETY/ENGINEERING CONSULTANT SERVICES RFQ-16-067 AS PER QUALIFICATIONS FOR THE COUNTY OF PASSAIC FOR CALENDAR YEAR 2016, ALL AS NOTED IN THE RESOLUTION

12. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO UNITED FEDERATED SYSTEMS OF TOTOWA, NJ FOR FIRE ALARM AND MAINTENANCE AND INSPECTION SERVICES FOR THE PASSAIC COUNTY PREAKNESS HEALTHCARE CENTER AS PER BID, ALL AS NOTED IN THE RESOLUTION

13. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO MULLIN & LONERGAN ASSOCIATES OF PITTSBURGH, PA FOR PASSAIC COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CONSULTANT AS PER COMPETITIVE CONTRACT, ALL AS NOTED IN THE RESOLUTION

14. RESOLUTION EXPANDING A POOL OF QUALIFIED OUTSIDE LEGAL COUNSEL AND SPECIAL LITIGATION COUNSEL TO PROVIDE LEGAL SERVICES FOR THE COUNTY OF PASSAIC FOR CALENDAR YEAR 2016, ALL AS NOTED IN THE RESOLUTION

15. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO SPIRIT DELICATESSEN CORP OF TEANECK, NJ FOR PASSAIC COUNTY GOLF COURSE CLUBHOUSE AND REFRESHMENT STAND CONCESSION AS PER COMPETITIVE CONTRACT, ALL AS NOTED IN THE RESOLUTION

16. RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR THE PASSAIC COUNTY JAIL PRISONER RE-ENTRY PROGRAM, ALL AS NOTED IN THE RESOLUTION

17. RESOLUTION REAPPOINTING MICHAEL COSCIA AS A MEMBER OF THE BOARD OF EDUCATION OF THE PASSAIC COUNTY VOCATIONAL AND TECHNICAL INSTITUTE FOR THE TERM COMMENCING NOVEMBER 1, 2016 AND TERMINATING OCTOBER 31, 2020, ALL AS NOTED IN THE RESOLUTION

HUMAN SERVICES

18. RESOLUTION AUTHORIZING THE HUMAN SERVICES DEPARTMENT TO ACCEPT GRANT FUNDING FROM THE STATE OF NEW JERSEY, UNDER THE COMMUNITY SERVICES BLOCK GRANT (CSBG), IN THE AMOUNT OF \$111,929.00, FOR CALENDAR YEAR 2017, ALL AS NOTED IN THE RESOLUTION

HUMAN SERVICES

19. RESOLUTION AUTHORIZING THE COUNTY HUMAN SERVICES DEPARTMENT TO PROVIDE HOLIDAY TURKEY BASKETS TO HOMELESS, LOW INCOME AND UNDERPRIVILEGED FAMILIES FOR THE 2016 THANKSGIVING AND CHRISTMAS HOLIDAY, ALL AS NOTED IN THE RESOLUTION

20. RESOLUTION AUTHORIZING AN INCREASE TO THE EXISTING PURCHASE ORDER (16-00395) FOR CARE PERSPECTIVES, INC., IN THE AMOUNT OF \$150,000.00 THROUGH DECEMBER 31, 2016, ALL AS NOTED IN THE RESOLUTION

21. RESOLUTION AUTHORIZING AN INCREASE TO THE EXISTING PURCHASE ORDER (16-01082) FOR DELTA T. GROUP NORTH JERSEY, INC., IN THE AMOUNT OF \$15,000.00 FOR THE ESTIMATED COSTS OF CNA's THROUGH DECEMBER 31, 2016, ALL AS NOTED IN THE RESOLUTION

22. RESOLUTION AUTHORIZING AN INCREASE TO THE EXISTING PURCHASE ORDER (16-00412) FOR DELTA T. GROUP NORTH JERSEY, INC., IN THE AMOUNT OF \$25,000.00 FOR THE ESTIMATED COSTS OF NURSING STAFF THROUGH DECEMBER 31, 2016, ALL AS NOTED IN THE RESOLUTION

23. RESOLUTION AUTHORIZING THE RENEWAL OF APPOINTMENT OF BARRY FORD TO THE WORKFORCE DEVELOPMENT BOARD OF PASSAIC COUNTY FOR A TERM OF THREE (3) YEARS COMMENCING IMMEDIATELY SEPTEMBER 29, 2016 TO SEPTEMBER 28, 2017, ALL AS NOTED IN THE RESOLUTION

PUBLIC WORKS

24. RESOLUTION AWARDED CONTRACT TO HISTORIC BUILDING ARCHITECTS, LLC FOR PREPARATION OF CONDITION ASSESSMENT REPORTS AND SUPPORTING DOCUMENTS AS IT PERTAINS TO THE REA HOUSE AT GOFFLE BROOK PARK IN HAWTHORNE, NJ AND THE VANDERHOEFF HOUSE AT WEASEL BROOK PARK IN CLIFTON, NJ, ALL AS NOTED IN THE RESOLUTION

25. RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC TO ACCEPT A \$5,461,713.00 AWARD FROM THE NORTH JERSEY TRANSPORTATION PLANNING AUTHORITY FOR THE HIGH FRICTION SURFACE TREATMENT PROJECT IN VARIOUS MUNICIPALITIES THROUGHOUT PASSAIC COUNTY AND TO SIGN AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THIS PROJECT, ALL AS NOTED IN THE RESOLUTION

PUBLIC WORKS

26. RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC TO ACCEPT A \$889,172.00 AWARD FROM THE NORTH JERSEY TRANSPORTATION PLANNING AUTHORITY FOR THE CENTERLINE RUMBLE STRIPS PROJECT IN VARIOUS MUNICIPALITIES THROUGHOUT PASSAIC COUNTY AND TO SIGN AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THIS PROJECT, ALL AS NOTED IN THE RESOLUTION

27. RESOLUTION FOR AWARD OF CONTRACT TO MANOR II ELECTRIC INC. AS IT PERTAINS TO THE PASSAIC COUNTY SHERIFF'S HEADQUARTERS STANDBY GENERATOR INSTALLATION PROJECT IN THE TOWNSHIP OF WAYNE, NEW JERSEY AS PER BID, ALL AS NOTED IN THE RESOLUTION

28. RESOLUTION FOR CHANGE ORDER #1 FOR DTS SERVICES, LLC AS IT PERTAINS TO THE WEASEL BROOK PARK IMPROVEMENTS – PHASE I IN THE CITY OF CLIFTON, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION

29. RESOLUTION AWARDED CONTRACT TO HISTORIC BUILDING ARCHITECTS, LLC FOR THE INVESTIGATION AND PREPARATION OF CONSTRUCTION AND BID DOCUMENTS AS IT PERTAINS TO THE REPAIRS TO THE PASSAIC COUNTY SOCIAL SERVICES BUILDING TERRA COTTA PARAPET IN PATERSON, NJ, ALL AS NOTED IN THE RESOLUTION

30. RESOLUTION ADOPTING A CONSENTING RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A LOADING ZONE ON EAST 33RD STREET (BETWEEN BROADWAY AND 13TH AVENUE, WEST SIDE) FROM 9:00 A.M. TO 6:00 P.M., MONDAY THRU SATURDAY, IN THE CITY OF PATERSON, NEW JERSEY WHERE PARKING IS ALREADY PERMITTED, ALL AS NOTED IN THE RESOLUTION

31. RESOLUTION AUTHORIZING THE PASSAIC COUNTY PARKS DEPARTMENT TO SIGN AN AGREEMENT WITH HEATWOLE GOLF DESIGN, LTD TO DESIGN A NEW SYNTHETIC GOLF COURSE RANGE TEE FOR PREAKNESS VALLEY GOLF COURSE IN WAYNE, NJ, ALL AS NOTED IN THE RESOLUTION

32. RESOLUTION AUTHORIZING THE ONE YEAR OPTION TO RENEW CONTRACT WITH SCHINDLER ELEVATOR CORP. FOR MAINTENANCE AND SERVICE OF THIRTY-THREE ELEVATORS IN VARIOUS PASSAIC COUNTY BUILDINGS RETROACTIVE FROM FEBRUARY 1, 2016 THROUGH JANUARY 31, 2017 IN THE AMOUNT OF \$54,459.00, ALL AS NOTED IN THE RESOLUTION

PUBLIC WORKS

33. RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE NEW SYNTHETIC GOLF COURSE RANGE TEE FOR THE PREAKNESS VALLEY GOLF COURSE IN WAYNE, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION
34. RESOLUTION FOR AWARD OF CONTRACT TO LOU'S LANDSCAPING & DESIGN, INC. AS IT PERTAINS TO THE PREAKNESS VALLEY GOLF COURSE RED (WEST) HOLE #7 IMPROVEMENTS PROJECT IN THE TOWNSHIP OF WAYNE, NJ, ALL AS NOTED IN THE RESOLUTION

LAW AND PUBLIC SAFETY

35. RESOLUTION AUTHORIZING PURCHASE OF VARIOUS ITEMS BY THE PASSAIC COUNTY PROSECUTOR'S OFFICE, ALL AS NOTED IN THE RESOLUTION
36. RESOLUTION AUTHORIZING THE PASSAIC COUNTY PROSECUTOR'S OFFICE TO APPLY FOR VOCA CONTINUATION GRANT FUNDS IN CONNECTION WITH A PROJECT ENTITLED "PASSAIC COUNTY SEXUAL ASSAULT RESPONSE TEAM/FORENSIC NURSE EXAMINER (SANE/FNE)", ALL AS NOTED IN THE RESOLUTION
37. RESOLUTION AUTHORIZING PURCHASE OF FORCE-ON-FORCE MARKING CARTRIDGES FOR TYPE L SIMUNITIONS TRAINING EQUIPMENT FOR THE PASSAIC COUNTY SHERIFF'S OFFICE THROUGH STATE CONTRACT, ALL AS NOTED IN THE RESOLUTION
38. RESOLUTION AUTHORIZING PURCHASE OF GARRETT WALK THROUGH METAL DETECTORS FOR THE PASSAIC COUNTY SHERIFF'S OFFICE THROUGH STATE CONTRACT, ALL AS NOTED IN THE RESOLUTION
39. RESOLUTION AUTHORIZING PURCHASE OF MILLENNIUM GAS MASKS AND EQUIPMENT FOR THE PASSAIC COUNTY SHERIFF'S OFFICE THROUGH STATE CONTRACT, ALL AS NOTED IN THE RESOLUTION
40. RESOLUTION AUTHORIZING AN AMENDMENT TO RESOLUTION R20160803 FOR THE PURCHASE OF SERVERS AND SOFTWARE FOR THE PASSAIC COUNTY SHERIFF'S OFFICE VEHICLES THROUGH STATE CONTRACT, ALL AS NOTED IN THE RESOLUTION Acct: 6-01-25-157-01-217

PLANNING AND ECONOMIC DEVELOPMENT

41. RESOLUTION AUTHORIZING THE AWARD OF GRANTS FROM THE OPEN SPACE AND FARMLAND PRESERVATION TRUST FUND, ALL AS NOTED IN THE RESOLUTION

PLANNING AND ECONOMIC DEVELOPMENT

42. RESOLUTION AUTHORIZING THE CANCELLATION OF \$30,000 IN UNEXPENDED GRANT FUNDS FROM THE OPEN SPACE TRUST FUND (2014 WEST SIDE PARK MASTER PLAN PROJECT, AWARDED TO NJ COMMUNITY DEVELOPMENT CORPORATION), ALL AS NOTED IN THE RESOLUTION

43. RESOLUTION APPROVING THE ADVERTISEMENT OF AN AMENDMENT TO THE FY 2011, FY 2012 and FY 2013 ACTION PLANS FOR THE PASSAIC COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, TO RE-ALLOCATE \$59,604.72 IN FUNDING TO WANAQUE, NJ, TO INSTALL AN ELEVATOR IN THE WANAQUE PUBLIC LIBRARY, WANAQUE, NEW JERSEY, 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**

September 27, 2016

A regular meeting of the Passaic County Board of Chosen Freeholders was held this day in the Freeholders Board Room at 6:50 p.m.

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

Roll Call:

Members Present

Duffy

James

Lazzara

Lepore

Lora

Director Best

Members Absent

Deputy Director Bartlett

Invocation: Lead by Freeholder Lora

Pledge of Allegiance:

Approval of Minutes;

Motion made by Freeholder Duffy, second by Freeholder Lora, that the minutes for September 13, 2016, be approved which the motion was carried on a roll call of six votes in the affirmative with Deputy Director Bartlett being absent.

Proclamation:

A Motion was made by Freeholder James, second by Freeholder Duffy, for approval of proclamations and the motion was carried on a roll call of six votes in the affirmative with Deputy Director Bartlett being absent.

At this time Director Best asked if there was any Freeholder Reports.

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

COMMUNICATION: None

ORAL PORTION:

James: Motion to open the public portion.

Lora: Second.

ROLL CALL: Duffy, Yes; James, Yes; Lazzara, Yes; Lepore, Yes; Lora, Yes; Bartlett, Absent; Director Best, Yes;

At this time the following people appeared before the Board:

1. Ellen Delosh, Clifton
2. James Smith, Wayne

3. Paul Sullivan, Ringwood

Duffy: Motion to close the Public Portion of the Meeting.
Lora: Second

ROLL CALL: Duffy, Yes; James, Yes; Lazzara, Yes; Lepore, Yes; Lora, Yes; Bartlett,
Absent; Director Best, Yes:

Consent Agenda Resolutions:

A Motion was made by Freeholder Lazzara, second by Freeholder Lepore to amend Resolution K-16 on the consent agenda, and the motion was carried on roll call with six votes in the affirmative with Deputy Director Bartlett being absent.

A motion was made by Freeholder Duffy, second by Freeholder Lepore to adopt Resolutions K-1 through K-38, and the motion was carried on roll call with six votes in the affirmative with Deputy Director Bartlett being absent.

“End of Consent Agenda”**New Business:****Personnel:**

A motion was made by Freeholder James, second by Freeholder Lazzara, that all Personnel matters be approved that were submitted by the Office of Human Resources. Then the Office of Human Resources shall be directed to notify the County Finance Department and New Jersey Department of Personnel accordingly, which motion was approved, with six (6) votes in the affirmative with Deputy Director Bartlett being absent and pulling page 5 item #1 from the agenda.

Bills:

Motion made by Freeholder James, seconded by Freeholder Duffy, that

Current Fund	5-01	148,963.92
Current Fund	6-01	3,345,349.13
HUD Budget Expenditures	6-25	<u>9,707.88</u>
	Year Total:	3,355,057.01
General Capital Fund Budget	C-04	226,191.75
State/Federal Grant Fund	G-01	605,850.22
Open Space Trust Fund FY2016 Budget	T-16	45,507.34
Trust Fund Other	T-20	4,057.98
Municipal Forfeiture Fund	T-22	322,377.86
Prosecutor's Confiscated Funds	T-23	<u>63,724.54</u>
	Year Total:	435,667.72
Private Industry Council	Z-81	<u>952.00</u>
	Total of All Funds:	4,772,682.62
Current Fund	6-01	9,864,044.69
Payroll Agency Deductions	6-05	2,208,968.52
HUD Budget Expenditures	6-25	11,261.19
State/Federal Grant Fund	G-01	303,310.92
Ded Trust Empl Off Duty Police	T-13	40,093.50
Passaic County Open Space Trust Fund	T-16	74,000.00

Professional Liability Trust	T-19	5,354.98
Professional Liability Trust	T-20	6,000.00
Private Industry Council	Z-81	8,900.92
Total All Funds		\$12,521,934.72

Be approved which motion was carried on roll call with six (6) votes in the affirmative with Deputy Director Bartlett being absent.

Payroll Certification:

A motion was made by Freeholder James, seconded by Freeholder Lazzara, that the payroll be certified and the Clerk of the Board notify the County Treasurer, which motion was approved on roll call, with six (6) votes in the affirmative with Deputy Director Bartlett being absent.

Departmental Reports

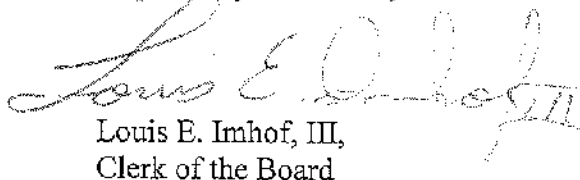
Departmental Reports were received and filed in the Office of the Clerk of the Board.

Adjournment

Motion made by Freeholder James, seconded by Freeholder Duffy that the regular meeting be adjourned at 7:15 p.m., and the motion was carried on roll call with six (6) votes in the affirmative with Deputy Director Bartlett being absent.

(The proceedings of this meeting were both audio and video taped recorded)

Respectfully Submitted,



Louis E. Imhof, III,
Clerk of the Board

Prepared by: Arndra Lisa Hill

Passaic County Board of Chosen Freeholders

OFFICE OF THE
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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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2016 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) LIHEAP, 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#	R20160806						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-1						
CAF #							
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

COUNTY OF PASSAIC

STATE OF NEW JERSEY

Re: Requesting Approval for the Insertion of a Special Item of Revenue in the 2016 Budget Pursuant to N.J.S. 40A:4- 87(Chapter 159 P.L. 148) LIHEAP Assistance [2017-05131-0343]

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 \$662,752.00 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 2016

In the sum of \$662,752.00

Which item is now available as revenue from a grant award from the State of New Jersey, Department of Community Affairs, LIHEAP Assistance [2017-05131-0343]

SECTION II.

BE IT RESOLVED, that a like sum of \$662,752.00 be and the same is hereby appropriated under the caption State of New Jersey, Department of Community Affairs, LIHEAP Assistance [2017-05131-0343]

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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Clerk Of The Board



Public Meeting (Board Meeting)

Date: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
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5 Brophy Lane
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Agenda: REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2016 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) USF, 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#	R20160807						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-2						
CAF #							
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

COUNTY OF PASSAIC

STATE OF NEW JERSEY

Re: Requesting Approval for the Insertion of a Special Item of Revenue in the 2016 Budget Pursuant to N.J.S. 40A:4- 87(Chapter 159 P.L. 148) Universal Service Fund (USF) [2017-05133-0344]

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 \$441,168.00 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 2016

In the sum of \$441,168.00

Which item is now available as revenue from a grant award from the State of New Jersey, Department of Community Affairs, Universal Service Fund (USF) [2017-05133-0344]

SECTION II.

BE IT RESOLVED, that a like sum of \$441,168.00 be and the same is hereby appropriated under the caption State of New Jersey, Department of Community Affairs, Universal Service Fund (USF) [2017-05133-0344]

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

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5 Brophy Lane
Woodland Park, NJ 07424

Agenda: REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2016 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) RTK, 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#	R20160808						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-3						
CAF #							
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

COUNTY OF PASSAIC

STATE OF NEW JERSEY

Re: Requesting Approval for the Insertion of a Special Item of Revenue in the 2016 Budget Pursuant to N.J.S. 40A:4- 87(Chapter 159 P.L. 148) Right to Know Program (91-2244-RTK-00)

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 \$15,213.00 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 2016

In the sum of \$15,213.00

Which item is now available as revenue from a grant award from the State of New Jersey, Department of Health and Senior Services, Right to Know Program (91-2244-RTK-00)

SECTION II.

BE IT RESOLVED, that a like sum of \$15,213.00 be and the same is hereby appropriated under the caption State of New Jersey, Department of Health and Senior Services, Right to Know Program (91-2244-RTK-00)

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 Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

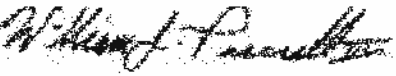
Agenda: REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2016 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) PHILEP, ALL AS NOTED IN THE RESOLUTION

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#	R20160809						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-4						
CAF #							
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

COUNTY OF PASSAIC

STATE OF NEW JERSEY

Re: Requesting Approval for the Insertion of a Special Item of Revenue in the 2016 Budget Pursuant to N.J.S. 40A:4- 87(Chapter 159 P.L. 148) PHLP LINC'S Agencies (PHIP-17-LNC008)

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 \$10,000.00 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 2016

In the sum of \$10,000.00

Which item is now available as revenue from a grant award from the State of New Jersey, Department of Health and Senior Services, PHLP LINC'S Agencies (PHIP-17-LNC008)

SECTION II.

BE IT RESOLVED, that a like sum of \$10,000.00 be and the same is hereby appropriated under the caption State of New Jersey, Department of Health and Senior Services, PHLP LINC'S Agencies (PHIP-17-LNC008)

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 Theodore O. Best, Jr.
Deputy Director John W. Bartlett
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401 Grand Street
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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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2016 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) HIGH FRICTION, 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#	R20160810						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-5						
CAF #							
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

COUNTY OF PASSAIC

STATE OF NEW JERSEY

Re: Requesting Approval for the Insertion of a Special Item of Revenue in the 2016 Budget Pursuant to N.J.S. 40A:4- 87(Chapter 159 P.L. 148) 2016-2017 Local Safety Program - High Friction Surface Treatment [HAP-C00S (947)]

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 \$3,000.00 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 2016

In the sum of \$3,000.00

Which item is now available as revenue from a grant award from the North Jersey Transportation Authority, 2016-2017 Local Safety Program - High Friction Surface Treatment [HAP-C00S (947)]

SECTION II.

BE IT FURTHER RESOLVED, that a like sum of \$3,000.00 be and the same is hereby appropriated under the caption North Jersey Transportation Authority, 2016-2017 Local Safety Program - High Friction Surface Treatment [HAP-C00S (947)]

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 Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
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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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION TO RATIFY A MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF PASSAIC, PASSAIC COUNTY SHERIFF AND THE PASSAIC COUNTY POLICE BENEVOLENT ASSOCIATION LOCAL 197 FOR THE PERIOD OF JANUARY 1, 2015 THROUGH DECEMBER 31, 2018, 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#		R20160811					
Meeting Date		10/11/2016					
Introduced Date		10/11/2016					
Adopted Date		10/11/2016					
Agenda Item		k-6					
CAF #							
Purchase Req. #							
Result		Adopted					
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

Page 6-2

**RESOLUTION TO RATIFY A MEMORANDUM OF AGREEMENT
BETWEEN THE COUNTY OF PASSAIC, PASSAIC COUNTY
SHERIFF AND THE PASSAIC COUNTY POLICE BENEVOLENT
ASSOCIATION LOCAL 197 FOR THE PERIOD OF JANUARY 1,
2015 THROUGH DECEMBER 31, 2018**

WHEREAS contract negotiations were heretofore conducted between the representatives of the County of Passaic, the Passaic County Sheriff and the Passaic County Police Benevolent Association Local 197 representing correction officers at the Passaic County Jail in accordance with a Memorandum of Understanding (MOU) dated September 6, 2016 for the period of January 1, 2015 through December 31, 2018, a copy of which is attached hereto and made a part hereof; and

WHEREAS it is the desire of the Board of Chosen Freeholders of the County of Passaic that the said Board does hereby ratify the said MOU between the County, the Passaic County Sheriff and said employees, retroactive to January 1, 2015; and

WHEREAS the Administration and Finance Committee approved this matter at its meeting of September 15, 2016 and recommended its approval by the full Board;

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that the said Board does hereby authorize a Collective Bargaining Agreement between the County of Passaic, the Passaic County Sheriff and said employees in accordance with the terms of the attached Memorandum of Understanding dated September 6, 2016; and

BE IT FURTHER RESOLVED that the Director and Clerk to the Board be and hereby are authorized to execute the said contract on behalf of the County of Passaic.

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160811

MEMORANDUM OF AGREEMENT

between the

COUNTY OF PASSAIC AND PASSAIC COUNTY SHERIFF

and

POLICE BENOVOLENT ASSOCIATION LOCAL #197

WHEREAS, this Memorandum of Agreement ("Agreement") is entered into September 6, 2016 between the County of Passaic ("County"), Passaic County Sheriff ("Sheriff") and Passaic County Police Benevolent Association Local 197 ("PBA"); and

WHEREAS, the County, Sheriff, and PBA have agreed to amend the terms of their current Collective Bargaining Agreement on behalf of the corrections' officers in the Passaic County Jail, which expired on December 31, 2014, and the County, Sheriff, and PBA having bargained in good faith and having mutually agreed, hereby state that it is agreed as follows:

Term of Contract

The Agreement shall be for a four (4) year term commencing January 1, 2015 and terminating December 31, 2018.

Recognition

Effective upon ratification of this Agreement, the title of Warden and Deputy Warden will no longer be recognized title in the CBA. This will not effective the person(s) currently holding the titles, only those holding the titles in the future.

Article VII – Compensation

Effective upon ratification of the Agreement, the Salary Guide attached hereto as Exhibit "A" shall be incorporated in the Agreement and replace the current Salary Guide.

Effective January 1, 2015, employees will not move on the Salary Guide and will not receive a cost of living adjustment in his/her salaries.

Effective January 1, 2016, employees will move two (2) steps on the Salary Guide, and all those employees at maximum will receive a one percent (1%) cost of living adjustment.

Effective January 1, 2017, employees will move one (1) step on the Salary Guide, and all those employees at maximum will receive a one percent (1%) cost of living adjustment.

Effective January 1, 2018, employees will move one (1) step no the Salary Guide, and all those employees at maximum will receive a one percent (1%) cost of living adjustment.

Article VIII – Increments and Longevity

All employees hired subsequent to January 1, 2017 shall be entitled to “senior officer pay” in lieu of longevity pursuant to the following schedule:

- a) Twenty five hundred dollars (\$2,500) added to the base pay of employees after fifteen (15) years of service;
- b) Thirty five hundred dollars (\$3,500) added to the base pay of employees after twenty (20) years of service;
- c) Five thousand dollars (\$5,000) added to the base pay of employees after twenty four (24) years of service;

Article IX – Night Differential

Add the following provision: Effective upon the execution of this Agreement, night differential paid to employees working the 3:00 PM to 11:00 PM shift, will decrease to five percent (5%) for all new employees hired after the execution of this Agreement.

Article X – Vacation, Sick, Personal, and Bereavement Leaves

New employees hired after the ratification of this Agreement shall be subject to the following vacation schedule:

- 1 – 8 years 12 days’ vacation per year
- 9 – 14 years 15 days’ vacation per year
- 15 – 19 years 18 days’ vacations per year
- 20+ years 20 days’ vacation per year

Section D (Death Leave) shall be amended to be consistent with the Passaic County Policies and Procedures Manual for Employees.

Article XI – Holiday Compensation

Change “Washington’s Birthday” to “President’s Day” and delete Lincoln’s Birthday as a Holiday.

Article XV – Medical Benefits

All employees hired subsequent to the ratification of this Agreement shall not be entitled to enroll in the County’s Traditional Health Care plan.

All employees in PBA Local #197 shall be subject to the contributions outlined in Chapter 78 of Public Law 2011.

All employees hired subsequent to the ratification of this agreement shall, upon retirement and twenty five years of service to Passaic County, be entitled to enroll only in the HBCBS Advantage EPO DESIGN 4 plan or an equivalent plan that may be offered.

Effective upon ratification of this Agreement, all out of network charges will be paid at 180% of the rate established by the Center for Medicare and Medicaid Services ("CMS") in 2017 and 150% of the rate established by CMS in 2018.

Miscellaneous – Article XVI

The County at its sole discretion can change from a bi-weekly payroll to a bi-monthly payroll.

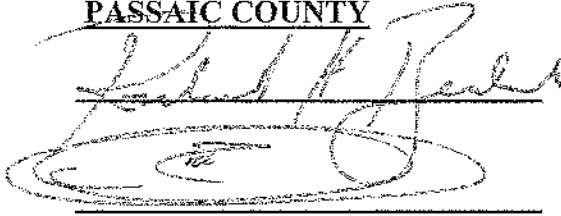
All employees hired after the ratification of this agreement shall be entitled to health insurance upon retirement paid for by the Employer, through the County so long as they are employed for twenty five (25) years with the County of Passaic in any capacity and must have at least twenty five (25) years of credited service in a State approved retirement system.

Acknowledgement of Ratification and Incorporation

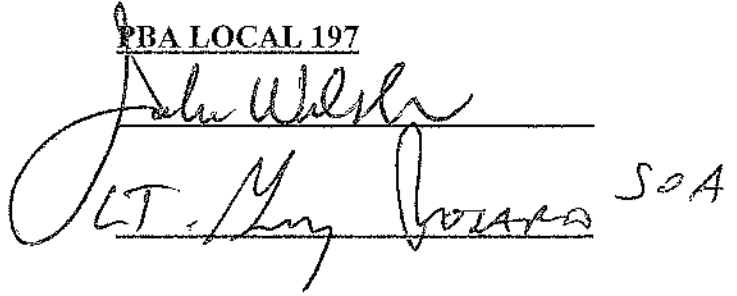
The parties agree to recommend these terms and conditions to their respective constituents for ratification.

All issues agreed to shall be incorporated into the new Agreement. All issues not previously agreed to and not mentioned herein are withdrawn. All other language in the expired Agreement shall continue in the new contract and will remain status quo.

PASSAIC COUNTY



PBA LOCAL 197



Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
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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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING INCREASES IN RATES FOR EMPLOYEES, RETIREES OF INDEPENDENT AND AUTONOMOUS AGENCIES OF THE COUNTY OF PASSAIC, AND COBRA PARTICIPANTS PARTICIPATING IN THE COUNTY'S SELF-FUNDED INSURANCE PLANS FOR MEDICAL, PRESCRIPTION AND DENTAL COVERAGE, FOR THE PERIOD OF JANUARY 1, 2017 THROUGH DECEMBER 31, 2017, 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#		R20160812					
Meeting Date		10/11/2016					
Introduced Date		10/11/2016					
Adopted Date		10/11/2016					
Agenda Item		k-7					
CAF #							
Purchase Req. #							
Result		Adopted					
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

Res. Pg: k.7-2

**RESOLUTION AUTHORIZING INCREASES IN RATES FOR
EMPLOYEES, RETIREES OF INDEPENDENT AND
AUTONOMOUS AGENCIES OF THE COUNTY OF PASSAIC, AND
COBRA PARTICIPANTS PARTICIPATING IN THE COUNTY'S
SELF-FUNDED INSURANCE PLANS FOR MEDICAL,
PRESCRIPTION AND DENTAL COVERAGE, FOR THE PERIOD
OF JANUARY 1, 2017 THROUGH DECEMBER 31, 2017**

WHEREAS the Board of Chosen Freeholders of the County of Passaic (the "Board") is committed to containing the cost of its self-funded employee benefits programs to the maximum extent practicable; and

WHEREAS several independent and autonomous agencies of the County of Passaic offer benefits to its employees and retirees through the County self-funded benefits program and reimburse the County for these employees and retirees; and

WHEREAS under the Consolidated Omnibus Budget Act of 1985 (COBRA), the County of Passaic is required to offer separated employees continued health coverage at its group rate for a period of up to 18 months; and

WHEREAS the County of Passaic previously permitted employees who had less than 25 years of service with the County to, upon retirement, receive benefits at lesser rates based upon their years of service and those rates are also adjusted annually; and

WHEREAS pursuant to N.J.S.A. 40A:10-21.1(a) (P.L. 2011, Chap. 78), local public entities are required, as part of their medical benefit, prescription drug program and dental coverage, to charge employees a premium for such coverages commensurate with their level of compensation; and

WHEREAS the County undertakes a periodic review of rates in order to ensure that they are adjusted when appropriate to realistically reflect market conditions; and

WHEREAS this coming year, the County's health benefit provider, Horizon Blue Cross/Blue Shield, has recommended that the said Board offer employees a new health plan known as the OMNIA Plan; and

WHEREAS these rates were last adjusted by Resolution of the Board dated September 29, 2015 (R-2015-671); and

WHEREAS in accordance with this goal as stated above, the Board is desirous of adjusting the rates for these employees and retirees based upon a statistical evaluation of benefits paid last year from its insurance consultants Brown and Brown Metro, Inc.; and

WHEREAS this matter was reviewed by the Freeholder Committee for Finance & Administration at their September 28, 2016 meeting and is being recommended to the entire Board for approval.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes an increase in premium for employees, retirees and COBRA participants receiving medical, prescription, and dental benefits under the County of Passaic self-funded benefits program, as set forth in the attachment, for the period of January 1, 2017 through December 31, 2017.

October 11, 2016

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160812

County of Passaic Active Rates January 01, 2017- December 31, 2017

County of Passaic Projected 2017 Healthcare Budget

(based claims from 09/1/15-8/31/16)

TRADITIONAL PLAN

	CURRENT ACTIVE	RENEWAL ACTIVE
Single	\$1,082.12	\$1,145.77
2 Adult	\$2,328.96	\$2,465.95
Fam	\$2,770.46	\$2,933.42
P & C	\$1,354.33	\$1,433.99

EPO DIRECT ACCESS PLAN

	CURRENT ACTIVE	RENEWAL ACTIVE
Single	\$739.53	\$739.53
2 Adult	\$1,591.64	\$1,591.64
Fam	\$1,857.70	\$1,857.70
P & C	\$925.57	\$925.57

POS PLAN

	CURRENT ACTIVE	RENEWAL ACTIVE
Single	\$676.40	\$676.40
2 Adult	\$1,455.78	\$1,455.78
Fam	\$1,731.75	\$1,731.75
P & C	\$846.57	\$846.57

OMNIA PLAN

	CURRENT ACTIVE	RENEWAL ACTIVE
Single	\$0.00	\$740.38
2 Adult	\$0.00	\$1,528.89
Fam	\$0.00	\$1,818.72
P & C	\$0.00	\$889.08

H.S.A. PLAN \$2,500 Ded., 80%/60%

	CURRENT ACTIVE	RENEWAL ACTIVE
Single	\$617.28	\$617.28
2 Adult	\$1,323.90	\$1,323.90
Fam	\$1,574.12	\$1,574.12
P & C	\$771.55	\$771.55

DRUG

DRUG CARD: \$5/\$10 with 1 x's Mail

	CURRENT ACTIVE	RENEWAL ACTIVE
Single	\$371.98	\$398.02
2 Adult	\$784.87	\$839.81
Fam	\$933.65	\$999.01
P & C	\$531.90	\$569.13

DRUG CARD: \$20/\$40/\$60 with 1 x's Mail

	CURRENT ACTIVE	RENEWAL ACTIVE
Single	\$239.18	\$239.18
2 Adult	\$504.68	\$504.68
Fam	\$600.35	\$600.35
P & C	\$342.02	\$342.02

DENTAL

Horizon Dental Choice (Fully Insured):

	CURRENT ACTIVE	RENEWAL ACTIVE
Single	\$13.79	\$13.79
2 Adult	\$30.37	\$30.37
Fam	\$45.64	\$45.64
P & C	\$30.37	\$30.37

Traditional (Self Insured):

	CURRENT ACTIVE	RENEWAL ACTIVE
Single	\$12.85	\$13.49

County of Passaic COBRA Rates January 01, 2017- December 31, 2017

County of Passaic Projected 2017 Healthcare Budget

	COBRA RATE
Single	\$1,166.69
2 Adult	\$2,515.27
Fam	\$3,992.09
P & C	\$1,462.67

EPO DIRECT ACCESS PLAN

	COBRA RATE
Single	\$754.32
2 Adult	\$1,623.47
Fam	\$1,894.85
P & C	\$944.08

POS PLAN

	COBRA RATE
Single	\$689.93
2 Adult	\$1,484.90
Fam	\$1,766.39
P & C	\$863.50

OMNIA PLAN

	COBRA RATE
Single	\$724.59
2 Adult	\$1,559.47
Fam	\$1,855.09
P & C	\$906.86

H.S.A. PLAN \$2,500 Ded., 80%/60%

	COBRA RATE
Single	\$629.63
2 Adult	\$1,350.38
Fam	\$1,605.60
P & C	\$786.98

DRUG

DRUG CARD: \$5/\$10 with 1 times Mail

	COBRA RATE
Single	\$405.98
2 Adult	\$856.61
Fam	\$1,018.99
P & C	\$580.52

DRUG CARD: \$20/\$40/\$60 with 1 times Mail

	COBRA RATE
Single	\$243.96
2 Adult	\$514.77
Fam	\$612.36
P & C	\$348.86

DENTAL

Horizon Dental Choice (Fully Insured):

	COBRA RATE
Single	\$14.07
2 Adult	\$30.98
Fam	\$46.55
P & C	\$30.98

Traditional (Self Insured):

	COBRA RATE
Single	\$13.76

* Projected annual Cost based on 2015/2016 claims

Introduced on: October 11, 2016
 Adopted on: October 11, 2016
 Official Resolution#: R20160812

County of Passaic Proposed Retiree Rates - January 1, 2017-December 31, 2017						
County of Passaic Projected 2017 Healthcare Budget						
January 2017 Premium Equivalent		Carve Out Rates (Medicare Primary)				
Single	\$1,145.77	Single 65+	\$ 744.75			
H&W	\$2,465.95	H & W one over 65	\$ 2,046.74			
Family	\$2,933.42	H & W both over 65	\$ 1,602.87			
P & C	\$1,433.99	Family one over 65	\$ 2,464.07			
		Family both over 65	\$ 1,906.72			
		P & C over 65	\$ 932.09			
1/1/2017						
Medical Retiree Rates		1-9 Years	10-17 years	18-24 years	widow < 65	widow > 65
Single under 65		\$ 458.13	\$ 343.61	\$ 336.75	\$ 285.18	\$ 185.37
single over 65		\$ 297.78	\$ 286.58	\$ 280.08		
H & W both under 65		\$ 986.01	\$ 739.49	\$ 628.57		
H & W one over 65		\$ 818.38	\$ 613.80	\$ 521.73		
H & W both over 65		\$ 641.26	\$ 594.40	\$ 508.53		
Family both under 65		\$ 1,172.92	\$ 879.70	\$ 747.76		
Family one over 65		\$ 973.53	\$ 734.27	\$ 629.36		
Family both over 65		\$ 762.39	\$ 571.79	\$ 560.54		
P & C under 65		\$ 1,085.88	\$ 501.17	\$ 370.85	\$ 380.89	\$ 379.66
P & C over 65		\$ 668.24	\$ 499.54	\$ 355.91		
1/1/2017						
Prescription Retiree Rates		Retiree				
		Current	Renewal			
Single	\$398.02	\$ 116.98	\$ 125.17			
H & W	\$839.81	\$ 245.36	\$ 262.54			
Family	\$999.01	\$ 291.88	\$ 312.31			
P & C	\$569.13	\$ 166.32	\$ 177.96			
ASSUMPTIONS						
Assumes carve out rate is 65% of active rate/under 65 rate. Uses 83% of active rate for one over 65, one under 65.						

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION ADOPTING MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF PASSAIC AND LOCAL 153, OFFICE AND PROFESSIONALS EMPLOYEES INTERNATIONAL UNION, AFL-CIO, REPRESENTING CLERICAL EMPLOYEES IN VARIOUS COUNTY DEPARTMENTS FOR THE PERIOD OF JANUARY 1, 2016 THROUGH DECEMBER 31, 2019, 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#		R20160813					
Meeting Date		10/11/2016					
Introduced Date		10/11/2016					
Adopted Date		10/11/2016					
Agenda Item		k-8					
CAF #							
Purchase Req. #							
Result		Adopted					
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	<				<		
Bartlett	<				<		
Duffy	<				<		
James	<			<	<		
Lazzara	<				<		
Lepore	<				<		
Lora	<		<		<		

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

Dated: October 12, 2016

RESOLUTION ADOPTING MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF PASSAIC AND LOCAL 153, OFFICE AND PROFESSIONALS EMPLOYEES INTERNATIONAL UNION, AFL-CIO, REPRESENTING CLERICAL EMPLOYEES IN VARIOUS COUNTY DEPARTMENTS FOR THE PERIOD OF JANUARY 1, 2016 THROUGH DECEMBER 31, 2019

WHEREAS contract negotiations were heretofore conducted between the County of Passaic and Local 153, Office and Professionals Employees International Union, AFL-CIO, (“OPEIU” or the “Union”) representing clerical employees in various County Departments, in accordance with a Memorandum of Agreement, for the period commencing January 1, 2016 through December 31, 2019, a copy of which is attached hereto and made a part hereof; and

WHEREAS the Board of Chosen Freeholders is desirous of ratifying said Memorandum of Agreement between the County and said employees for the period stated above; and

WHEREAS the Freeholder Administration and Finance Committee considered this matter and at its September 28, 2016 meeting 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 the said Board does hereby ratify the contract between the County and said employees, in accordance with the terms of the attached Memorandum of Agreement; and

BE IT FURTHER RESOLVED that all appropriate officers and employees be and hereby are authorized and directed to execute such documents and take such further actions as are necessary to effectuate the purpose of this resolution.

October 11, 2016

Memorandum of Agreement

between the

County of Passaic

and the

Office and Professional Employees International Union, AFL-CIO, Local 153

WHEREAS, the County of Passaic ("County") is a corporate body politic with its main offices located at 401 Grand Street, Paterson, New Jersey, 07505; and

WHEREAS, the Office and Professional Employees International Union, AFL-CIO (hereafter referred to as the "Union" or "OPEIU") represents supervisor and clerical employees of the County's Departments of Finance, Building and Grounds, Engineering, Parks, Planning, Health, Human Services, Purchasing, Board of Taxation, Senior Services Disability and Veteran Affairs, County Clerk, County Surrogate, Superintendent of Schools, Police Academy, County Counsel; and

WHEREAS, this Memorandum of Agreement ("MOA") is entered into on September 15, 2016 between the County and OPEIU, following negotiation sessions between the Union and management representatives for the County which included the County Administrator, Deputy County Administrator, and Director of the Department of Personnel; and

WHEREAS, the County and Union have agreed to amend the terms of their Collective Bargaining Agreement ("Agreement") on behalf of the Union's employees, which expired on December 31, 2015, and the County and Union have bargained in good faith, and having mutually agreed, hereby state and agree as follows:

Article I – Agreement

The County and the Union agree to a four (4) year Agreement retroactive to January 1, 2016 and expiring on December 31, 2019.

Article IV – Union Security

Section 1.5 (c)(3) [New]. The County shall permit Union Shop Stewards to take up to three (3) paid Union days annually for training, conferences, or other union activities, so long as adequate staffing levels are maintained, as determined by the County Administrator.

Section 1.5 (d) [New]. The union shall be allowed to establish a voluntary membership political COPE fund deducted from Union employees' paychecks.

Article VII – Compensation

Section 2.5(c). This section shall be deleted and the following language will be inserted:

- Retroactive to January 1, 2016, all employees in the Union shall receive a two percent (2.0%) cost of living adjustment to their salaries with no movement on the Salary Guide.
- Effective January 1, 2017 all employees in the Union shall receive a two percent (2.0%) cost of living adjustment to their salaries with no movement on the Salary Guide.

- Effective January 1, 2018 all employees in the Union shall receive a two percent (2.0%) cost of living adjustment to their salaries with no movement on the Salary Guide.
- Effective January 1, 2019 all employees in the Union shall receive a two percent (2.0%) cost of living adjustment to their salaries with no movement on the Salary Guide.

Article IX -- Health Benefits

Preamble. The following sentence shall be inserted in the preamble paragraph of this Section: "All employees in the Union are subject to Chapter 78, P.L. 2011 with respect to healthcare contributions, as outlined in the law."

New Section. New employees hired after the ratification of this Agreement shall not be entitled to enroll in the County's Traditional Healthcare Plan.

New Section. New employees hired after the ratification of this Agreement shall not be entitled to lifetime benefits upon retirement.

New Section. Effective upon the ratification of this Agreement, all out-of-network charges would be paid at the following Medicare Rate Schedule:

- 2016 – 250%
- 2017 – 180%
- 2018 – 180%
- 2019 – 150%

Article XI – Bereavement Leave

Section 3.9. The language of this section shall be changed to be consistent with County's Personnel Manual and in cases where the language in the Agreement is richer than the County's Personnel Manual, such benefits shall remain.

Section 4.0. The language of this section shall be changed to be consistent with County's Personnel Manual and in cases where the language in the Agreement is richer than the County's Personnel Manual, such benefits shall remain.

Section 4.1. The language of this section shall be changed to be consistent with County's Personnel Manual and in cases where the language in the Agreement is richer than the County's Personnel Manual, such benefits shall remain.

Miscellaneous

The County at its sole discretion can change from a bi-weekly payroll to a bi-monthly payroll.

Acknowledgement of Ratification and Incorporation

The parties agree to recommend these terms and conditions to their respective constituents for ratification.

All issues agreed to shall be incorporated into the new Agreement. All issues not previously agreed to and not mentioned herein are withdrawn. All other language in the expired Agreement shall continue in the new contract and will remain status quo.

PASSAIC COUNTY



[Handwritten signature]

OPTEU LOCAL 125

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160813

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
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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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR BULK NATURAL GAS SUPPLY SERVICE FOR THE PASSAIC COUNTY ENERGY REGIONAL COOPERATIVE PRICING SYSTEM AS PER BID, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:
PURCHASING

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#	R20160814						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-9						
CAF #							
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

**RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR
BULK NATURAL GAS SUPPLY SERVICE FOR THE PASSAIC
COUNTY ENERGY REGIONAL COOPERATIVE PRICING
SYSTEM AS PER BID**

WHEREAS, deregulation of the nation's energy markets have provided opportunities to save money by procuring natural gas through a competitive process; and

WHEREAS, the Freeholder Standing Committee on Energy and Sustainability directed the Administration to undertake efforts to achieve cost savings for Passaic County and its Institutions by undertaking a competitive bid process for the commodity of natural gas; and

WHEREAS, the Freeholder Standing Committee on Energy and Sustainability further directed the Administration to offer Passaic County's municipalities the chance to be included in this bid process; and

WHEREAS, Passaic County established a purchasing cooperative as authorized by N.J.S.A. 40A:11-11(5) to achieve these cost savings; and

WHEREAS, the County of Passaic has been joined by the City of Union, County of Hudson, Harrison Housing Authority, Hudson County Community College, Hudson County Schools of Technology, Kearny Municipal Utilities Authority, Town of Guttenberg, Town of Secaucus, Township of North Bergen Housing Authority, West New York Housing Authority, Borough of Haledon, Borough of Hawthorne, Borough of Pompton Lakes, Borough of Prospect Park, Borough of Ringwood, Borough of Totowa, Borough of Wanaque, Borough of Woodland Park, City of Clifton, City of Passaic, Passaic County Community College, Pompton Lakes BOE, Township of Little Falls, Township of Wayne, Borough of Franklin and County of Sussex as members of the cooperative; and

WHEREAS, the County of Passaic, as "lead agency" pursuant to N.J.A.C. 5:34-7.1 et seq., issued public solicitation #SB-16-026 to qualified vendors for the Passaic County Energy Regional Cooperative Pricing System (Division of Local Government Services Identifier # 203PCERCPS) bid for Natural Gas Supply Service; and

WHEREAS, this cooperative undertook all procurement efforts 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 the volatile nature of the energy procurement process, upon the conclusion of the reverse auction the County authorized the County Administrator to approve and enter into a contract pursuant to resolution R20160713 dated September 13, 2016; and

WHEREAS, the County of Passaic, Department of Purchasing has reviewed and tabulated the proposals/bids as received on September 23, 2016, 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 for natural gas supply service to Great Eastern Energy and South Jersey Energy; and

WHEREAS, the recommended bidders submitted a proposal to supply natural gas during the contract period March 1, 2017 through November 30, 2018 at the following prices: South Jersey Energy Company for Bid Lot# 3b Fixed All-Inclusive Price @ \$4.7932/dth for PSE&G accounts and Great Eastern Energy for Bid Lot# 4b Fixed All-Inclusive Price @ \$4.505/dth for Elizabethtown Gas accounts of pursuant to the memoranda dated September 23, 2016 attached hereto; and

WHEREAS, a certificate is attached hereto, indicating that \$772,228.24 (Passaic County's portion of the bid) funds are available in budget account #7-01-31-222-001-U03 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 for bulk natural gas supply service for the Passaic County Energy Regional Cooperative Pricing System to South Jersey Energy Company (PSE&G accounts) for Bid Lot 3b Fixed All-Inclusive Price @ \$4.7932/dth for a 21 month term for all Passaic County Co-op members and Great Eastern Energy (Elizabethtown Gas accounts) for Bid Lot # 4b Fixed All-Inclusive Price @ \$4.505/dth for a 21 month term; 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.



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

September 23, 2016

Mr. Jeff Rosenzweig
Great Eastern Energy
1515 Sheepshead Bay Road
Brooklyn, NY 11235

Re: Procurement of Natural Gas Supply Service for the County of
Passaic Energy Regional Pricing Cooperative System SB# 16-026

Dear Mr. Rosenzweig:

Please accept this letter as a notification of our intent to award a contract to Great Eastern Energy for Bid Lot # 4b Fixed All-Inclusive Price @ \$4.505/dth for a 21 month term, pending the execution of the Agreement.

If you have any questions regarding this matter please feel free to contact me.

Sincerely,

A handwritten signature in black ink, enclosed within an oval-shaped border.

Mr. Anthony DeNova, County Administrator

cc: Michael Marinello, QPA R.P.P.O Purchasing Agent
Vicki Molloy, CEP, Concord Engineering



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

September 23, 2016

Ms. Victoria Marchese
South Jersey Energy Company
1 South Jersey Plaza
Folsom, NJ 08037

Re: Procurement of Natural Gas Supply Service for the County of
Passaic Energy Regional Pricing Cooperative System SB# 16-026

Dear Ms. Marchese,

Please accept this letter as a notification of our intent
to award a contract to South Jersey Energy Company for Bid Lot
3b Fixed All-Inclusive Price @ \$4.7932/dth for a 21 month term,
pending the execution of the Agreement.

If you have any questions regarding this matter please feel free to
contact me.

Sincerely,

A handwritten signature in black ink, appearing to be "A. DeNova", is enclosed within a double-lined oval border.

Mr. Anthony DeNova, County Administrator

cc: Michael Marinello, QPA R.P.P.O Purchasing Agent
Vicki Molloy, CEP, Concord Engineering

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160814

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION QUALIFYING COUNTY BUSINESS SYSTEMS OF PENNINGTON, NJ FOR PRODUCTION OF POLL BOOKS FOR THE PASSAIC COUNTY SUPERINTENDENT OF ELECTIONS AND COMMISSIONER OF REGISTRATION RFQ-16-064 AS PER QUALIFICATION, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:

BOARD OF ELECTIONS

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#	R20160815						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-10						
CAF #	6-01-22-141-001-E01						
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

RESOLUTION QUALIFYING COUNTY BUSINESS SYSTEMS OF PENNINGTON, NJ FOR PRODUCTION OF POLL BOOKS FOR THE PASSAIC COUNTY SUPERINTENDENT OF ELECTIONS AND COMMISSIONER OF REGISTRATION RFQ-16-064 AS PER QUALIFICATION

WHEREAS, there exists a need for production of poll books for the Passaic County Superintendent of Elections and Commissioner of Registration; and

WHEREAS, the County issued public solicitation RFQ-16-064 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 August 23, 2016 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 found that County Business Systems of Pennington, NJ is qualified to perform the necessary services, from October 1, 2016 through November 30, 2018 at the price of .0465 per page for a total estimated award of \$61,059.99 with purchases to be made on an as-needed basis and;

WHEREAS, a certificate is attached hereto, indicating that \$15,500.00 in funds are available as recorded in purchase requisition #R6-05830 in budget account #6-01-22-141-001-E01 for the within contemplated expenditure with the remainder \$45,559.99 contingent upon adoption of future years budget; and

WHEREAS, the Finance, Administration and Personnel Committee has reviewed this matter at its September 28, 2016 meeting and recommended 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 it hereby accepts the committee's recommendation to qualify County Business System Inc of Pennington, NJ under Local Public Contract Law, specifically N.J.S.A. 40A: 11-5 (1); and

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

October 11, 2016

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$61,059.99

APPROPRIATION: \$15,500.00 - 6-01-22-141-001-E01
\$45,559.99 - *Contingent upon availability of
Funds in future year budgets

PURPOSE: Resolution qualifying County Business Systems of
Pennington for production of poll books for the
Superintendent of elections from October 1, 2016
through November 30, 2018


Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

RC:fr



County of Passaic

Superintendent Of Elections
501 River Street, Paterson, NJ 07524

SOElections@passaiccountynj.org

Tel: (973) 881-4516

Fax: (973) 881-1634

Superintendent of Elections

To: Mr. Michael Marinello, RPPS County Purchasing Agent

From: Sherine El-Abd, Superintendent of Elections

Date: September 20, 2016

Re: RFQ Poll Book Printing

Dear Mr. Marinello,

A request for qualification for poll book printing services was advertised and responses were received from two vendors:

- Royal Printing
- County Business Systems

It is our recommendation to qualify and award a contract to County Business Systems of Pennington, NJ

Thank you,

A handwritten signature in black ink, appearing to read "Sherine El-Abd".

Sherine El-Abd
Superintendent of Elections &
Commissioner of Registration

9/20/16

SE/II

CC: Anthony De Nova , County Administrator
Matthew Jordan , Deputy County Administrator
Nick Maumov, Materials Management
Carmen Santana, Principle Purchasing Agent

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160815

COUNTY OF PASSAIC
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Sherine El-ABd
Telephone #: 973-881-4515 Date: 9/22/16

DESCRIPTION OF RESOLUTION:

2016: 15,500.002017: 38,000.002018: 42,000.00

PROCUREMENT SOLICITATION (if any)#: _____

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: \$
- 15,500.00

REQUISITION # R6-05830**ACCOUNT #** 6-01-22-141-001-E01

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

5. DISTRIBUTION LIST:

Administration
 Finance
 Counsel
 Clerk to the Board
 Procurement

Specify: _____

Introduced on: October 11, 2016
 Adopted on: October 11, 2016
 Official Resolution#: R20160815

COUNTY OF PASSAIC
 SUPERINTENDENT OF ELECTIONS
 CO OF PASSAIC, (Q)973-881-4515
 501 River Street
 PATERSON, NJ 07524

Res-Pg:k.10-7

REQUISITION	
NO.	R6-05830

SHIP TO	
VENDOR	VENDOR #: 03342 COUNTY BUSINESS SYSTEM INC. 1574 REED ROAD PENNINGTON, NJ 08534

ORDER DATE: 09/22/16
 DELIVERY DATE:
 STATE CONTRACT:
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	Remaining year payment for 2016 printing of poll books.	6-01-22-141-001-E01	15,500.0000	15,500.00
			TOTAL	15,500.00

Introduced on: October 11, 2016
 Adopted on: October 11, 2016
 Official Resolution#: R20160815

[Signature] 9/22/16
 REQUESTING DEPARTMENT DATE



County of Passaic
Superintendent Of Elections
501 River Street, Paterson, NJ 07524

SOElections@passaiccountynj.org
Tel: (973) 881-4516
Fax: (973) 881-1634

Superintendent of Elections

To: Mr. Michael Marinello, RPPS County Purchasing Agent
From: Sherine El-Abd, Superintendent of Elections
Date: September 20, 2016
Re: RFQ Poll Book Printing

Dear Mr. Marinello,

A request for qualification for poll book printing services was advertised and responses were received from two vendors:

- Royal Printing
- County Business Systems

It is our recommendation to qualify and award a contract to County Business Systems of Pennington, NJ

Thank you,

A handwritten signature in black ink, appearing to read "Sherine El-Abd".

Sherine El-Abd
Superintendent of Elections &
Commissioner of Registration

9/20/16

SE/II

CC: Anthony De Nova , County Administrator
Matthew Jordan , Deputy County Administrator
Nick Maumov, Materials Management
Carmen Santana, Principle Purchasing Agent

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160815

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION EXPANDING A POOL OF QUALIFIED ENGINEERS, ARCHITECTS, LAND SURVEYORS, PLANNERS LANDSCAPE ARCHITECT, ENVIRONMENTAL HEALTH AND SAFETY/ENGINEERING CONSULTANT SERVICES RFQ-16-067 AS PER QUALIFICATIONS FOR THE COUNTY OF PASSAIC FOR CALENDAR YEAR 2016, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:

ENGINEERING

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#	R20160816						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-11						
CAF #							
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	<				<		
Bartlett	<				<		
Duffy	<				<		
James	<			<	<		
Lazzara	<				<		
Lepore	<				<		
Lora	<		<		<		

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

Dated: October 12, 2016

**RESOLUTION EXPANDING A POOL OF QUALIFIED ENGINEERS,
ARCHITECTS, LAND SURVEYORS, PLANNERS LANDSCAPE
ARCHITECT, ENVIRONMENTAL HEALTH AND
SAFETY/ENGINEERING CONSULTANT SERVICES RFQ-16-067 AS
PER QUALIFICATIONS FOR THE COUNTY OF PASSAIC FOR
CALENDAR YEAR 2016**

WHEREAS the Board of Chosen Freeholder of Passaic County by Resolution R20160038 dated January 26, 2016 established a pool of Engineers, Architects, Land Surveyors, Planners, Landscape Architects, Environmental Health and Safety/Engineering Consultant Services for the County of Passaic for 2016, who had qualified through a Fair and Open process; and

WHEREAS as additional firms may be necessary, the Board authorized a public solicitation to expand the pool for these professional services for 2016; and

WHEREAS the Board of Chosen Freeholders (the "Board") has previously established an Evaluation and Review Committee consisting of the three members of the Administration and Finance Committee by resolution dated February 14, 2006 (R-06-97); and

WHEREAS the County received responses to RFQ-16-067 on September 27, 2016 and the responses and supporting documents were subsequently reviewed by the Freeholder Committee established for such purpose; and

WHEREAS the Evaluation and Review Committee has reviewed the submittals and found that the following firms are qualified to perform the necessary services on an as-needed basis:

AKRF INC.
ASSOCIATED TECHNOLOGY INC
DESIGN RESOURCES GROUP ARCH. AIA
GTS CONSULTANTS INC
HOM ARCHITECTS & ENGINEERS INC

HEYER GRUEL AND ASSOC PA
HISTORIC BUILDING ARCHITECTS LLC
MID ATLANTIC ENGINEERING PARTNERS LLC
MOTT MACDONALD LLC
PKB ENGINEERING ASSOC.
ROBERT SILMAN ASSOC PC
RSC ARCHITECTS
S & R ENGINEERS, PC
SUBURBAN CONSULTING ENGINEERS INC
TECTONIC ENGINEERING SURVEYING CONSULTANTS PC

WHEREAS the Board is desirous of expanding the pool established by R20160038 dated January 26, 2016 to include the firms listed above to perform the necessary services as Engineers, Architects, Land Surveyors, Planners, Landscape Architects, Environmental Health and Safety/Engineering Consultant Srvcs; and

WHEREAS the Finance, Administration and Personnel Committee has reviewed this matter at its September 28, 2016 meeting and recommended this resolution for the full Board for adoption; and

WHEREAS the Board will make specific assignments to the qualified firms on an as-needed basis by subsequent resolution of the Board; and

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic the Board that it hereby expands the pool of qualified firms, as listed above, and includes these firms into the pool established for Architects, Land Surveyors, Planners Landscape Architect, Environmental Health and Safety/Engineering Consultant Services for calendar year 2016; and

BE IT FURTHER RESOLVED that the Board will make specific assignments to the qualified firms on an as-needed basis by subsequent resolution of the Board.

October 3, 2016

To: Michael Marinello, QPA, RPPO, Purchasing Director

From: Steven J Edmond, PE, County Engineer

Re: RFQ-16-067 Expand Pool
2016 Professional Engineers, Architects, Land Surveyors, Planners,
Landscape Architects, Environmental Health Specialists,

Dear Mr. Marinello

I have reviewed the professional qualifications of all the firms listed below that submitted to the Request For Qualifications received on September 27, 2016 and find that all firms on the list below are registered to practice in New Jersey as a professional service and all meet the minimum experience requirements in the RFQ.

AKRF INC.
ASSOCIATED TECHNOLOGY INC
DESIGN RESOURCES GROUP ARCH. AIA
GTS CONSULTANTS INC
H2M ARCHITECTS & ENGINEERS INC
HEYER GRUEL AND ASSOC PA
HISTORIC BUILDING ARCHITECTS LLC
MID ATLANTIC ENGINEERING PARTNERS LLC
MOTT MACDONALD LLC
PKB ENGINEERING ASSOC.
ROBERT SILMAN ASSOC PC
RSC ARCHITECTS
S & R ENGINEERS, PC
SUBURBAN CONSULTING ENGINEERS INC
TECTONIC ENGINEERING SURVEYING CONSULTANTS PC

Very truly yours

Steven J. Edmond, P.E.
County Engineer

SJE:ibm

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO UNITED FEDERATED SYSTEMS OF TOTOWA, NJ FOR FIRE ALARM AND MAINTENANCE AND INSPECTION SERVICES FOR THE PASSAIC COUNTY PREAKNESS HEALTHCARE CENTER 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

Official Resolution#		R20160817					
Meeting Date		10/11/2016					
Introduced Date		10/11/2016					
Adopted Date		10/11/2016					
Agenda Item		k-12					
CAF #		6-01-27-172-001-213					
Purchase Req. #							
Result		Adopted					
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

RESOLUTION AUTHORIZING AWARD OF CONTRACT TO UNITED FEDERATED SYSTEMS OF TOTOWA, NJ FOR FIRE ALARM AND MAINTENANCE AND INSPECTION SERVICES FOR THE PASSAIC COUNTY PREAKNESS HEALTHCARE CENTER AS PER BID

WHEREAS, there exists a need for fire alarm maintenance and inspections services for the Passaic County Preakness Healthcare Center; and

WHEREAS, the County of Passaic issued a public solicitation to qualified vendors for SB-16-020 for Fire Alarm and Maintenance and Inspection Services for the Passaic County Preakness Healthcare Center 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 August 10, 2016 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 United Federated Systems of Totowa, NJ; and

WHEREAS, the Finance, Administration and Personnel Committee has reviewed this matter at its September 15, 2016 meeting and recommended this resolution to the full Board for adoption; and

WHEREAS, the contract period will be from August 1, 2016 through July 31, 2017 with a one-year option to renew as per the County of Passaic. The year-one inspection/maintenance fee is \$28,000.00 and the option-to-renew inspection/maintenance fee is \$28,000.00; and

WHEREAS, a certificate is attached hereto, indicating that funds are available in budget account #6-01-27-172-001-213 for the within contemplated expenditure; and

WHEREAS, United Federated Systems has 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 United Federated Systems of Totowa, NJ for the service 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.

October 11, 2016

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$28,000.00

APPROPRIATION: \$5,000.00 – 6-01-27-172-001-213
\$23,000.00 - *Contingent upon availability of
Funds in 2017 adopted budget.

PURPOSE: Resolution authorizing award of contract to United
Federated Systems of Totowa, NJ for fire Alarm and
Maintenance and Inspection services from August 1,
2016 through July 31, 2017.


Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

RC:fr



Preakness Healthcare Center

A Legacy of Caring for 85 Years

To: Michael Marinello, Purchasing Agent
From: Lucinda Corrado, Executive Director *LC*
Re: Fire Alarm Maintenance and Inspection Services

The following bid responses were reviewed for the above service for Preakness Healthcare Center:

- TFS/United Federated
- Specialized Fire
- Vanwell Electronics

Based on the attached analysis, an award of contract to TFS/United Federated is recommended for a one year period with an option to renew.

Year 1 - \$28,000
Year 2 - \$28,000

LC/cb

CC: Nick Naumov, Materials Management
Carmen Santana, Principle Purchasing Agent
Joseph Barbicri, Assistant Purchasing Assistant

305 Oldham Rd. Wayne, NJ 07470 - Phone: 973-317-7020

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160817

www.passaiccountynj.org/Preakness

**COUNTY OF PASSAIC
RESOLUTION REQUEST FORM**

1. NAME OF REQUESTER: Lucinda Corrado
Telephone #: 973-595-2169 Date: 9/12/16

DESCRIPTION OF RESOLUTION:

Award of contract to TFS/United Federated Systems for Fire
Alarm Maintenance and Inspection services for Breakness
Healthcare Center for a one year period with an option to renew.

PROCUREMENT SOLICITATION (If any): SB-16-020

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: \$ Year 1: \$28,000 (est for Oct & Nov: \$5,000)

REQUISITION # R8-05628

ACCOUNT # 6-01-27-172-001-213

4. COMMITTEE REVIEW: DATE
- | | |
|---|-----------------------------|
| <u>Administration & Finance</u> | <u> </u> |
| <u>Public Works / Buildings & Grounds</u> | <u> </u> |
| <u>Planning & Economic Development</u> | <u> </u> |
| <u>Health, Human Services & Community Affairs</u> | <u> </u> |
| <u>Law & Public Safety</u> | <u> </u> |
| <u>Energy</u> | <u> </u> |
| <u>Other Specify: _____</u> | <u> </u> |

5. DISTRIBUTION LIST:

Administration
Finance
Counsel
Clerk to the Board
Procurement

Specify:

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160817

September 12, 2016
02:55 PM

COUNTY OF PASSAIC
Requisition Inquiry

Requisition No: R6-05628
 Status: Open Vendor: 03679 Entered By: JB
 P.O. Number: UNITED FEDERATED SYSTEMS 1st Aprv By:
 Requested Date: 09/12/16 40 VREELAND AVENUE 2nd Aprv By:
 Due Date: 09/12/16 SUITE 101 3rd Aprv By:
 Description: Fire Alarm Testing & Service TOTOWA, NJ 07512-1159
 Req Total: 5,000.00 State Contract:
 Quote 2: Vendor Name: COUNTY BID VENDOR Amount: 1.00 Comment:
 Quote 3: Vendor Name: COUNTY BID VENDOR Amount: 1.00 Comment:

Seq	catalog Num	Qty	Unit	Price	Item Total	Charge Acct	Invoice	Tracking Id
Line	Item Descript					Description		
Line	Item Notes							
1		1.0000		5,000.0000	5,000.00	B 6-01-27-172-001-213		
	Enc'16					CONTRACTED SERVICES		
	To Be Paid In							
	Partial Payments Only							
	Reso#R-							
	Fire Alarm Monitoring & Testing.							
					5,000.00			

Budget Account	Description	Requested Balance
6-01-27-172-001-200	PREAKNESS HOSPITAL O/E	1,113,507.49
6-01-27-172-001-213	CONTRACTED SERVICES	88,056.61

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160817



Preakness Healthcare Center

A Legacy of Caring for 85 Years

To: Michael Marinello, Purchasing Agent
From: Lucinda Corrado, Executive Director *AC*
Re: Fire Alarm Maintenance and Inspection Services

The following bid responses were reviewed for the above service for Preakness Healthcare Center:

- TFS/United Federated
- Specialized Fire
- Vanwell Electronics

Based on the attached analysis, an award of contract to TFS/United Federated is recommended for a one year period with an option to renew.

Year 1 - \$28,000
Year 2 - \$28,000

LC/cb

CC: Nick Naumov, Materials Management
Carmen Santana, Principle Purchasing Agent
Joseph Barbicri, Assistant Purchasing Assistant

305 Oldham Rd. Wayne, NJ 07470 - Phone: 973-317-7020

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160817

www.passaiccountynj.org/Preakness

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director 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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO MULLIN & LONERGAN ASSOCIATES OF PITTSBURGH, PA FOR PASSAIC COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CONSULTANT AS PER COMPETITIVE CONTRACT, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:
ECONOMIC 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#	R20160818						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-13						
CAF #	G-01-41-838-016-233						
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

RESOLUTION AUTHORIZING AWARD OF CONTRACT TO MULLIN & LONERGAN ASSOCIATES OF PITTSBURGH, PA FOR PASSAIC COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CONSULTANT AS PER COMPETITIVE CONTRACT

WHEREAS, on June 1, 2016 proposals were received and opened for RFP-16-008 Passaic County Community Development Block Grant (CDBG) Consultant 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 April 12, 2016 Resolution R20160312 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 Mullin & Lonergan Associates of Pittsburgh, PA for their proposal for Passaic County Community Development Block Grant (CDBG) Consultant; and

WHEREAS, the Finance, Administration and Personnel Committee has reviewed this matter at its July 6, 2016 meeting and recommended this resolution to the full Board of adoption; and

WHEREAS, the contract period will be September 1, 2016 through August 31, 2018 for a total estimated amount of \$138,000.00; and

WHEREAS, a certificate is attached hereto, indicating that \$138,000.00 in funds are available in budget account #G-01-41-838-016-233 for the within contemplated expenditure; and

WHEREAS, Mullin & Lonergan Associates of Pittsburgh, PA 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 Mullin & Lonergan Associates of Pittsburg, PA; 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 Passaic County Community Development Block Grant (CDBG) Consultant as a competitive contract.

October 11, 2016

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$138,000.00

APPROPRIATION: \$80,000.00 – G-01-41-838-016-233
\$58,000.00 - *Contingent upon acceptance and
Inclusion fo CDBG FY 2017 grant

PURPOSE: Resolution authorizing award of contract to Mullin &
Lonergan Associates from September 1, 2016 through
August 31, 2018.


Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

RC:fr



County of Passaic

Department of Economic Development
 Totowa Business Center
 930 Riverview Drive, Suite 250
 Totowa, New Jersey 07512-1167

Deborah Hoffman
 Director

Telephone: (973) 569-4720
 Facsimile: (973) 569-4725

To: Finance and Administration Committee
 Passaic County Board of Chosen Freeholders

Date: June 22, 2016

From: Deborah Hoffman *DH*

Re: Results of Selection Review
 Committee for the RFP to engage a consultant to
 provide Community Development Block Grant
 Consulting Services FY 2016 and FY 2017

MEMORANDUM

A Selection Review Committee was convened for the purpose of evaluating the responses to the RFP-16-008: Community Development Block Grant Consulting Services. The Request for Proposal to engage a consultant was issued on May 11, 2016 and proposals were received on June 1, 2016. **Ten companies requested copies of the RFP and three companies responded with a proposal.**

The Passaic County Selection Review Committee included two members of the Department of Planning and Economic Development who reviewed the three proposals received. The Committee met on June 13, 2016. The proposals were evaluated utilizing the following criteria: Technical (75%), Management (9%), and Cost (16%).

PERCENT OF POINTS AWARDED	EVALUATION SCORE
0%	No response
50%	Marginal
70%	Acceptable
80%	Occasionally exceeds acceptable
90%	Consistently exceeds acceptable
100%	Outstanding in all respects

Scope of Services

Note attached Scope of Services to be performed.

Special Terms and Conditions

The selected company must be willing to negotiate a lump sum contract for each fiscal year. Contract is subject to the receipt of Community Development Block Grant funding for FY 2016 and FY 2017 by the County of Passaic.

Fees

FY 2016: \$80,000 (September 1, 2016 to August 31, 2017)

FY 2017: \$58,000 (September 1, 2017 to August 31, 2018)

Introduced on: October 11, 2016
 Adopted on: October 11, 2016
 Official Resolution#: R20160818

Ranking

This company met all Technical and management requirements with only a minor deduction since the company is not a Small, Minority, Women or Section 3 company. We believe this company to be highly qualified to perform the scope of work and technical assistance included in the RFP.

Vendor	Average Score	Rank
Mullin & Lonergan	90%	1
BluLynx Solutions	59%	2
Capital Assess	53%	3

Recommendation

Pursuant to the total score of each of the prospective vendors, this committee recommends the award of a contract to Mullin & Lonergan Associates, 3909 Hartzdale Drive, Camp Hill, PA 17011-7838, Suite 901. The one year term of the contract for FY 2016 will be from September 1, 2016 to August 31, 2017 for a budget of \$80,000. The one year extension of the contract for FY 2017 will be from September 1, 2017 to August 31, 2018 for a budget of \$58,000 is also recommended. The FY 2016 funding will be provided by the USHUD Community Development Block Grant budget line of G-01-41- 838-016-233 that will be assigned in September 2016 once the final entitlement grant offer of \$810,869 is provided by US HUD. The FY 2017 funding will be provided by the USHUD Community Development Block Grant Budget line of G-01-41-838-017-233 that will be assigned in September 2017 once the final entitlement grant offer is provided by US HUD.

These recommendations were discussed with the members of the Planning and Economic Development Committee on June 22, 2016 and it was agreed that the Division forward the request to engage Mullin & Lonergan to the Administration and Finance Committee for consideration.

cc: Anthony J. DeNova, County Administrator
Matthew Jordan, Deputy County Administrator

Summary of Evaluation of Proposals: Each company had the potential to receive 100 points from each reviewer. This table summarizes and totals the two members of the Review Committee and their average scores.

Company	Method for Providing Requested Services (25 Points)	Qualifications and Experience of Technical Staff (50 Points)	Stability of Responding Company (5 Points)	Participation by Small, Minority, Women and Section 3 companies (4 Points)	Compensation (16 Points)	Comments	Totals	Average
Mullin & Lonergan	45	95	10	0	30	Impressive Experience and Expertise, Professional Planners. Est. 1965. Will Negotiate Lump Sum Contract. Proposed Budget: FY 2016: 89,000 + Technical Assistance (TA); FY 2017: \$47,000 + TA	180	90
BluLynx	30	60	8	0	20	In business 15 years. Provided milestone chart. Current Clients in Southern States only. No AFFH experience. Budget: FY 2016: \$78,500 +TA; FY 2017: \$78,500 +TA	118	59
Capital Access	28	50	8	0	20	In business 21 years/CDBG services 16 years. Will engage a sub-contractor to perform services. Current clients outside of region. Budget: FY 2016: \$42,825; FY 2017: \$98,650	106	53

Introduced on: October 11, 2016
 Adopted on: October 11, 2016
 Official Resolution#: R20160818



County of Passaic

Department of Economic Development
 Totowa Business Center
 930 Riverview Drive, Suite 250
 Totowa, New Jersey 07512-1167

Deborah Hoffman
 Director

Telephone: (973) 569-4720
 Facsimile: (973) 569-4725

To: Finance and Administration Committee
 Passaic County Board of Chosen Freeholders

Date: June 22, 2016

From: Deborah Hoffman *DH*

Re: Results of Selection Review
 Committee for the RFP to engage a consultant to
 provide Community Development Block Grant
 Consulting Services FY 2016 and FY 2017

MEMORANDUM

A Selection Review Committee was convened for the purpose of evaluating the responses to the **RFP-16-008: Community Development Block Grant Consulting Services**. The Request for Proposal to engage a consultant was issued on May 11, 2016 and proposals were received on June 1, 2016. **Ten companies requested copies of the RFP and three companies responded with a proposal.**

The Passaic County Selection Review Committee included two members of the Department of Planning and Economic Development who reviewed the three proposals received. The Committee met on June 13, 2016. The proposals were evaluated utilizing the following criteria: Technical (75%), Management (9%), and Cost (16%).

PERCENT OF POINTS AWARDED	EVALUATION SCORE
0%	No response
50%	Marginal
70%	Acceptable
80%	Occasionally exceeds acceptable
90%	Consistently exceeds acceptable
100%	Outstanding in all respects

Scope of Services

Note attached Scope of Services to be performed.

Special Terms and Conditions

The selected company must be willing to negotiate a lump sum contract for each fiscal year. Contract is subject to the receipt of Community Development Block Grant funding for FY 2016 and FY 2017 by the County of Passaic.

Fees

FY 2016: \$80,000 (September 1, 2016 to August 31, 2017)

FY 2017: \$58,000 (September 1, 2017 to August 31, 2018)

Introduced on: October 11, 2016
 Adopted on: October 11, 2016
 Official Resolution#: R20160818

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
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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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION EXPANDING A POOL OF QUALIFIED OUTSIDE LEGAL COUNSEL AND SPECIAL LITIGATION COUNSEL TO PROVIDE LEGAL SERVICES FOR THE COUNTY OF PASSAIC FOR CALENDAR YEAR 2016, 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#	R20160819						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-14						
CAF #							
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

**RESOLUTION EXPANDING A POOL OF QUALIFIED OUTSIDE
LEGAL COUNSEL AND SPECIAL LITIGATION COUNSEL TO
PROVIDE LEGAL SERVICES FOR THE COUNTY OF PASSAIC FOR
CALENDAR YEAR 2016**

WHEREAS the Board of Chosen Freeholders of Passaic County (“the Board”) by Resolutions R20150956 dated December 30, 2015 and R20160137 dated February 23, 2016, R20160457 dated June 14, 2016 and R20160509 dated June 28, 2016 established a pool of attorneys to handle Outside and Special Litigation Counsel services for the County of Passaic for 2016, who had qualified through a Fair and Open process; and

WHEREAS it appears that for various reasons several firms who were interested in being part of the pool for Outside/Special Litigation Counsel did not submit responses in the prior public solicitations;

WHEREAS as additional firms may be necessary, the Board authorized a public solicitation to expand the pool of qualified Counsel for Outside and Special Litigation Counsel for 2016; and

WHEREAS the County received responses to RFQ-16-066 on September 22, 2016; and

WHEREAS the Board has previously established an Evaluation and Review Committee consisting of the three members of the Administration and Finance Committee by resolution dated February 14, 2006 (R-06-97); and

WHEREAS the Evaluation and Review Committee has reviewed the submittals and found that the following firms are qualified to perform the necessary services on an as-needed basis:

- Connell Foley LLP, Newark, NJ
- Steven S. Glickman, LLC, Newark, NJ
- Connie Bentley McGhee, Newark, NJ
- Michael A. Armstrong & Associates, Willingboro, NJ
- Belotte Law Firm, LLC, Newark, NJ

WHEREAS this matter was discussed at the Freeholder Administration and Finance Committee meeting of September 28, 2016 and the Committee authorized the Office of the County Counsel to present these firms qualified to the full Board for approval; and

WHEREAS the Board is desirous of expanding the pool established by the aforementioned resolutions to include the firms listed above to perform the necessary services as Outside Counsel and Special Litigation Counsel; and

WHEREAS the Board will make specific assignments to the qualified firms on an as-needed basis by subsequent resolution of the Board;

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic the Board that it hereby expands the pool of qualified firms, as listed above, and includes these firms into the pool established for Outside Legal Counsel and Special Litigation Counsel services for Calendar year 2016; and

BE IT FURTHER RESOLVED that the Board will make specific assignments to the qualified firms on an as-needed basis by subsequent resolution of the Board.

October 11, 2016

PASSAIC COUNTY COUNSEL**MEMORANDUM**

TO: Michael Marinello, Purchasing Director

FROM: Michael H. Glovin, Deputy County Counsel

RE: **Adding further to the pool of qualified outside/special litigation counsel for the County of Passaic under Pay to Play for 2016**

DATE: September 26, 2016

In response to the submission to me of the qualifications for the expansion of the pool of outside counsel, please be advised that I have reviewed the eight (8) proposals received and can report that all are qualified to act as outside/special counsel for the County of Passaic. Three of the firms who submitted, Florio Kenny Raval of Hoboken, NJ, Waters, McPherson & McNeill of Secaucus, NJ and Schwartz, Simon, Edelstein & Celso, LLC of Whippany, NJ had originally submitted and qualified for calendar year 2016 pursuant to R-2015-0956 dated December 30, 2015.

The other five (5) firms who submitted qualifications who were not previously qualified for 2016 are as follows:

1. Connell Foley LLP, 1085 Raymond Blvd., 19th Floor, Newark, NJ 07102
2. Steven S. Glickman, LLC, 570 Broad Street, Suite 1201, Newark, NJ 07102
3. Connie Bentley McGhee, 292 Lafayette Street, Newark, NJ 07105
4. Michael A. Armstrong & Associates, LLC, 79 Mainbridge Lane, Willingboro, NJ 08046
5. Belotta Law Firm, LLC, 292 Lafayette Street, Newark, NJ 07105

The five firms referenced above have individuals, partners or principal employees who are licensed attorneys in the State of New Jersey with relevant experience as set forth in the solicitation proposal. Two of the firms, Connie Bentley McGhee and the Belotta Law Firm, are sole practitioners. Consequently, I would appreciate it if you would present these firms to the Freeholder Administration & Finance Committee for authorization for a Resolution to add these three (3) firms to our pool of outside/special litigation counsel for calendar year 2016. Thank you for your attention to this matter.

Cc: William J. Pascrell, III, County Counsel
Anthony J. DeNova, County Administrator

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160819

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO SPIRIT DELICATESSEN CORP OF TEANECK, NJ FOR PASSAIC COUNTY GOLF COURSE CLUBHOUSE AND REFRESHMENT STAND CONCESSION AS PER COMPETITIVE CONTRACT, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:

PARKS & RECREATION 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#	R20160820						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-15						
CAF #							
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	<				<		
Bartlett	<				<		
Duffy	<						<
James	<			<	<		
Lazzara	<				<		
Lepore	<				<		
Lora	<		<		<		

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

Dated: October 12, 2016

RESOLUTION AUTHORIZING AWARD OF CONTRACT TO SPIRIT DELICATESSEN CORP OF TEANECK, NJ FOR PASSAIC COUNTY GOLF COURSE CLUBHOUSE AND REFRESHMENT STAND CONCESSION AS PER COMPETITIVE CONTRACT

WHEREAS, on June 14, 2016 proposals were received and opened for RFP-16-007 Passaic County Golf Course Clubhouse and Refreshment Stand Concession as a competitive contract pursuant to the Local Public contract 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, 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 Spirit Delicatessen Corp of Teaneck, NJ for their proposal for Passaic County Golf Course Clubhouse and Refreshment Stand Concession; and

WHEREAS, the County of Passaic will receive reimbursement of \$54,000.00 for year one, \$54,600.00 for year two, \$55,200.00 for year three, \$55,200.00 for year four (option year) and \$55,200.00 for year five (option year) as per the County of Passaic; and

WHEREAS, the Finance, Administration and Personnel Committee has reviewed this matter at its September 28, 2016 meeting and recommended this resolution to the full Board of adoption; and

WHEREAS, the contract period will be January 1, 2017 through December 31, 2019 with two one-year options to renew as per the County of Passaic; and

WHEREAS, Spirit Delicatessen Corp 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 Spirit Delicatessen Corp of Teaneck, NJ; 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 Passaic County Golf Course Clubhouse and Refreshment Stand Concession as a competitive contract.

October 11, 2016

MEMORANDUM

TO: Michael Marinello, QPA, RPPO
Purchasing Agent

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

Darryl Sparta
Deputy Director, Parks and Recreation Department

RE: Passaic County Golf Course Clubhouse and Refreshment Stand Concession
RFP-16-007

DATE: September 16, 2016

Background

On June 14, 2016 bids were received for RFP-16-007 for vendors seeking to act as the golf course clubhouse and refreshment stand concession for a three (3) year term, with the County of Passaic ("County") retaining two (2) one (1) year options. Pursuant to N.J.S.A. 40A:11-4.1(j), RFP-16-007 was solicited via competitive contracting in lieu of public bidding and was scored using the following criteria:

- Management (40%)
- Technical (20%)
- Cost (40%)

Two bids were received in response to RFP-16-007, one from the current vendor, M&E Caruso's Ristorante, LLC and Spirit Delicatessen Corporation, a County vendor currently operating the concession located at the County Court House. Pursuant to the directive of the Purchasing Agent and in compliance with the Local Public Contracts Law, a technical review committee was appointed comprised of Deputy County Administrator Matthew Jordan and Deputy Director of the Parks and Recreation Department Darryl Sparta ("Review Committee").

Scoring of Vendor Submissions

Mr. Sparta and I met on three separate occasions to review the proposals, including interviewing representatives from Spirit Delicatessen Corporation on June 30, 2016 and M&E Caruso's Ristorante on July 5, 2016. Based upon a thorough review of the two submissions, and the information receiving during the interview process, the following scores were mutually agreed to as set forth in the scoring criteria.

M&E Caruso's Ristorante

- I. Management. The written proposal contained very little information regarding a management plan, including setting for the number of employees working at set shifts, weekly staffing plans, or the food handling certifications for those people to be employed. Additionally, future plans for renovations, maintenance, and hours of operation were limited. Although additional information was relayed at the interview, the organization and plans set forth did not appear to be well thought out. In sum, there was limited confidence by the

Review Committee that M&E Caruso could manage the business to its highest levels over the next three years. (25/40)

- II. **Technical.** Only two credit references were provided for vendors to service the concessions, and no formal operating plan was submitted with the proposal. Additionally, over the course of the past three years there were issues with food handling causing the Wayne Health Department to close the concession. (15/20)
- III. **Cost.** M&E submitted a higher rent schedule than the other respondent for a yearly rental payment of sixty thousand dollars (\$60,000.00). (35/40)

Total Score = 75/100

Spirit Delicatessen Corporation

- I. **Management.** SDC set forth a comprehensive management plan, including employee shifts, menu options, and a concise plan for not only continued success with golfers, but a targeted marketing plan for local businesses and residents. Additionally, SDC committed in its proposals to extensive renovation of the premises and set forth a plan for providing services not currently offered, including table service both inside the restaurant and in the surrounding patios outside the club house. The principal of SDC has extensive experience in a variety of concession settings and proposed transforming the facility into a sports bar atmosphere. The proposal was well thought out and indicative of years of experience running successful restaurant and bar venues. (36/40)
- II. **Technical.** SDC established a long history of operating concessions at government owned facilities, and restaurant/grill facilities as solicited in the RFP. The proposal was extensive, setting forth an achievable plan with realistic growth for the concession and the long-term success of the restaurant. (18/20)
- III. **Cost.** Although the rent schedule is slightly lower than M&E, SDC has a strong track record of timely payments to the County in its role as the concession for the Court House and has never been behind on rent. SDC rental payment is fifty four thousand (\$54,000.00) in year one, fifty four thousand six hundred (\$54,600) in year two, and fifty five thousand two hundred (\$55,200.00) in year three. (30/40)

Total Score = 84/100

Conclusion

Based upon the scoring of the Review Committee as set forth above, it is recommended that Spirit Delicatessen Corporation be awarded RFP-16-007.

cc: Finance and Administration Committee
 Anthony J. DeNova, III, County Administrator
 Nick Roca, Director, Parks and Recreation Department
 William J. Pascrell, County Counsel
 Michael Glovin, Deputy County Counsel
 Monica Chacon, Assistant County Counsel

Introduced on: October 11, 2016
 Adopted on: October 11, 2016
 Official Resolution#: R20160820

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
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Cassandra "Sandi" Lazzara
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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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR THE PASSAIC COUNTY JAIL PRISONER RE-ENTRY PROGRAM, 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#	R20160821						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-16						
CAF #	6-01-25-157-001-213						
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

**RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR THE
PASSAIC COUNTY JAIL PRISONER RE-ENTRY PROGRAM**

WHEREAS in anticipation of receipt of the grant, the Board of Chosen Freeholders of the County of Passaic, pursuant to Resolution R-2016-0565 dated June 28, 2016, authorized a public private partnership program at the Passaic County Jail operated by the Passaic County Sheriff's Department to be known as the Passaic County Prisoner Re-Entry Program; and

WHEREAS pursuant to that Resolution, the said Board authorized the receipt of proposals through a competitive contract process for the provision of pre-release assessment, treatment and re-entry support services for eligible Jail inmates who have received Jail sentences of less than 365 days and who may have substance abuse or mental health related issues; and

WHEREAS as a consequence of this authorization, proposals were received from qualified vendors on September 13, 2016 for the provision of the above-referenced services broken down into two separate projects – the first for the needed assessments and the second for provision of services based upon those assessments for a one (1)-year period; and

WHEREAS in conformity with the Local Public Contracts Law; specifically, N.J.S.A. 40A:11-4.5(d) and the criteria set forth in the Request for Proposals, a Review Committee was selected by the Passaic County Director of Purchasing and in a report dated September 28, 2016, said Committee recommended the award of Project #1 to Eva's Village, Inc. in the amount of \$5,000 per month

for an annual total of \$60,000 and to Hope for Ex-Offenders, Inc. & Family Services for \$11,333 per month for an annual total of \$136,000 (copy of Review Committee report attached hereto and made a part hereof); and

WHEREAS in conformity with the Resolution of the said Board, R-2016-565, the award of contract for Eva's Village, Inc. and Ex-Offenders, Inc. & Family Services shall be for the period of November 1, 2016 through December 31, 2016 with the understanding that the said Board will award the additional ten months (through October 31, 2017) if the County of Passaic receives the grant, but may not if the grant is not received; and

WHEREAS the Freeholder Committee for Finance & Administration at its September 28, 2016 meeting reviewed the matter and is recommending it to the full Board; and

WHEREAS a certification is attached hereto which indicates 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 an award of contract for the operation of the assessment portion (Project #1) of the Passaic County Prisoner Re-Entry Program for the period of November 1, 2016 through December 31, 2016 for the sum of \$10,000 and the support services portion of the said Re-Entry Program (Project #2) to Hope for Ex-Offenders, Inc. & Family Services for the period of November 1, 2016 through December 31, 2016 for the sum of \$22,666.

BE IT FURTHER RESOLVED that the said Board reserves the option to extend the Program for an additional 10-month period at

the monthly rate set forth above predicated on whether or not the County of Passaic receives a grant to operate this Program, which is pending.

BE IT FURTHER RESOLVED that the Director and Clerk to the Board, as well as the Passaic County Counsel, be authorized to execute agreements with both of the above-referenced vendors in furtherance of the said Re-Entry Program.

October 11, 2016

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$32,666.00

APPROPRIATION: 6-01-25-157-001-213

PURPOSE: Resolution authorizing award of contract to two vendors for our Passaic County Prisoner Re-entry Program for the months of November and December 2016.



Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

RC:fr



County of Passaic

Administration Building Room 205

401 Grand Street • Paterson, New Jersey 07505-2023

Matthew P. Jordan, Esq.

Deputy County Administrator

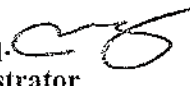
TEL: (973) 881-4405

FAX: (973) 881-2853

e-mail: matthewj@passaiccounty.nj.org

MEMORANDUM

TO: Michael Marinello, QPA
Purchasing Agent

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

RE: Passaic County Jail Re-Entry Program
RFP-16-015

DATE: September 28, 2016

As you are aware, a Technical Review Committee ("Committee") was appointed by you comprised of the following individuals with respect to RFP-16-105:

- Matthew P. Jordan, Esq., Deputy County Administrator
- Francine Vince, Passaic County Division of Addiction & Mental Health Services
- Sgt. Vincent Baker, Passaic County Sheriff's Department
- Officer Bassima Hajismaiel, Passaic County Sheriff's Department
- Lt. John Arturi, Passaic County Sheriff's Department
- Officer Chris Baker, Passaic County Sheriff's Department

Pursuant to the Local Public Contracts Law, the RFP was scored under the following criteria:

- Technical – 40%
- Management – 30%
- Cost – 30%

The RFP was broken down into two (2) projects, each of which were scored separately. A reward recommendation is set forth below for each project. There was one (1) response for Project #1 and (2) responses to Project #2. The Committee met on September 27, 2016 to score each proposal for the two projects.

Project #1

I. Eva's Village, Inc.

- a. Technical.** The respondent represented an ability to execute the specifications as set forth in the RFP, setting forth a comprehensive screening and assessment program, case plan development, and the organizational capacity to execute the goals of the RFP as set forth by the County. **(35/40)**
- b. Management.** The management team has the requisite experience to execute the goals of the RFP, including the required licenses and degrees, and demonstrated experience executing similar projects in other venues. **(28/30)**
- c. Cost.** The respondent's final cost was an amount budgeted by the County and in line with the value placed upon the services prior to the RFP issued. **(28/30)**



County of Passaic

Administration Building Room 205

401 Grand Street • Paterson, New Jersey 07505-2023

Matthew P. Jordan, Esq.

Deputy County Administrator

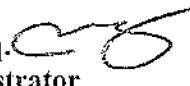
MEMORANDUM

TEL: (973) 881-4405

FAX: (973) 881-2853

e-mail: matthewj@passaiccountynj.org

TO: Michael Marinello, QPA
Purchasing Agent

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

RE: Passaic County Jail Re-Entry Program
RFP-16-015

DATE: September 28, 2016

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- Francine Vince, Passaic County Division of Addiction & Mental Health Services
- Sgt. Vincent Baker, Passaic County Sheriff's Department
- Officer Bassima Hajismaiel, Passaic County Sheriff's Department
- Lt. John Arturi, Passaic County Sheriff's Department
- Officer Chris Baker, Passaic County Sheriff's Department

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Project #1

I. Eva's Village, Inc.

- a. Technical.** The respondent represented an ability to execute the specifications as set forth in the RFP, setting forth a comprehensive screening and assessment program, case plan development, and the organizational capacity to execute the goals of the RFP as set forth by the County. **(35/40)**
- b. Management.** The management team has the requisite experience to execute the goals of the RFP, including the required licenses and degrees, and demonstrated experience executing similar projects in other venues. **(28/30)**
- c. Cost.** The respondent's final cost was an amount budgeted by the County and in line with the value placed upon the services prior to the RFP issued. **(28/30)**

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
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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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION REAPPOINTING MICHAEL COSCIA AS A MEMBER OF THE BOARD OF EDUCATION OF THE PASSAIC COUNTY VOCATIONAL AND TECHNICAL INSTITUTE FOR THE TERM COMMENCING NOVEMBER 1, 2016 AND TERMINATING OCTOBER 31, 2020, 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#		R20160822					
Meeting Date		10/11/2016					
Introduced Date		10/11/2016					
Adopted Date		10/11/2016					
Agenda Item		k-17					
CAF #							
Purchase Req. #							
Result		Adopted					
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

As APg:k.17-2

**RESOLUTION REAPPOINTING MICHAEL COSCIA AS A
MEMBER OF THE BOARD OF EDUCATION OF THE
PASSAIC COUNTY VOCATIONAL AND TECHNICAL
INSTITUTE FOR THE TERM COMMENCING NOVEMBER 1,
2016 AND TERMINATING OCTOBER 31, 2020**

WHEREAS the Director of the Board of Chosen Freeholders of the County of Passaic (the “Freeholder Board”) is vested by N.J.S.A. 18A:54-16 with the power to appoint members of the Board of Education of the Passaic County Vocational and Technical Institute (the “Vo-Tech Board”) for terms of four (4) years, with the advice and consent of said Freeholder Board; and

WHEREAS Michael Coscia of North Haledon was previously appointed as a member of the Vo-Tech Board by a prior Resolution (R-12-844 dated October 23, 2012), for a term commencing on November 1, 2012 and terminating October 31, 2016; and

WHEREAS the Director is desirous of reappointing Mr. Coscia as a member of the Vo-Tech Board for the term provided by law, i.e. commencing on November 1, 2016 and terminating October 31, 2020;

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that, in accordance with the provisions of N.J.S.A. 18A:54-16, Michael Coscia of North Haledon be and hereby is reappointed as a member of the Board of Education of the Passaic County Vocational and Technical Institute for the term provided by law, i.e. effective November 1, 2016 and terminating October 31, 2020.

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160822

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING THE HUMAN SERVICES DEPARTMENT TO ACCEPT GRANT FUNDING FROM THE STATE OF NEW JERSEY, UNDER THE COMMUNITY SERVICES BLOCK GRANT (CSBG), IN THE AMOUNT OF \$111,929.00, FOR CALENDAR YEAR 2017, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:

HUMAN SERVICES

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#		R20160823					
Meeting Date		10/11/2016					
Introduced Date		10/11/2016					
Adopted Date		10/11/2016					
Agenda Item		k-18					
CAF #							
Purchase Req. #							
Result		Adopted					
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

RESOLUTION AUTHORIZING THE HUMAN SERVICES DEPARTMENT TO ACCEPT GRANT FUNDING FROM THE STATE OF NEW JERSEY, UNDER THE COMMUNITY SERVICES BLOCK GRANT (CSBG), IN THE AMOUNT OF \$111,929.00, FOR CALENDAR YEAR 2017

WHEREAS the Passaic County Human Services Department is an umbrella social service agency concerned with planning and funding services for the County's disadvantaged or disabled citizens; and

WHEREAS the Board of Chosen Freeholders of the County of Passaic is desirous of accepting grant funds from the State of New Jersey, under the Community Services Block Grant (CSBG), in the amount of \$111,929.00 for calendar year 2017; and

WHEREAS this matter was reviewed and approved by the Freeholder Committee of Human Services;

NOW THEREFORE BE IT RESOLVED that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the Human Services Department to accept funding in the amount of \$111,929.00 from the State of New Jersey, under the Community Services Block Grant (CSBG), for Calendar Year 2017; and

BE IT FURTHER RESOLVED that the Director and Clerk of the Board are hereby authorized to execute any agreements that may be necessary in connection with applying for, accepting and receiving the above referenced funds.

JDP:lc

Dated: October 11, 2016

COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. NAME OF REQUESTER **PAMELA L. OWEN, ESQ.**
TELEPHONE #: (973) 881-2834

DESCRIPTION OF RESOLUTION:

RESOLUTION AUTHORIZING THE HUMAN SERVICES DEPARTMENT TO ACCEPT GRANT FUNDING FROM THE STATE OF NEW JERSEY, UNDER THE COMMUNITY SERVICES BLOCK GRANT (CSBG) IN THE AMOUNT OF \$111,929.00 FOR CALENDAR YEAR CY2017 AS NOTED IN THE RESOLUTION.

PROCUREMENT SOLICITATION (IF ANY) #: _____

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: \$111,929.00
REQUISITION # _____
ACCOUNT # _____

4. COMMITTEE REVIEW:

DATE

_____ Administration & Finance	_____
_____ Public Works/Buildings & Grounds	_____
_____ Planning & Economic Development	_____
_____ Health, Human Services & Community Affairs	_____
_____ Law & Public Safety	_____
_____ Energy	_____
_____ Other Specify: _____	_____

5. DISTRIBUTION LIST:

_____ Administration	_____
_____ Finance	_____
_____ Counsel	_____
_____ Clerk to Board	_____
_____ Procurement	_____

Specify: _____



State of New Jersey

DEPARTMENT OF COMMUNITY AFFAIRS

101 SOUTH BROAD STREET

PO BOX 811

TRENTON, NJ 08625-0811

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

CHARLES A. RICHMAN
Commissioner

September 13, 2016

Ms. Sharron Hanrahan
Passaic County
Department of Human Services
401 Grand Street
Paterson, NJ 07505

Dear Ms. Hanrahan:

Passaic County will receive a FFY 17 non-discretionary Community Services Block Grant (CSBG), of which your initial allocation amount will total \$111,929. The CSBG grant funds are available from 10/1/2016 through 9/30/2017. Passaic County's grant term for this cycle is 1/1/2017 -- 12/31/2017.

If you have any questions, please do not hesitate to contact me at (609)633-7256.

Sincerely,

A handwritten signature in cursive script, appearing to read "Stephanie Dillahunt".

Stephanie Dillahunt
Grant Manager
CSBG
Division of Housing and Community Resources
Department of Community Affairs



Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160823

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING THE COUNTY HUMAN SERVICES DEPARTMENT TO PROVIDE HOLIDAY TURKEY BASKETS TO HOMELESS, LOW INCOME AND UNDERPRIVILEGED FAMILIES FOR THE 2016 THANKSGIVING AND CHRISTMAS HOLIDAY, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:
HUMAN SERVICES

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#	R20160824						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-19						
CAF #	G-01-41-914-015-SUB;						
Purchase Req. #	R6-05937						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

RESOLUTION AUTHORIZING THE COUNTY HUMAN SERVICES DEPARTMENT TO PROVIDE HOLIDAY TURKEY BASKETS TO HOMELESS, LOW INCOME AND UNDERPRIVILEGED FAMILIES FOR THE 2016 THANKSGIVING AND CHRISTMAS HOLIDAY

WHEREAS the Board of Chosen Freeholders of the County of Passaic (the “Board”) is concerned with the ongoing burden caused by rising costs and reduced state aid; and

WHEREAS the Board is especially troubled by the increased cost in food and the reduction of food supplies at all of the local food pantry facilities; and

WHEREAS the County Human Services Department is an umbrella social services agency concerned with planning and funding services for the County’s disadvantaged and homeless citizens; and

WHEREAS the County Human Services Department is desirous of providing Holiday Turkey Baskets to low income and underprivileged families for the 2016 Thanksgiving and Christmas Holiday(s); and

WHEREAS this matter was discussed and reviewed at the Freeholders’ Human Services Committee meeting and recommended to the full Board for approval; and

WHEREAS a certification is attached hereto which indicates that funds for the within contemplated expenditures are available;

NOW THEREFORE BE IT RESOLVED that the Board of Chosen Freeholders of the County of Passaic, Human Services Department to provide Holiday Turkey Baskets to homeless low income and underprivileged families for the 2016 Thanksgiving and Christmas Holidays; and

BE IT FURTHER RESOLVED that the Board hereby authorizes the Director and Clerk to enter into any agreements necessary to purchase Turkey Holiday Baskets (Budgeted amount of \$10,000.00) for low income and underprivileged families that reside in Passaic County.

JDP:lc

Dated: October 11, 2016

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$10,000.00

APPROPRIATION: \$5,000.00 – G-01-41-914-015-SUB
\$5,000.00 – 6-01-27-162-004-213

PURPOSE: Resolution authorizing the County Human Services Department to Provide Holiday Turkey Baskets to homeless, low income and under privilege families.


Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

RC:fr

COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. NAME OF REQUESTER **PAMELA L. OWEN, ESQ.**
TELEPHONE #: **(973) 881-2834**

DESCRIPTION OF RESOLUTION:

RESOLUTION AUTHORIZING THE HUMAN SERVICES DEPARTMENT TO PROVIDE HOLIDAY TURKEY BASKETS TO HOMELESS, LOW INCOME AND UNDERPRIVILEGED FAMILIES FOR 2016 THANKSGIVING AND CHRISTMAS HOLIDAY, ALL AS NOTED IN THE RESOLUTION.

PROCUREMENT SOLICITATION (IF ANY) #: _____

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:	<u>\$10,000.00</u>
REQUISITION #	<u>R6-05937</u>
ACCOUNT #	<u>{Info attached}</u>

4. COMMITTEE REVIEW:

DATE

_____ Administration & Finance	_____
_____ Public Works/Buildings & Grounds	_____
_____ Planning & Economic Development	_____
_____ Health, Human Services & Community Affairs	_____
_____ Law & Public Safety	_____
_____ Energy	_____
_____ Other Specify: _____	_____

5. DISTRIBUTION LIST:

_____ Administration	_____
_____ Finance	_____
_____ Counsel	_____
_____ Clerk to Board	_____
_____ Procurement	_____

Specify: _____

COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. NAME OF REQUESTER PAMELA L. OWEN, ESQ.
TELEPHONE #: (973) 881-2834

DESCRIPTION OF RESOLUTION:

RESOLUTION AUTHORIZING THE HUMAN SERVICES DEPARTMENT TO PROVIDE HOLIDAY TURKEY BASKETS TO HOMELESS, LOW INCOME AND UNDERPRIVILEGED FAMILIES FOR 2016 THANKSGIVING AND CHRISTMAS HOLIDAY, ALL AS NOTED IN THE RESOLUTION.

PROCUREMENT SOLICITATION (IF ANY) #: _____

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:	\$10,000.00
REQUISITION #	R6-05937
ACCOUNT #	(Info attached)

4. COMMITTEE REVIEW:

DATE

_____ Administration & Finance	_____
_____ Public Works/Buildings & Grounds	_____
_____ Planning & Economic Development	_____
_____ Health, Human Services & Community Affairs	_____
_____ Law & Public Safety	_____
_____ Energy	_____
_____ Other Specify: _____	_____

5. DISTRIBUTION LIST:

_____ Administration	_____
_____ Finance	_____
_____ Counsel	_____
_____ Clerk to Board	_____
_____ Procurement	_____

Specify: _____

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING AN INCREASE TO THE EXISTING PURCHASE ORDER (16-00395) FOR CARE PERSPECTIVES, INC., IN THE AMOUNT OF \$150,000.00 THROUGH DECEMBER 31, 2016, 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

Human Services

COMMITTEE NAME

Official Resolution#	R20160825						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-20						
CAF #	6-01-27-172-001-213						
Purchase Req. #	R6-00916						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

**RESOLUTION AUTHORIZING AN INCREASE TO THE EXISTING
PURCHASE ORDER (16-00395) FOR CARE PERSPECTIVES,
INC., IN THE AMOUNT OF \$150,000.00 THROUGH
DECEMBER 31, 2016**

WHEREAS on December 8, 2015 by Resolution R-2015-0904 (I-11) a qualifying list of providers of nursing staffing agencies was established; and

WHEREAS on February 23, 2016 by Resolution R-2016-0140 (n-14), the Board of Chosen Freeholders of the County of Passaic authorized an award of contract to Care Perspectives, Inc., of Milford, NJ to provide Interim Director of Nursing of Record for Preakness Healthcare Center for the estimated costs for the first quarter of 2016 within the parameters of the established temporary budget on an as-needed basis in the amount of \$150,000.00; and

WHEREAS there is a need for increasing said funds for the estimated costs of Interim Director of Nursing of Record through December 31, 2016; and

WHEREAS the Freeholder Board is desirous of authorizing said increase by an additional amount of \$150,000.00; and

WHEREAS this matter was reviewed and approved by the Human Services Committee; and

WHEREAS a certification is attached hereto which indicates 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 said increase to Purchase Order (16-00395) for Care Perspectives, Inc., Milford, NJ, to provide Interim Director of Nursing of Record

for Preakness Healthcare Center for estimated costs of Interim Director of Nursing of Record by an additional amount of \$150,000.00; and

BE IT FURTHER RESOLVED that the Director and Clerk of the said Board are hereby authorized to execute any necessary agreement on behalf of the County of Passaic.

JDP:lc

Dated: October 11, 2016

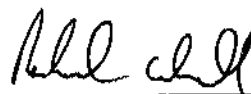
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$150,000.00

APPROPRIATION: 6-01-27-172-001-213

PURPOSE: Resolution authorizing an increase to the existing purchase order (16-00395) for care perspectives, Inc., in the amount of \$150,000.00 through December 31, 2016



Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

RC:fr

COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Lucinda Corrado
Telephone #: 973-585-2169

DESCRIPTION OF RESOLUTION: To increase the existing Purchase Order (16-01082) for Delta T Group North Jersey, Inc. for the estimated costs of CNAs through December 31, 2016.

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: \$15,000__

REQUISITION # R6-00916

- | | |
|--|-------------|
| 4. COMMITTEE REVIEW: | <u>DATE</u> |
| ___ Administration & Finance | _____ |
| ___ Public Works / Buildings & Grounds | _____ |
| ___ Planning & Economic Development | _____ |
| ___ Health, Human Services & Community Affairs | _____ |
| ___ Law & Public Safety | _____ |
| ___ Energy | _____ |
| ___ Other Specify: _____ | _____ |

5. DISTRIBUTION LIST:

___ Administration
___ Finance
___ Counsel
___ Clerk to the Board

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160825
Specify: _____

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING AN INCREASE TO THE EXISTING PURCHASE ORDER (16-01082) FOR DELTA T. GROUP NORTH JERSEY, INC., IN THE AMOUNT OF \$15,000.00 FOR THE ESTIMATED COSTS OF CNA's THROUGH DECEMBER 31, 2016, 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

Human Services

COMMITTEE NAME

Official Resolution#	R20160826						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-21						
CAF #	6-01-27-172-001-213						
Purchase Req. #	R6-00026						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

RESOLUTION AUTHORIZING AN INCREASE TO THE EXISTING PURCHASE ORDER (16-01082) FOR DELTA T. GROUP NORTH JERSEY, INC., IN THE AMOUNT OF \$15,000.00 FOR THE ESTIMATED COSTS OF CNA'S THROUGH DECEMBER 31, 2016

WHEREAS on December 8, 2015 by Resolution R-2015-0904 (I-11) a qualifying list of providers of nursing staffing agencies was established; and

WHEREAS on February 9, 2016 by Resolution R-2016-0079 (n-9), the Board of Chosen Freeholders of the County of Passaic authorized an award of contract to Delta T. Group North Jersey, Inc., of Woodbridge, NJ, for Nursing Staff for Preakness Healthcare Center for the estimated costs for the first quarter of 2016 within the parameters of the established temporary budget on an as-needed basis in the amount of \$15,000.00; and

WHEREAS there is a need for increasing said funds for the estimated costs of CNA's through December 31, 2016; and

WHEREAS the Freeholder Board is desirous of authorizing said increase by an additional amount of \$15,000.00; and

WHEREAS this matter was reviewed and approved by the Human Services Committee; and

WHEREAS a certification is attached hereto which indicates 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 said increase to Purchase Order (16-01082) for Delta T. Group North Jersey, Inc., of Woodbridge, NJ, for Nursing Staff for

Preakness Healthcare Center for the estimated costs of CNAs by an additional amount of \$15,000.00; and

BE IT FURTHER RESOLVED that the Director and Clerk of the said Board are hereby authorized to execute any necessary agreement on behalf of the County of Passaic.

JDP:lc

Dated: October 11, 2016

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$15,000.00

APPROPRIATION: 6-01-27-172-001-213

PURPOSE: Resolution authorizing an increase to the existing purchase order (16-01082) for Delta T. Group North Jersey, Inc., in the amount of \$15,000.00 for the estimated cost of C.N.A's through December 31, 2016



Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

RC:fr

COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Lucinda Corrado
Telephone #: 973-585-2169

DESCRIPTION OF RESOLUTION: To increase the existing Purchase Order (16-00395) for Care Perspectives, Inc. for the estimated costs through December 31, 2016.

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: \$150,000.00__

REQUISITION # R6-00026

- | | |
|--|-------------|
| 4. COMMITTEE REVIEW: | <u>DATE</u> |
| ___ Administration & Finance | _____ |
| ___ Public Works / Buildings & Grounds | _____ |
| ___ Planning & Economic Development | _____ |
| ___ Health, Human Services & Community Affairs | _____ |
| ___ Law & Public Safety | _____ |
| ___ Energy | _____ |
| ___ Other Specify: _____ | _____ |

5. DISTRIBUTION LIST:

- ___ Administration
- ___ Finance
- ___ Counsel
- ___ Clerk to the Board

Introduced on: October 11, 2016
 Adopted on: October 11, 2016
 Official Resolution#: R20160826
 Specify: _____

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING AN INCREASE TO THE EXISTING PURCHASE ORDER (16-00412) FOR DELTA T. GROUP NORTH JERSEY, INC., IN THE AMOUNT OF \$25,000.00 FOR THE ESTIMATED COSTS OF NURSING STAFF THROUGH DECEMBER 31, 2016, 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

Human Services

COMMITTEE NAME

Official Resolution#	R20160827						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-22						
CAF #	6-01-27-172-001-213						
Purchase Req. #	R6-00060						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

RESOLUTION AUTHORIZING AN INCREASE TO THE EXISTING PURCHASE ORDER (16-00412) FOR DELTA T. GROUP NORTH JERSEY, INC., IN THE AMOUNT OF \$25,000.00 FOR THE ESTIMATED COSTS OF NURSING STAFF THROUGH DECEMBER 31, 2016

WHEREAS on December 8, 2015 by Resolution R-2015-0904 (I-11) a qualifying list of providers of nursing staffing agencies was established; and

WHEREAS on January 26, 2016 by Resolution R-2016-0044 (I-18), the Board of Chosen Freeholders of the County of Passaic authorized an award of contract to Delta T. Group North Jersey, Inc., of Woodbridge, NJ, for Nursing Staff for Preakness Healthcare Center for the estimated costs for the first quarter of 2016 within the parameters of the established temporary budget on an as-needed basis in the amount of \$25,000.00; and

WHEREAS there is a need for increasing said funds for the estimated costs of RNs through December 31, 2016; and

WHEREAS the Freeholder Board is desirous of authorizing said increase by an additional amount of \$25,000.00; and

WHEREAS this matter was reviewed and approved by the Human Services Committee; and

WHEREAS a certification is attached hereto which indicates 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 said increase to Purchase Order (16-00412) for Delta T. Group North Jersey, Inc., of Woodbridge, NJ, for Nursing Staff for

Preakness Healthcare Center for the estimated costs of RNs by an additional amount of \$25,000.00; and

BE IT FURTHER RESOLVED that the Director and Clerk of the said Board are hereby authorized to execute any necessary agreement on behalf of the County of Passaic.

JDP:lc

Dated: October 11, 2016

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$25,000.00

APPROPRIATION: 6-01-27-172-001-213

PURPOSE: Resolution authorizing an increase to the existing purchase order (16-00412) for Delta T. Group North Jersey, Inc., in the amount of \$25,000.00



Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

RC:fr

COUNTY OF PASSAIC RESOLUTION REQUEST FORM

- 1. NAME OF REQUESTER: Lucinda Corrado
Telephone #: 973-585-2169

DESCRIPTION OF RESOLUTION: To increase the existing Purchase Order (16-00412) for Delta T Group North Jersey, Inc. for the estimated costs of nursing staff through December 31, 2016.

- 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: \$25,000_

REQUISITION # R6-00060

- 4. COMMITTEE REVIEW: DATE
- Administration & Finance _____
- Public Works / Buildings & Grounds _____
- Planning & Economic Development _____
- Health, Human Services & Community Affairs _____
- Law & Public Safety _____
- Energy _____
- Other Specify: _____ _____

- 5. DISTRIBUTION LIST:
- Administration
- Finance
- Counsel
- Clerk to the Board

Introduced on: October 11, 2016
 Adopted on: October 11, 2016
 Official Resolution#: R20160827
 Specify: _____

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING THE RENEWAL OF APPOINTMENT OF BARRY FORD TO THE WORKFORCE DEVELOPMENT BOARD OF PASSAIC COUNTY FOR A TERM OF THREE (3) YEARS COMMENCING IMMEDIATELY SEPTEMBER 29, 2016 TO SEPTEMBER 28, 2017, 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#	R20160828						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date							
Agenda Item	k-23						
CAF #							
Purchase Req. #							
Result	No Motion / No Second / Failed						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓						
Bartlett	✓						
Duffy	✓						
James	✓						
Lazzara	✓						
Lepore	✓						
Lora	✓						

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

Dated: October 12, 2016

**RESOLUTION AUTHORIZING THE RENEWAL OF
APPOINTMENT OF BARRY FORD TO THE
WORKFORCE DEVELOPMENT BOARD OF PASSAIC
COUNTY FOR A TERM OF THREE (3) YEARS
COMMENCING IMMEDIATELY SEPTEMBER 29, 2016
TO SEPTEMBER 28, 2017**

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 renewal of appointment of Barry Ford to the Passaic County Workforce Development Board for a term of three (3) years commencing immediately September 29, 2016 and terminating September 28, 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 renewal of appointment of Barry Ford to the Passaic County Workforce Development Board, commencing immediately September 29, 2016 and terminating September 28, 2019.

JDP: lc

Dated: October 11, 2016

**COUNTY OF PASSAIC
RESOLUTION REQUEST FORM**

1. **NAME OF REQUESTER:** Christopher C. Irving, Executive Director
Telephone #: 973-569-5082

DESCRIPTION OF RESOLUTION:

Authorization to accept Barry Ford as new WDB board member for a three (3) year term 9/29/2016 – 9/30/2019.

Please see attached documents

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*: N/A

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 #: N/A ACCOUNT#: N/A

4. **COMMITTEE REVIEW:**

DATE

Administration & Finance

Planning & Economic Development

Health, Human Services & Community Affairs

9/29/2016

5. **DISTRIBUTION LIST:**

Administration

Finance

Clerk to the Board

Barry Alan Ford, Jr., MPA

48 First Street • Newark, NJ 07017 • (201) 207-3047 • BFord1914@yahoo.com

Relevant Full Time Experience:

New Jersey Community Development Corporation (NJCDC)

Deputy Chief Program Officer – 1/2015 – Present

Assist the Chief Program Officer by providing direct senior management of seven of the agency's fourteen youth serving programs with a combined annual budget of over \$2M; Serve as direct supervisor of 6 Program Directors/Managers; Assist the Chief Program Officer and the agency's senior management team in identifying service gaps and designing viable and effective program solutions; Conference regularly with various school, city, county, state and federal officials; Prepare yearly grant renewal applications for various school, government and private funders; Work directly with Chief Program Officer to identify and seek funding for new programs and forge strategic partnerships designed to broaden organizational service capacity; Complete staff performance appraisals and development plans.

New Jersey SEEDS

Dean, College Preparatory Program – 8/2011 – 1/2015

Oversaw the planning and implementation of a college preparatory program for underserved public school students throughout Essex and Mercer counties in New Jersey, including student recruitment and admissions, orientations, Saturday and summer program planning, transportation, staffing, test preparation, trips, parent programs, college placement and program evaluation; Serve as direct supervisor of one full-time professional and eight part-time staff and faculty members; Created and managed annual program budget; Responsible for managing all contracts with faculty and program vendors; Maintained accuracy of program database; Prepared various reports for internal management and external funders; Conferenced weekly with administrators from partner public schools; Met quarterly with members of the organization's Board of Trustees to provide program updates and discuss various program initiatives.

New Jersey Community Development Corporation (NJCDC)

Program Director, AmeriCorps (Paterson Community School Corps) – 8/2009 – 8/2011

Oversaw daily operations of an AmeriCorps grant providing community service opportunities for individuals to commit a year of volunteer service to the students and families of the Paterson Public Schools system; Facilitated all AmeriCorps Member responsibilities including recruitment, program orientation, site placement, project planning and provision of in-service training and professional development; Served as direct supervisor of twenty-five full-time volunteers; Managed program budget; Conducted site monitoring visits and work with site supervisors to ensure work objectives are met and that each Member is provided with the appropriate resources. Facilitated the program's evaluation and reporting process; Identified additional funding resources and prepared grant proposals to improve and expand program services.

Brooklyn Community Services (BCS)

Program Director, Brooklyn H.S. for Leadership and Community Service– 9/2007 – 8/2009 (Part-Time: 9/2007 – 12/2007)

Assisted in the creation and development of a NYC Department of Education transfer high school and Learning to Work partnership; Worked collaboratively with Principal to provide academic and personal support services to overage and under-credited (16-21 year old) students and their families towards successful attainment of a high school diploma; Developed and implemented

processes for all programmatic activities including recruitment and orientation of students, attendance monitoring and support, personal counseling, weekly student advisory sessions, college and career preparation activities, internship/job placements, Parent Teacher Association and staff development; Served as direct supervisor of six full-time professionals; Conducted employer outreach to secure job and internship placements for students; Managed program budget in compliance with contractual agreements with public and private funders; prepared grant proposals/applications for expansion of program resources.

New Jersey Community Development Corporation (NJCDC)/Clifton (NJ) High School Program Director, School-Based Youth Services Program – 6/2006 – 12/2007

Oversaw daily operations of a New Jersey state grant providing supplemental youth counseling and mentoring services to the second-largest high school in the state (3400 students); Ensured program goals, objectives and outcomes; Oversaw and designed the initial construction of the Program Center; Served as direct supervisor of six full-time professionals; Served as key program liaison between State and Clifton Public Schools officials; Coordinated youth development program offerings with existing school resources; Identified additional funding resources and wrote grant proposals to improve and expand the program;

Seton Hall University (SHU)

Assistant Dean/Associate Director, Upward Bound – 11/2003 – 6/2006

Oversaw daily operations of a United States Department of Education grant preparing low-income & potential first-generation college bound high school students for collegiate study; Supervised a part-time staff of over 40 high school instructors and counselors; Assisted in the development of academic curriculum utilized in classrooms; Conducted outreach to local high schools and community agencies to recruit students and plan collaborative initiatives; Organized cultural excursions for students; Conducted disciplinary meetings with students in violation of the program policies; Recruited organizations for the program's Senior Internship Seminar; Organized the program's college tours; Oversaw the Program's Parent Association; Assisted in the marketing of annual fundraising activities for the Institute's yearly scholarship fund.

Notable Part Time Professional Experiences & Honors:

State Certified Behavioral Assistant, Supreme Consultants (Rutherford, NJ) (2011-Present)
 Black Male Initiative Instructor, City University of New York, (2010)
 Leadership Development/College Specialist, Hudson Guild (NY, NY) (2008)
 Program Facilitator (Union County), Communities in Schools of New Jersey (2006-2008)
 Bank of America Neighborhood Excellence Initiative Emerging Leader (2007)
 Lead Facilitator, Boys Leadership, New Settlement Apartments (Bronx, NY) (2006-2007)
 Adjunct Guidance Counselor, College Now, Hostos Community College (Bronx, NY) (2006)
 SHU Community Standards Review Board (2004-2006)
 SHU Task Team on Issues Concerning Sexual Orientation (2002-2003)
 SHU Ramon Ramos Medal of Courage (2000)
 Phi Beta Sigma Fraternity, Incorporated (1999 - Present)

Education:

Seton Hall University (SHU)

Master of Public Administration, Nonprofit Organization Management
 Bachelor of Science, Business Administration, Marketing



200 Memorial Drive, Paterson, NJ 07505
PH 973-569-4020 - FAX 973-742-3030
Everton Scott, Chair
Christopher C. Irving, Executive Director

Nominations to the Workforce Investment Board of Passaic County

To: All Nominating Organizations

Thank you for submitting a nomination for the Workforce Investment Board of Passaic County from your organization. Please complete the information below, have it signed by the individual authorized and attach it to the completed application.

To: The Workforce Investment Board of Passaic County

From: New Jersey Community Development Corporation proudly submits the name of Barry A. Ford, Jr. to the Workforce Investment Board of Passaic County for nomination to the Workforce Investment Board of Passaic County.

Signed: Robert Guay Title: Chief Executive Officer Date: 9/21/16



200 Memorial Drive, Paterson, NJ 07505
PH 973-569-4020 – FAX 973-742-3030
Everton Scott, Chair
Christopher C. Irving, Executive Director

Workforce Investment Board Application

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

Once you submit your application it will be processed based on the vacancies that are available on the Board. If there are more people than open positions those not selected will go on a priority list for future consideration.

Once you have completed the application, please submit it to:

Christopher C. Irving, Executive Director
Workforce Investment Board of Passaic County
200 Memorial Drive, Paterson, NJ 07505
FAX 973-742-3030

Included with is packet is a fact sheet that provides an overview of the WIB. If you have any questions please contact Dorothy Singletary at 973-569-4020 or dorothys@passaiccountynj.org.



200 Memorial Drive, Paterson, NJ 07505
 PH 973-669-4020 – FAX 973-742-3030
 Everton Scott, Chair
 Christopher C. Irving, Executive Director

Workforce Investment Board of Passaic County Fact Sheet

Why the Workforce Investment Board of Passaic County?

The Workforce Investment Board of Passaic County (WIB) is a gateway to our area's workforce development system and its One-Stop services. The WIB is a public/private partnership formed through the Workforce Investment Act of 1998, which created workforce investment boards throughout the country. This federal legislation was created to enable the workforce development system to be demand-driven and responsive to the needs of employers and workers.

The mission of the Workforce Investment Board of Passaic County is to provide the leadership and direction that leverages all workforce investment resources to create a system that is built on quality standards, strong interagency cooperation and innovative ideas so that every employer and resident has access to and benefits from the workforce programs and services needed to be successful in the workplace.

Services are provided through funding provided by the U.S. Department of Labor and the New Jersey Department of Labor and Workforce Development.

Membership of the Workforce Investment Board

The Strategic Unified Plan for New Jersey's Workforce Investment system prescribes who must serve on each local WIB. The goal is to appoint a diverse Board that adequately represents the interests of both business and workers, infuses decision-making and strategic development with private-sector practices, and ensures that stakeholders play a part in the formation and implementation of local workforce development strategies.

WIB membership must have a majority of business representatives, therefore 51% of the Board must be made up of private-sector members; a minimum of two labor organizations and two community-based organizations must be appointed, although they must comprise 15% of the WIB's membership, divided equally amongst the two categories; representatives from educational entities within the county; two economic development agencies and the one-stop partners.

Committee Structure

The Board will likely carry out the majority of its work through its Committee structure. The Workforce Investment Board of Passaic County has the following committees: Disabilities, Executive, Faith-Based, Literacy, One-Stop Oversight and Youth Investment.



200 Memorial Drive, Paterson, NJ 07505
PH 973-569-4020 ~ FAX 973-742-3030
Everton Scott, Chair
Christopher C. Irving, Executive Director

Expectations of Board Members

A Workforce investment Board is as strong as its active membership. Therefore, it is critical that Board Members are provided with opportunities to become fully engaged in meaningful work. Board members should be fully aware that they are committing themselves to serve on a Workforce Investment Board. Following are the expectations of board members who serve on the WIB.

- Support the WIB's mission and goals established in the WIB Plan
- Attend all full Board meetings, participate, ask questions
- Attend WIB orientation, which will familiarize you with the work and responsibilities of the Board
- Participate in at least one committee – Board members are encouraged to participate on a committee(s) that interest them or on a committee(s) that address issues where the Board Member's particular expertise can be a true asset.
- Attend committee meetings and participate with your committee
- Bring your special knowledge and expertise to the table – about the economy, your industry, or organization
- Connect and bring connections to key outside organizations, boards, businesses, and elected officials – open doors for workforce development and oversight.
- Provide broad strategic direction
- Get to know our customers
- Get to know the work of the One-Stop System
- Come to meetings prepared – review the entire agenda package
- Focus on substance and all the possibilities of what can be accomplished
- Let staff know if you need help or assistance with anything



200 Memorial Drive, Paterson, NJ 07505
 PH 973-569-4020 – FAX 973-742-3030
 Everton Scott, Chair
 Christopher C. Irving, Executive Director

WIB Member Application

Thank you for applying to be a member of the Workforce Investment Board of Passaic County (WIB)

Please complete the following information and submit it to:

Workforce Investment 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 Investment Board and board member responsibilities. If you have any questions, please contact Dorothy Singletary, at 973-569-4020 or dorothys@passaiccountynj.org.

Date:

Name: Barry Alan Ford Jr.

Home Address: 48 1st Street
Newark, NJ 07107

Home Telephone: N/A

Home Fax: N/A

Home Email: bford1914@yahoo.com

Cell Phone: (201) 207-3047

Place of Employment: New Jersey Community Development Corporation

Occupation/Position: Deputy Chief Program Officer

Work Address: 32 Spruce Street, 3rd Floor, Paterson, NJ 07501

Work Telephone: (973) 413-1633

Work Fax: (973) 413-1640

Work Email: bford@njcdc.org

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



200 Memorial Drive, Paterson, NJ 07605
 PH 973-569-4020 – FAX 973-742-3030
 Everton Scott, Chair
 Christopher C. Irving, 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.)

Seton Hall University Community Standards Board (2004-2006); Phi Beta Sigma Fraternity, Inc. (1999 – Present); Volunteer College Mentor, New Jersey SEEDS (2015 -Present); Various episodic community service activities (2000 – Present).

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

To my understanding, the purpose of the WIB is to galvanize the various stakeholders behind the development of the Passaic County workforce to ensure that the workforce has the necessary credentialization and skill set to meet the collective needs of the county's employers. The WIB looks to identify potential employers, training providers, educational institutions and other social services agencies that are able to provide both adults and youth with the required means by which they can identify and sustain current and future employment. The WIB offers employee search assistance for employers, job search assistance for applicants, GED/employment skills training programs and other support services.

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

Throughout my career in the nonprofit/social services sector, I have over 12 years of experience directing and supervising a variety of youth and young adult programs for disadvantaged populations that have offered a large variety of educational attainment and vocational components. I feel that these experiences provide me with a unique perspective on how such programs should be designed and implemented effectively.

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

I previously directed a NYC Department of Education Learning-to-Work grant for overaged/under-credited youth (16-21) that sought to provide these youth with the means by which they could successfully complete a High School Diploma/GED and secure employment skills training in various business sectors. I also currently oversee NJCDC's Paterson great Falls YouthBuild program, which provides youth (16-24) with educational training towards a GED and construction training in pursuit of a Pre-Apprentice Constructing Training (PACT) certification.



200 Memorial Drive, Paterson, NJ 07505
PH 973-569-4020 – FAX 973-742-3030
Everton Scott, Chair
Christopher C. Irving, Executive Director

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

Victoria Hernandez, 32 Spruce Street, 3rd Floor, Paterson, NJ 07501, (973) 413-1635

Tina Howard, 32 Spruce Street, 3rd Floor, Paterson, NJ 07501, (973) 413-1607

Signature: 

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
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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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AWARDING CONTRACT TO HISTORIC BUILDING ARCHITECTS, LLC FOR PREPARATION OF CONDITION ASSESSMENT REPORTS AND SUPPORTING DOCUMENTS AS IT PERTAINS TO THE REA HOUSE AT GOFFLE BROOK PARK IN HAWTHORNE, NJ AND THE VANDERHOEFF HOUSE AT WEASEL BROOK PARK IN CLIFTON, 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

Official Resolution#	R20160829						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-24						
CAF #	o-16-56-760-000-603						
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

RESOLUTION AWARDING CONTRACT TO HISTORIC BUILDING ARCHITECTS, LLC FOR PREPARATION OF CONDITION ASSESSMENT REPORTS AND SUPPORTING DOCUMENTS AS IT PERTAINS TO THE REA HOUSE AT GOFFLE BROOK PARK IN HAWTHORNE, NJ AND THE VANDERHOEFF HOUSE AT WEASEL BROOK PARK IN CLIFTON, NJ

WHEREAS there exists a need for Professional Consultant Architectural Services as it concerns the preparation of condition assessment reports and supporting documents for repairs to the Rea House at Goffle Brook Park in Hawthorne, NJ and the Vanderhoeff House at Weasel Brook Park in Clifton, NJ; and

WHEREAS Historic Building Architects, LLC, 312 West State Street, Trenton, NJ 08618 submitted a proposal dated August 31, 2016 (a copy of which is attached) for the necessary consulting services to be provided for a total fee of \$29,000.00 and is being recommended by the Office of the Passaic County Engineer in a letter to the Board dated September 27, 2016, 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 September 26, 2016 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 Historic Building Architects, LLC is qualified as a pool professional engineer 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 condition assessment reports and supporting documents for the above-mentioned project be awarded to Historic Building Architects, LLC 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.

October 11, 2016

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160829

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$29,000.00

APPROPRIATION: O-16-56-760-000-603

PURPOSE: Resolution awarding contract to Historic Building Architects, LLC for Preparation of condition assessment reports and supporting documents as it pertains to the Rea House.


Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

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

September 27, 2016

Board of Chosen Freeholders
Administration Building
401 Grand Street
Paterson, New Jersey 07505

**Re: Condition Assessment Reports
Passaic County Rea House Goffle Brook Park
Passaic County Vanderhoeff House Weasel Brook Park
Award of Consulting Services – Historic Architects LLC**

Members of the Board.

The following proposals were submitted to the Engineering Department for review and consideration for the preparation of condition assessment reports and supporting documents for the Rea House and the Vanderhoeff House. The Rea House located in Goffle Brook Park is on the National Register of Historic Places. The Vanderhoeff House located in Weasel Brook Park is being considered for historic review. Proposals were submitted by Historic Architects LLC, John Milner Architects and the firm of Clarke, Caton and Hintz. After reviewing proposals from Historic Architects LLC, John Milner Associates and Clarke, Caton and Hintz, Historic Architects LLC had the lowest fee out of the three proposals submitted.

Clarke, Caton and Hintz total fee was \$51,950.00. John Milner Architects total fee was \$34,025.00. Historic Architects LLC total fee was \$29,000.00. Reimbursables were incorporated into all fees.

Historic Architects LLC had the lowest price.

The above referenced matter was discussed at the Public Works Committee meeting on September 26, 2016 and an award of contract to Historic Architects LLC is recommended to the full Board. Copy of Historic Architects LLC proposal is attached.

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160829



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

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution awarding a contract for design services to Historic Architects LLC in the amount of \$29,000.00 for preparation of condition assessment reports and supporting documents for the Rea House and the Vanderhoeff House, and authorize the Freeholder Director, County Counsel and Purchasing Director to execute the necessary Agreements subject to the to the availability of funds.

Very truly yours,

A handwritten signature in black ink, appearing to read "S. J. Edmond".

Steven J. Edmond, P.E.
County Engineer

AET
Attachment

cc: County Administrator
County Counsel
Director of Finance
PWC Chair

PROPOSAL RESPONSE

Cover Letter

Professional Qualifications

Project Team

- Historic Building Architects, LLC - Architects
- James B. Huffman, PE - Structural Engineers
- Princeton Engineering Group, LLC - MEP Engineers
- Daedalus Projects, Inc. - Professional Cost Estimators

References

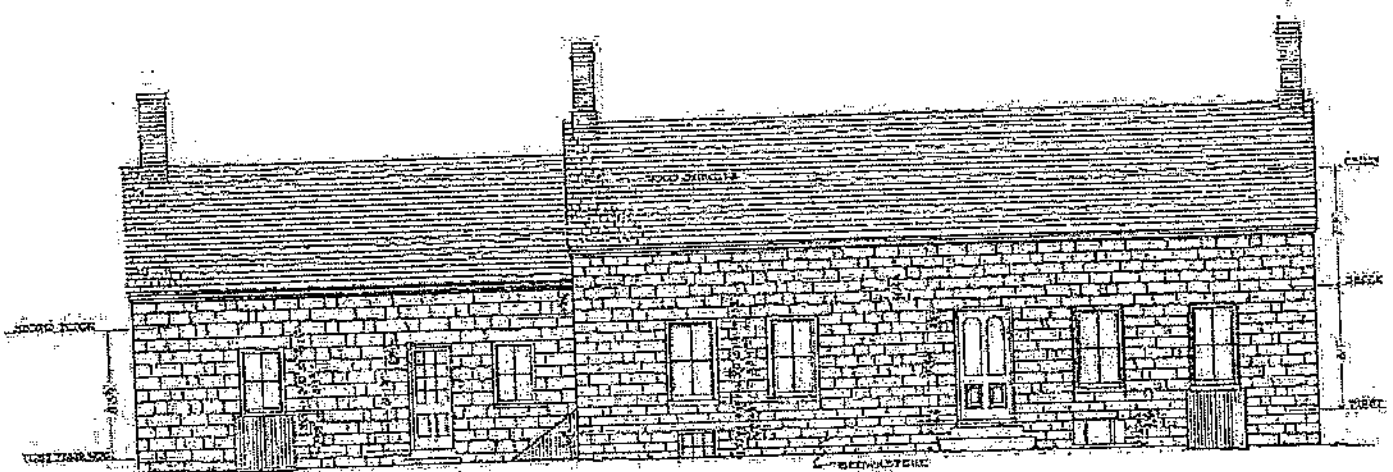
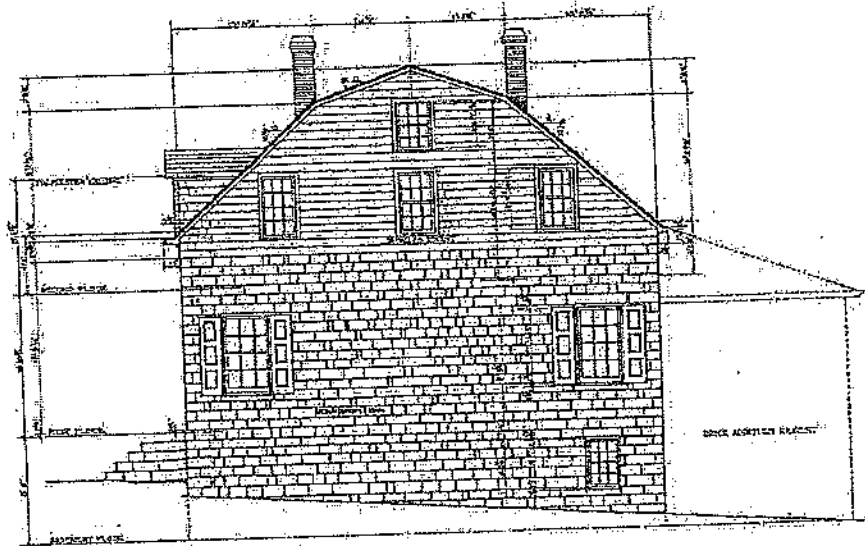
Project Approach

Fee Proposal

- Overview
- Assumptions
- Preferences
- Hourly Rates

Project Schedule

Appendix: Work Examples



Historic Building Architects, LLC

312 West State Street, Trenton, New Jersey 08618 tel 609 393 3999 fax 609 393 4333 www.hiba-llc.com

August 31st 2016

Andrew Thompson, AIA, LEED AP
Passaic County Engineer's Office
401 Grand Street, Room 524
Paterson, NJ 07505-2023

Re: Proposal for Condition Assessment Report for the Vanderhoof and John Rae Houses
Passaic County

Dear Andrew:

Please find enclosed our proposal for the above-mentioned project. As we discussed in our walk through of the two buildings, the key here is to ensure that you have sufficient useful information to make good decisions on how best to repair, maintain and use these buildings in the future.

A successful condition assessment report is achieved with a consultant team familiar with traditional construction, who have worked together on many existing historic buildings. We have for this project included James B. Huffman, PE, structural engineer, who has an expertise in traditional early timber-framing, Princeton Engineering Group, who are familiar with systems in historic buildings and Daedalus Projects, Inc. professional independent cost estimators, who will prepare a detailed estimate based on the information we provide.

Our approach is simple. We not only assess conditions but make an effort to understand the causes of any deteriorated conditions observed. This is key in selecting the appropriate repair recommendation. Moreover, we work extremely closely with our consultant team and we are all in the field working together at the same time, which makes for a much more collaborative cohesive assessment report. We have provided for you examples of assessments we have completed, which have gone on to successfully result in significant repair and renovation projects, the most recent being the Present Day Club in Princeton, where we began with work last August and completed this March a major exterior renovation project.

In addition to the professional services included for the condition assessment report, we have recommended that you consider an evaluation of relocating the archives from Lambert Castle to one of these buildings. Based on my initial walk through of both buildings, we would like to recommend considering the John Rae House as a more suitable building for the archives. We are very familiar with state of the art archival design criteria having just completed a new archival storage for the Legislative Offices at the State House working with Princeton Engineering Group, who are familiar with the environmental controls needed for this type of storage. We have, therefore, proposed an additional service to investigate and prepare a Schematic Design with recommendations and costs for adapting the John Rae House as the new home for Passaic County Historic Society archives.

Please do not hesitate to call me if you have any questions regarding this proposal, and we hope very much to be able to work with you on these two important historic Passaic County properties.

Sincerely,



Annabelle Radcliffe-Trenner, AIA, RIBA, LEED AP
Principal

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160829

Historic Building Architects, LLC

Historic Building Architects, LLC, Trenton, NJ

The firm of Historic Building Architects, LLC has one central mission: the high quality restoration and adaptive use of historic public buildings. Moreover, HBA's Material Conservation Laboratory enables us to deliver material science services efficiently and precisely. HBA staff all have training in architecture and historic preservation.

A National Reputation

Over the past 18 years, HBA has earned a national reputation for completing significant restoration projects on time, within budget, and to high standards. We have guided the restoration of several significant public buildings: the Rehabilitation of Iviswold Castle at Felician College, Rutherford, NJ, the Phase III Restoration of the Gustav Stickleby Museum in Parsippany Troy Hills, NJ, and several phases of restoration of Historic Morven, Princeton, NJ. HBA strives to design and make repairs that will last 100 years—a sound, forward-looking approach that yields environmental and economic benefits.

Numerous Awards and Grants

Many of HBA's projects have received State Preservation Awards. Recent award winners include AIA New Jersey Merit Award 2014 for the Interior Renovation of Iviswold Castle, Rutherford, NJ, Saint Francis de Sales, Philadelphia, PA (2012), New Jersey State Preservation Awards for the National Register Nomination for Passaic County Courthouse and Annex (2015), Iviswold Castle, Felician University, Rutherford, NJ (2013, 2009), Greenwood Gardens, Short Hills, NJ (2013), and St. Bernard's Episcopal Church, Bernardsville, NJ (2011). HBA has worked with various grant organizations in the past, including the New Jersey Historic Trust, The National Trust, and Treasures of America. In addition, HBA has assisted in securing preservation grants from the following NJ counties: Essex, Morris, Somerset, and Bergen.

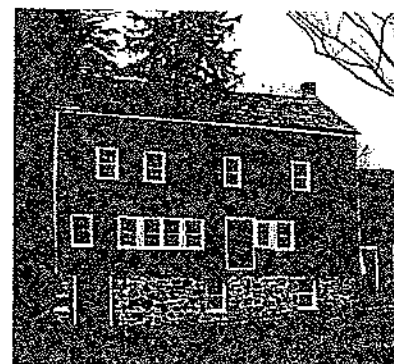
Developing Long-term Relationships

A large majority of our past clients come back to us whenever they have a need for professional services to help preserve, adapt, and restore the properties they own. For our part, we take very seriously the responsibility to sustain good long-term relationships with our clients. Please contact any of our clients to discuss their experiences in working with us.

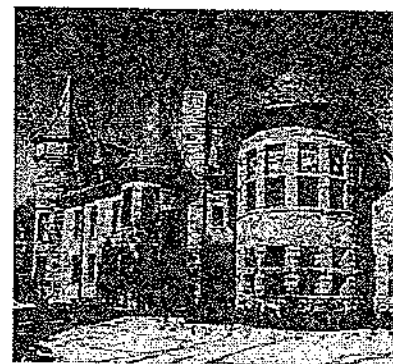
Professional Qualifications in Preservation

The firm of Historic Building Architects, LLC is committed to providing

Professional Qualifications



*The Factory at Historic Speedwell,
Morristown, NJ*



*Iviswold Castle at Felician University,
Rutherford, NJ*



*The Derrick Van Veghten House,
Bridgewater, NJ*

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Proposal for Condition Assessment Report for the Vanderhoof and John Rae Houses

sound planning through the careful condition assessment of historic public buildings, especially those owned by municipalities, counties, and states. The principal of the firm is qualified as a Preservation Architect under the Federal Guidelines set out by the National Park Service in 36 CFR Part 61. All other technical staff also meet these criteria. In addition, HBA has an in-house Materials Conservation Laboratory.

The Benefits of a Small Business (New Jersey)

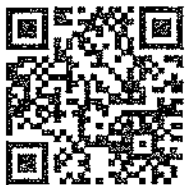
Historic Building Architects, LLC is a Women Owned Business Enterprise, as well as a Small Business Enterprise firm, owned by Annabelle Radcliffe-Trenner, who works closely with clients on all their projects and communicates with them about the benefits of and best approaches to preservation and adaptive use. HBA's ultimate aim is to empower clients to make wise decisions about the repair, maintenance, and rehabilitation of buildings in their care.

Historic Research and Planning Documents

There are many types of planning documents for existing buildings and HBA recognizes the different needs of our clients and their buildings. HBA has prepared Condition Assessment Reports, Preservation Plans, and Historic Structure Reports in accordance with NJ-SHPO guidelines, as well as façade assessments, interior room studies, code compliance and barrier free studies. The aim is to help owners of existing and historic buildings to understand the causes of deterioration and the potential reuse of the buildings, with careful assessment by a team of professionals, who understand the intricacies of old buildings, and can recommend repairs, develop accurate cost estimates and phasing options, including temporary staging.

Design of Archival Storage Space

HBA are familiar with the National Archival & Records Administration Standards for the design of archival spaces. This includes all finishes and lighting and environmental controls, which monitor humidity and temperature. Most recently, HBA worked with the State of New Jersey Office of Legislative Services to develop a program for the new library and archive space. The Scope of Work included complete renovation of all finishes, new lighting designed to protect the paper collection and new interior storm windows installed to help with climate control and UV protection.



We invite you to look at our website,
www.hba-llc.com,
which describes in words and images a number of
additional completed and ongoing projects.

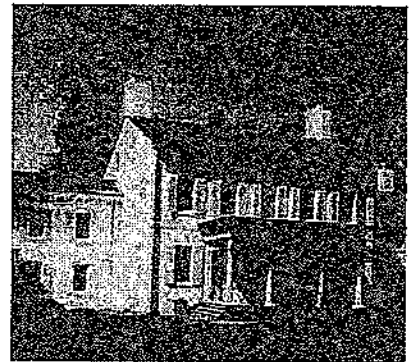
Project Experience



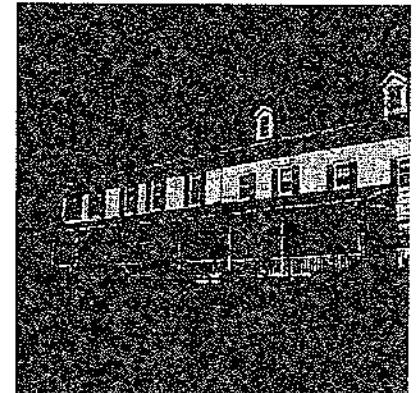
*Museum of Early Trades & Crafts,
Madison, NJ*



*Craftsman Farms
Parsippany-Troy Hills, NJ*



Historic Morven, Princeton, NJ

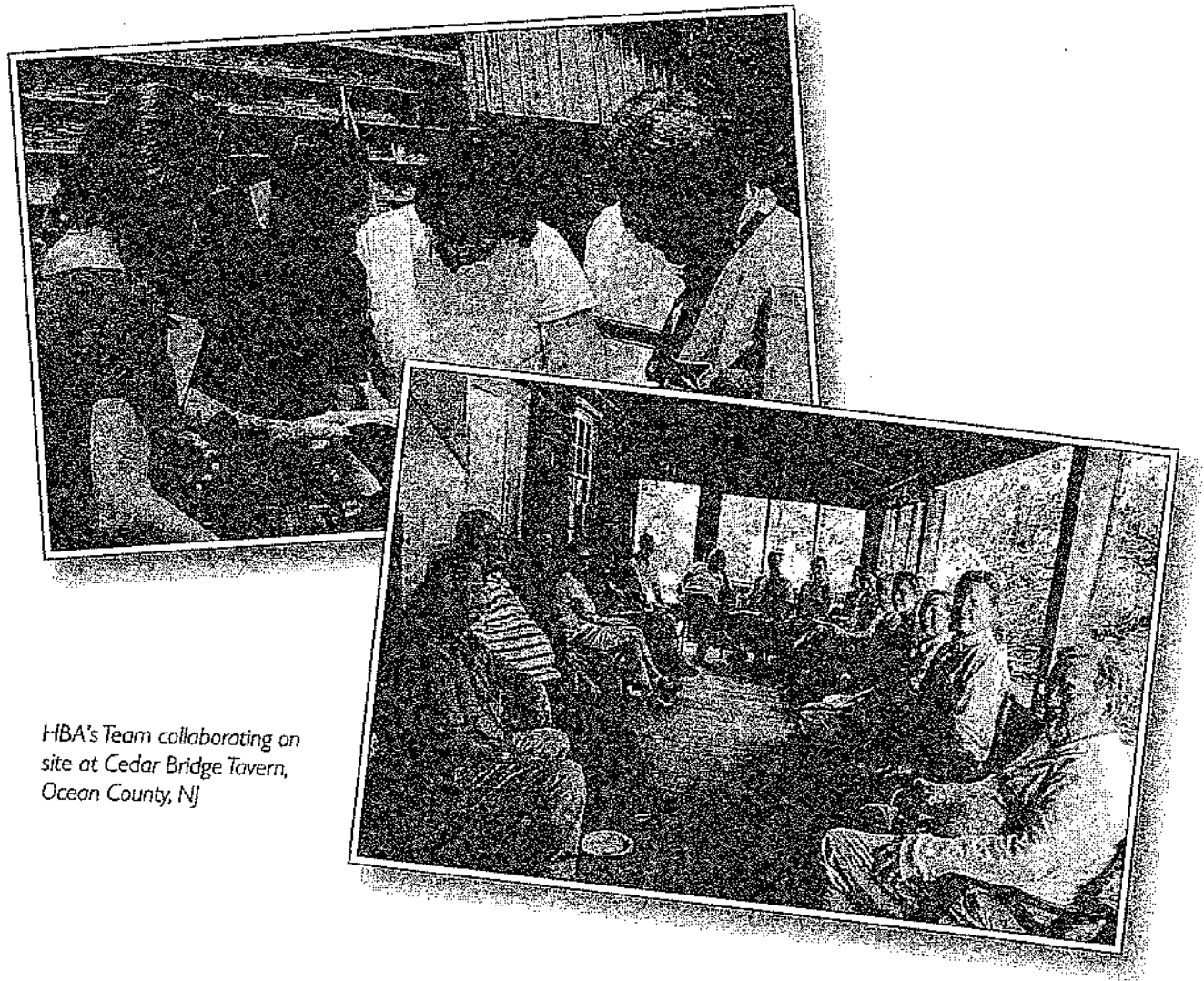


Portland Place, Navesink, NJ

Historic Building Architects, LLC

Project Team

Team Collaboration: HBA works closely with consultants to ensure that all work is fully and efficiently integrated. Together, HBA and the consultants form a "thinking team" that develops and maintains open dialogue with the client. As professionals, our extended team advises our clients in an open, honest, and professional way. The consultant team works as a collaborative unit with information sharing as opposed to following hierarchical and "siloed" communication structures.

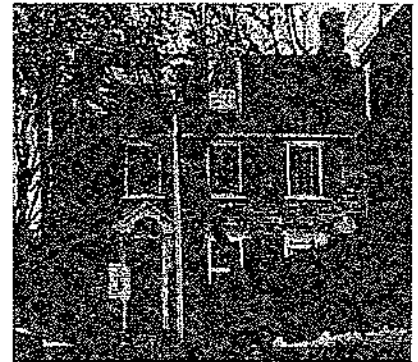


HBA's Team collaborating on site at Cedar Bridge Tavern, Ocean County, NJ

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Adopted on: October 11, 2016
Official Resolution#: R20160829

Project Team

Historic Building Architects, LLC, Trenton, NJ: Everyone at HBA is passionate about historic buildings and has a formal training in this field. Moreover, the principal and staff at Historic Building Architects, LLC well exceed the requirements for historical architects as established by the federal government in 36 CFR 61. HBA currently has six staff.



HBA main offices in the historic Emlen House, c. 1796

Annabelle Radcliffe-Trenner will be the Principal-in-Charge and your prime contact. She has prepared numerous condition assessment reports. She spent six months working and studying at the International Center for Conservation in Rome (ICCROM) and completed her professional degree in architecture in Scotland. Annabelle is a nationally licensed architect in the US (NCARB) and has completed projects from Maine to Texas. Her mantra is "team collaboration", thus she personally participates in fieldwork and remains closely involved in all aspects of the project. She enjoys working with her clients and building consensus regarding stewardship decisions for the proper care of historic sites, as well as educating clients on appropriate preservation techniques. Annabelle has worked on several large historic houses, including the Present Day Club, Princeton, the Rectory at Saint Peter The Apostle, The Trust House, and The Van Veghten House.



*Annabelle Radcliffe-Trenner
Firm Principal*

Amy Lambert, RA will be the Project Manager. She, too, has a professional degree in architecture, as well as a Masters Degree in Historic Preservation from the University of Pennsylvania. Amy has significant expertise in preservation planning. Amy is involved in all phases of building documentation and construction, including conducting Building Condition Assessments, producing Design Development and Construction Documents, as well as managing Construction Administration. She also participates in writing Preservation Plans, Historic Structures Reports, and National Register Nominations. Her careful attention to detail and strong organizational abilities make her a valuable team leader working directly with the Principal and staff. She is active in the preservation community, a licensed architect, and meets the requirements for History & Preservation Architecture under 36 CFR 61 Appendix A.

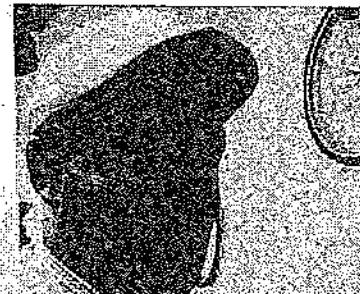


Amy Lambert, Project Manager

Historic Building Architects, LLC

Project Team

Ronnie Cameron has a Bachelor of Architecture from Drexel University. He also has experience in mechanical engineering and energy efficiency design including lighting and green roof systems. He assists in the preparation of construction documents, field surveys and condition assessments of historic buildings. He is responsible for managing the office IT, AutoCAD, graphic standards and quadcopter operations and maintenance. He is passionate about architecture and HBA's mission to preserve and maintain the historic fabric of the region. Ronnie has a special interest in woodworking and is a talented illustrator.

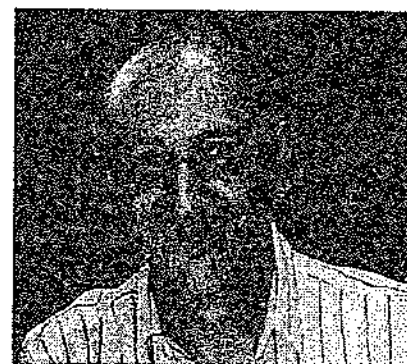


Ronnie Cameron, Senior Designer

Project Consultants: Historic Building Architects, LLC selects consultants on the basis of their expertise and experience in the areas critical to each project. The project team consultants proposed for this project have knowledge, skills, and work characteristics necessary to provide you with a high performing team that can produce a quick and efficient Condition Assessment report. We have summarized below the team of consultants and highlighted their qualifications.

Princeton Engineering Group, LLC

The principal engineers at Princeton Engineering Group (PEG) have been involved with major New Jersey projects since 1986. Their history of close association with HBA has afforded a unique insight into architectural methods, practices and coordination. PEG prides itself on selecting and designing systems which are appropriate for each particular project, with the fact that designs must be both buildable and maintainable always their foremost goal. For their efforts, the firm has earned five New Jersey Historic Preservation Awards. PEG has worked with HBA since 1996; recent condition assessment reports completed in conjunction with HBA include the Present Day Club, Princeton, Museum of Early Trades and Crafts, Madison, and the Woman's Club of Rutherford.



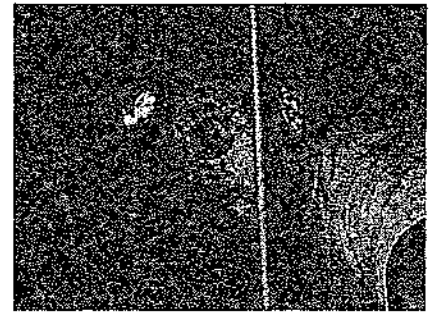
*Ira Guterman
Princeton Engineering Group, LLC*

Ira Guterman, PE, LEED AP, Lead Engineer/Project Manager, a principal at Princeton Engineering Group and involved with almost all of the firm's work in historic structures, has valuable experience in design for historic buildings. Mr. Guterman has a Bachelor of Science from The Cooper Union in New York City and Master of Science from the University of California, Santa Barbara. Before becoming a founding partner at the Princeton Engineering Group, he was Vice President and Studio Head at J.R. Loring and Associates, a major New York City engineering consulting firm.

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Proposal for Condition Assessment Report for the Vanderhoof and John Rae Houses

Richard Olszewski, Electrical Engineer is a founding partner of PEG. Previous to his present position, he was the Head of Electrical Engineering at a major architectural firm in Princeton, New Jersey that specialized in historic structures and a Senior Project Engineer and Senior Associate for Joseph R. Loring & Associates, Inc. in New York City. He was responsible for the design of electrical systems, equipment selection and preparation of specifications.



*Richard Olszewski
Princeton Engineering Group, LLC*

James B. Huffman, PE, Principal, is a licensed structural engineer and principal of James B. Huffman PE located in Princeton Junction. He has worked extensively on existing buildings and received numerous preservation awards. He has provided structural engineering services on many New Jersey historic properties including the Restoration of the Sawmill at Double Trouble State Park, the Phoenix House, Mendham, NJ, The Henry Doremus House, Montville, Morris County, NJ, and the Ballantine Carriage Barn at GlaxoSmithKline, Parsippany-Troy Hills, Morris County, NJ. All of these projects have received State Preservation Awards. Jim has also consulted at Princeton University. He has an excellent knowledge of traditional construction especially wood framing and masonry. He has completed numerous condition assessment reports on the structural condition of buildings. He will work closely with the design team to ensure that the building structure is properly maintained and all renovation work recommended is designed to preserve the structural integrity of the building.



James B. Huffman, Principal

Delwyn Williamson, Senior Cost Estimator, will be the Cost Estimator for this project. Daedalus Projects, Inc. is a firm of professional cost estimators specializing in historic building projects. For over twenty years they have completed all the cost estimates for HBA projects and provided an excellent level of accuracy; in fact, their work typically results in a construction bid value of within 5% of the original planning phase cost estimate. The firm includes quantity surveyors, who have special training in cost estimating and provide very detailed estimates.



*Delwyn Williamson,
Senior Cost Estimator*

Historic Building Architects, LLC

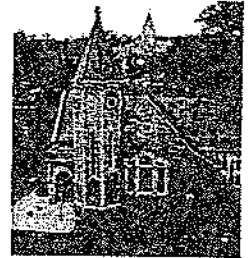
References

MUSEUM OF EARLY TRADES AND CRAFTS

Preservation Plan/ Condition Assessment:
Completed February 2012
Moisture Ingress Assessment:
Completed February 2013

Deborah Farrar Starker,
Executive Director
director@metc.org
Thomas Judd, Board of Trustees
tom@juddpage.com

9 Main Street
Madison NJ 07940
Tel 973-377-2982



PRESENT DAY CLUB, PRINCETON, NJ

Condition Assessment Report:
Completion 2015
Phase I Exterior Renovation:
Completion March 2016
Estimated Construction Cost: \$450,000

Sara Hill, Past President
sarashill@aol.com

The Present Day Club
72 Stockton Street
Princeton, NJ 08540
Tel 609-915-2090



CEDAR BRIDGE TAVERN, BARNEGAT, NJ

Historic Structures Report:
Completion 2013
Construction Documents:
Completion March 2016
Construction Scheduled for Summer 2016
Grants:
NJHT HSM Grant 2006, 2010, 2012

Timothy Hart, Division Director
thart@co.ocean.nj.us

Ocean County Cultural & Heritage
Commission
P.O. Box 2191
Toms River NJ 08754-2191
Tel 732-929-4779



Timothy Hart, Division Director of Ocean County Cultural and Heritage Commission put it well after an on site investigation day at Cedar bridge Tavern. "I am writing to note how impressed I was with your professional and well organized operation yesterday at Cedar Bridge Tavern. At different levels I have been involved in several preservation plans and/or nominations. Over many decades of civic and professional involvement, I have been involved in many projects involved with consultants of various styles and levels of competency. The open, transparent and professional process you and your team demonstrated last Friday and yesterday was by far the most productive and amazing that I have ever experienced or witnessed. The best! I have never participated in any investigation to match this professional experience. You assembled a group of self evident, immanently qualified professionals, who were eager to collaborate in a focused investigation. You used technology to inform your research without becoming dominated by the gadget of the day."

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Proposal for Condition Assessment Report for the Vanderhoof and John Rae Houses

Project Approach

Historic Building Architects, LLC (HBA) have a strong emphasis on planning in our office and much of our work is predicated on the commitment of our clients to planning documents, such as condition assessments. HBA wants to emphasize the need for practical and realistic recommendations that plan for the buildings future. HBA will assess the condition of the houses, recommend repairs, including identifying any emergency safety and stabilization work.

Update Existing Drawings: HBA will use existing drawings from HABS and update them in a graphics program to show current plan layouts. The exterior elevations will be photographed and created into photographic elevations for the assessment. The drawings will list all of rooms, windows and doors by number as well as ceiling heights. The purpose of the drawings is to provide a key for the condition assessment notes on the interior and for the engineers to complete their assessment work.

Architectural Condition Assessment: Our evaluation of existing building fabric conditions will be completed on photographic elevations for the exterior and plans on the interior. HBA uses iPads to document conditions directly onto photographs in the field using an App called Phonto that allow HBA staff to note conditions. Similarly, conditions are annotated on plans in the field. Every effort is made to identify the cause of deterioration and determine the approach for repair. The conditions and recommended repairs will be prioritized with an emphasis on exterior restoration and stabilization as a first priority. We address unsafe conditions first and will often forward a letter with these items prior to completing the assessment. Coordination with consultants is essential to a successful assessment and we work closely with the entire team on site to ensure that all aspects of the building fabric have been evaluated and recommendations are comprehensive.

Mechanical, Electrical and Plumbing Engineering Evaluation and Recommendations: Princeton Engineering Group (PEG) are specialists in HVAC, electrical and plumbing/fire protection and will participate in the evaluation of the existing systems during a one day site visit with the three engineer disciplines. PEG will recommend and prioritize work and fire safety upgrades for the buildings.

Structural Evaluation and Recommendations: It is our experience that structural assessments of buildings at the planning stage are very critical and we typically recommend more evaluation than usually seen in a condition assessment report. This is because the structural stabilization and repairs significantly impact the budget. We need to have a better understanding of the visible structural conditions and identify issues of concern. James B. Huffman (JBH), Engineer will review existing documentation, photographs, and any earlier reports/ documents and will make a one-day site visit to each building to examine exposed structural elements and probes prepared by Passaic County. JBH will prepare a written report describing structural conditions observed and recommend further investigation and repair work. Structural calculations are excluded, for example, analysis and determination of the live load capacity of the various floors in the building is not included. JBH will meet with HBA during the fieldwork to review the observed conditions.

Phased Recommendations: HBA will work with the consultant team to provide prioritized recommendations that address the safety and protection of the buildings first. The prioritized recommended repairs will be developed in consultation with Passaic County. Recommendations will include the exterior and

Historic Building Architects, LLC

Project Approach

interior repairs because the two are interdependent on each other. HBA will also provide guidelines on appropriate repairs to the historic building fabric with recommendations, prioritized over the next 15 years. All repairs will be recommended in compliance with the *Secretary of Interior's Standards for Rehabilitation*. The consultant recommendations will be incorporated into the recommendations.

Professional Cost Estimate: Daedalus Projects Inc. will develop a project budget for all recommended repairs to include the cost of construction, professional services, inflation, and related expenses. The budget will address costs as three (3) phases, namely immediate, mid-term, and long term.

Additional Services - Research Archive Relocation Evaluation: In order to determine the appropriate relocation for the Historical Society Archives from Lambert Castle, HBA with their consultants will look at the viability of using one of the houses for the archives. See Scope of Work in Fee Breakdown.

Meetings: HBA will meet with Passaic County as follows:

1. On site project team meeting.
2. A presentation of the results of report to Passaic County either in the form of a walk through/guided tour, or as a slide presentation.

County

The Condition Assessment Report base scope of work will not include:

- Design of any temporary stabilization or temporary repairs to the building.
- Documents for use in construction and related professional services.
- Access equipment.
- Engineering work except as described herein.

Refer also to Assumptions and Preferences in the Fee Overview.

Deliverables

- A 90% draft report will be issued for comment prior to the final submission (one color copy).
- The Condition Assessment will be delivered in a report form measuring 8.5 x 11 inches with 11 x 17 foldouts, (one bound copy and one unbound copy to facilitate reproduction), and one on a CD with PDF files.
- The report will include text, photographs, and schematic sketches necessary to fully describe our discoveries and to illustrate recommendations outlined herein.
- A dedicated project website will provide immediate access to information such as photographs, condition survey notes, and draft reports are made available.

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Proposal for Condition Assessment Report for the Vanderhoof and John Rae Houses

HBA's project approach will include:

- Careful assessment and understanding of the existing conditions and materials with viable fiscally responsible repair recommendations, which will act as the long-term guidelines for continued maintenance and the longevity of the building fabric.
- Recommended repairs that respect the historic houses and are in keeping with the Secretary of the Interior's Standards for Rehabilitation.
- Good communication between the Professional Team members and Passaic County to ensure a detailed and well-defined approach and meaningful cost estimates.
- Clear direct management by the principal-in-charge to ensure all aspects of the project are fully addressed in a timely manner.

The next page provides a draft Table of Contents for the proposed Condition Assessment Report.

Historic Building Architects, LLC

Project Approach

Condition Assessment Report Proposed Table of Contents

Sequence	Description
Report Cover	
Executive Summary	Overview of Findings and Associated Costs
Project Directory	Project, Owner, and Investigating Team
Introduction	Purpose, Scope of Report, Future Investigation Recommendations
Assessment of Existing Conditions	Assessment of the building conditions including narrative description and annotated photographs showing all observed deteriorated conditions on the exterior and interior
Preservation Recommendations	A list of existing conditions with recommended repairs/ upgrades showing phasing options ranked according to immediate, mid-term and long-term needs.
Project Budget	A preliminary construction cost estimate based on the immediate, mid-term and long-term repair recommendations.
Appendices	A. Mechanical, Electrical, Plumbing and Fire Safety Assessment Report with prioritized Recommendations B. Structural Engineering Assessment

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Proposal for Condition Assessment Report for the Vanderhoof and John Rae Houses

FEE OVERVIEW

<u>Condition Assessment Report</u> Historic Building Architects, LLC	\$14,000
Consultants	\$14,000
Reimbursable Expenses Allowance	\$1,000
Total Professional Services:	\$29,000
Additional Services for Research - Archival Relocation Study	\$10,000

TERMS AND CONDITIONS

The firm offering services is Historic Building Architects, LLC referred to herein.

Additional Services

If authorized in writing by client, HBA will perform additional services at our standard hourly rates.

Invoicing/Payments

Invoices will be issued on a monthly basis on actual percentage of work completed. Invoices are payable within 30 days after receipt of invoice. Invoices unpaid after 30 days will incur interest at 1.4% per month. Retainers shall be credited on the final invoice.

Indemnification

The client shall indemnify and hold harmless HBA and all of its personnel from and against any and all claims, damages, losses and expenses (including reasonable attorney's fees) arising out of or resulting from the performance of the services, provided that any such claim, damage, loss or expense is caused in whole or part by the negligent act, omission and /or strict liability if the client, anyone directly or indirectly employed by the client (except HBA), or anyone for whose acts any of them may be liable.

Termination of Services

This agreement may be terminated by the client or HBA should the other fail to perform its obligation hereunder. In the event of termination, the client shall pay HBA for all services rendered to date of termination, all reimbursable expenses and reimbursable termination expenses.

Ownership of Documents

All documents produced by HBA under this agreement shall remain the property of HBA and may not be used by the client for any other endeavor without the written consent of HBA.

Applicable Laws

This agreement shall be governed by the laws of the State of New Jersey.

Duration of Agreement

If services under this agreement are not completed within 12 months, HBA reserves the right to renegotiate the fee.

Historic Building Architects, LLC

Fee Proposal

Expenses and Conditions

HBA shall be reimbursed at cost for expenses incurred for travel, postage, messenger and courier services, web site file sharing and document printing and reproductions (other than prints for inter-office communication).

Assumptions and Preferences

The Professional Services are limited to the scope of work outlined herein.

HBA submits this proposal for services with the following assumptions:

1. All aspects of the project will be governed by standard AIA Documents. Accordingly, the agreement for services will employ AIA Document B104-2007 Standard Form of Agreement Between Owner & Architect with modifications to suit this proposal.
2. Building probes will be completed using Passaic County personnel at no cost to consultant.
3. The proposed fees are a lump sum and include both buildings.
4. Services included in this agreement are not anticipated to extend beyond December 2016.
5. All survey and other necessary site information beyond the perimeter of the building will not be required.
6. No hazardous abatement testing or investigation is included.
7. Owner will provide ladder access as necessary.
8. The existing roofs have or are in the process of being replaced and will not be assessed.

HISTORIC BUILDING ARCHITECTS, LLC

TITLE	RATE
Senior Architect/Principal: Annabelle Radcliffe-Trenner	\$155.00 per hour
Project Manager: Amy Lambert	\$135.00 per hour
Senior Designer: Ronnie Cameron	\$90.00 per hour
Administrative: Cece DiSalvi	\$85.00 per hour

JAMES B. HUFFMAN, ENGINEERS

TITLE	RATE
Structural Engineer:	\$180.00 per hour

PRINCETON ENGINEERING GROUP, LLC

TITLE	RATE
Principal:	\$165.00 per hour
Senior Engineer:	\$135.00 per hour
Design Engineer:	\$120.00 per hour
Draftsperson:	\$100.00 per hour

DAEDALUS PROJECTS, INC.

TITLE	RATE
Senior Cost Estimator:	\$154.00 per hour

Historic Building Architects, LLC

Fee Breakdown

Scope of Work	Principal Architect \$155	Project Manager \$135	Designer \$90	Admin /Drafter \$85	TOTAL	Notes
Condition Assessment of the Two Houses						
Historic Building Architects Services						
Review Existing Documentation	2	2			\$580	Gather data on original construction Survey and update plans and prepare
Update and Field Verify Existing Documents			16		\$1,440	photo elevations
Complete Condition Assessment Field	8	16	16		\$4,840	Interior and exterior assessment Complete probes to observe concealed
Selected Probes	4		4		\$980	deterioration
Coordinate Consultants	4	4			\$1,160	Coordinate engineers and cost estimate review
Prioritized Recommendations	4	8	16	4	\$3,480	Develop a series of repair recommendations
Meeting and Presentation	4	4	4		\$1,520	One meeting on site with team and one final PPT presentation
HBA Subtotal	26	34	56	4	\$14,000	
Consultant Services						
James B Huffman-Structural Engineers					\$7,500	Field survey work, probe observations, prioritized repair recommendations.
Princeton Engineering Group, MEP Engineers					\$5,000	Field survey work and prioritized repair recommendations.
Daedalus Projects: Professional Cost Estimator					\$1,500	Cost Estimate prioritized by phase
Consultant Subtotal					\$14,000	
Condition Assessment Report					\$28,000	
Additional Services - Research Archive Relocation Evaluation						
Review Existing Archives and Program Needs					\$1,000	Review and quantify archival needs Sketch Layout of archives with summary of
Prepare Sketches for Archive Layout and Scope of Improvements					\$2,500	finishes in accordance with NARA standards
Evaluate Structural Capacity					\$3,000	Structural repair calculation and upgrades to support archives
Evaluate Systems Upgrade Options					\$3,500	Concept layout for archival system upgrades
					\$10,000	
Reimbursable Expenses Allowances						
Printing					\$300	In house & final copy, all other drafts as PDF
Travel Expenses					\$300	5 site visits- 110 miles RT @ \$0.54 per
Consultant Reimbursable expenses					\$250	Allowance for consultants reimbursement
Dedicated Web Site Online service					\$150	3 months at \$50 per month
					\$1,000	

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Proposal for Condition Assessment Report for the Vanderhoof and John Rae Houses

Fee Schedule

SCOPE OF WORK	ANTICIPATED COMPLETION DATE
Contract Signing and Notice to Proceed	September 2016
On Site Survey	Early October 2016
Preparation of Report (4 weeks)	October-November 2016
Submission of 90% Draft Report	December 1 st 2016
Owner Review and Comment (2 weeks)	December 15 th 2016
Final Report (2 weeks)	January 6 th 2017
Final Presentation	January 2017

Dates will be set based on Passaic County schedule.

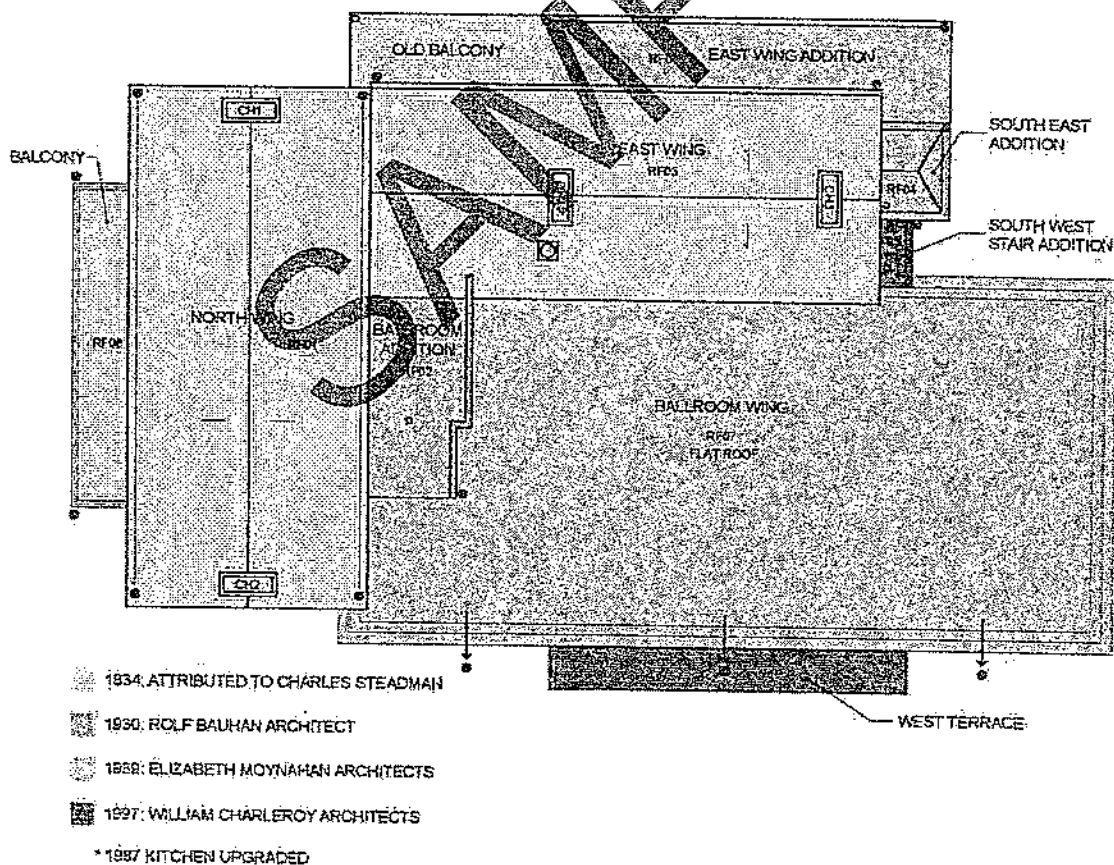
Condition Assessment Report for The Present Day Club, Princeton, New Jersey

III ASSESSMENT OF EXISTING CONDITIONS

The purpose of this section is to describe in some detail the deteriorated conditions observed on the exterior and interior of The Present Day Club located at 72 Stockton Street, Princeton, NJ. The focus is on architectural building fabric. The intent is to provide the reader with an overview of the conditions observed. Conditions are described in greater detail in Section VI-Appendices for Mechanical, Electrical, and Plumbing by Princeton Engineering Group, LLC. No structural assessment was completed due to the limited funds available.

The exterior conditions are shown on elevation drawings and referenced to condition codes. Each elevation sheet includes close up condition photographs. The interior conditions are described with views for each room and close up photographs describing the conditions found on the floors, walls, ceilings, and other architectural fabric as necessary. Refer to Drawings A-3.1 to A-3.4 for the exterior condition assessments, A-3.5-A-3.10 for roof conditions, and Drawings A-3.11 to A-3.16 for the interior condition assessments completed for each room.

Annabelle Radcliffe-Trenner, Graham Cafilisch and Leaha Boyino from Historic Building Architects, LLC conducted the architectural condition assessment survey on May 5th 2015. The Phased Recommendations in Section IV describe the appropriate work necessary to rehabilitate and preserve the building, and Section V provides the costs based on the recommended phasing.



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 Assessment of Existing Conditions – The Present Day Club, Princeton, NJ
 Historic Building Architects, LLC

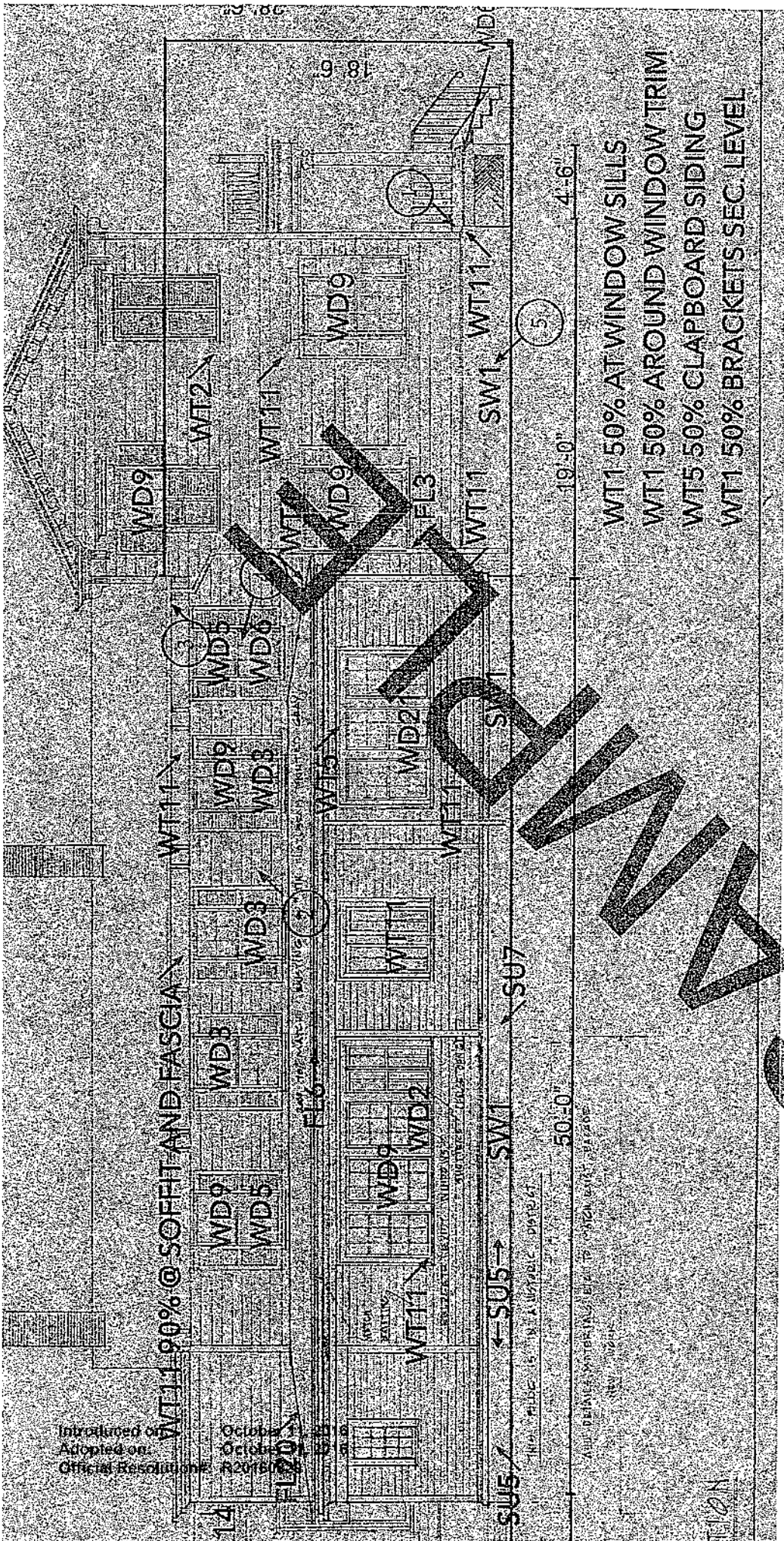
June 19th 2015
 Section III - Page 1 of 8

SUMMARY OF CONDITION OBSERVATIONS

HBA has summarized below an overview of the conditions for both the exterior and interior observed during the Site Condition Assessment work. This section is followed by a detailed list of condition items, which were observed on the building.

Exterior Conditions

1. Foundation Walls: The foundation walls for the 1930's Ballroom are concrete masonry unit blocks and represent the largest area of foundation walls. There is extensive water ingress, staining, and deterioration along these walls particularly along the west wall. A small area of the south wall has been underpinned to support the original north wing, presumably built during the 1930's Ballroom addition. There is some efflorescent staining along this wall, however, it appears stable. The remaining walls that are visible are fieldstone walls exposed on the interior. Along the base of the north wing the stone is clad in rusticated wood paneling to imitate coursed ashlar fieldstone. This wood is in deteriorated and rotten conditions in many locations.
2. Walls: The walls are painted clapboard. Cedar was used for the 1989 work. There is extensive plant growth especially along the east wing adjacent to a large shade tree. The paint is generally in poor condition and this is largely due to the poor surface preparation during previous paint campaigns. The paint was not properly removed and now has loosened and failed under the new paint leaving large areas of alligatored and failing paint allowing moisture ingress
3. Chimneys: There are a total of four brick chimneys. They are all in fair condition with some biological growth and open mortar joints. Sealant is installed at the intersections between the roofs and the chimney masonry, much of which has failed allowing water ingress.
4. Wood Trim: The wood trim, including the wood balcony balustrades, bracket, cornices, window hoods, and opening trim all have heavy paint build up and some paint loss caused by wood rot either from failed gutters above or excessive exposure to moisture.
5. Roofs: The north wing and east wing have slate. Both roofs have suffered heavy biological growth and staining along the east side, which has worsened the wear and tear of the slate. The slate is extremely old indicating it has met its life expectancy (100 years). Typical indications of aging are white fading, exfoliation of the slate surface, brittle, and missing slates. The built in gutters have failed and caused the wood cornice below to fail. There is a possibility that concealed roof framing members are rotten too.
6. Flat Roofs: The Ballroom (RF07) and 1930 Bathroom addition (RF02) have fairly new ca. 2007 "Bright Ply" rubber membrane flat roofs (EPDM roofs). While these roofs appear sound, they have been punctured by falling slate from the roofs above. In addition, the new EPDM roofs have excessive biological growth, which is exacerbated by the downspouts from roofs above that shed water directly onto the flat roof. Biological growth is especially heavy at seams and some of the terminations are extremely low and vulnerable to moisture ingress on these roofs. The flashing and downspouts are generally in a fair condition but with some failure, which typically includes loose connections, open gutter seams, corrosion, and other general aging and wear and tear conditions.
7. Flat Pan Tin Roofs: There are several flat pan tin roofs painted silver. These include roofs on the balcony (RF06) and the east wing kitchen addition (RF06). Both roofs have had



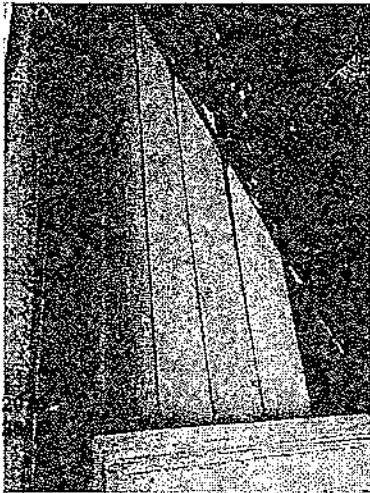
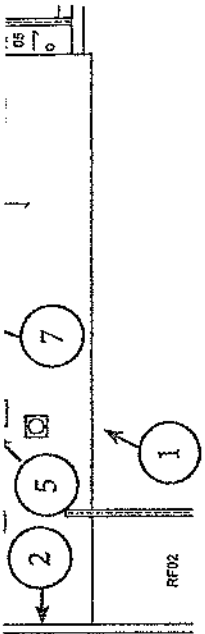
- WT1 50% AT WINDOW SILLS
- WT1 50% AROUND WINDOW TRIM
- WT5 50% CLAPBOARD SIDING
- WT1 50% BRACKETS SEC. LEVEL



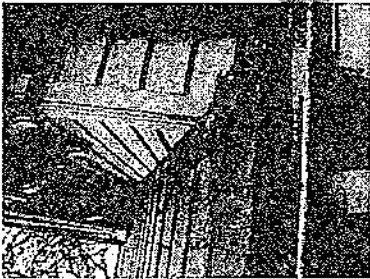
2. Poor surface preparation has resulted in uneven heavy paint build up, which causes water to overflow resulting in blocked gutters and downspouts. 3. Blocked gutters and downspouts cause water to overflow resulting in cracked, dried out, cracked, and cracked glazing putty surrounding the glass panes. 4. The glazing putty surrounding the glass panes has dried out, cracked, and cracked. 5. Excessive plant growth adjacent to the building can cause water saturation.

int and is in poor condition. Mortar used along the west side of the failed (Photograph 5). Metal exhaust fan is corroded at base. The the Baraboo flat Roof RF07 has some paint delamination and minor tter on the east side of the building is severely corroded and deteriorated.

at appear fairly sound. Some minor brick surface failure, especially along iological growth on the top section of CH4. Capstone was removed on used the new stainless steel exhaust fan, which detracts from the



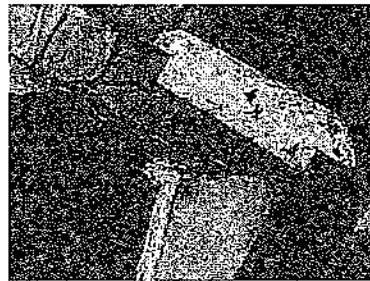
2. The intersection of the slate roof with the small RF02 addition. The main section of the house and RF01 on the north elevation at the west end. The clapboard is deteriorated with rot at the base posts and the slate is in poor condition.



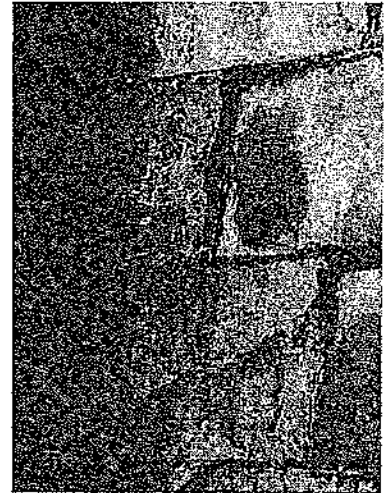
3. The slate roof intersects with the main section of the house and RF01 on the north elevation at the west end. The clapboard is deteriorated with rot at the base posts and the slate is in poor condition.



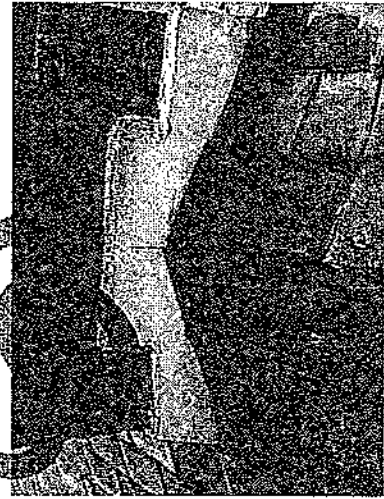
4. The return gable of the pediment at the south end of RF03 has flashing painted, which has failed resulting in wood rot.



5. The base of Chimney showing the mortar repair counterflashing where it intersects with the chimney. This area is to be leaking.



7. The slate has some significant surface delamination due to age.



8. The ridge has been covered with tar to prevent water ingress. The left (East) side of Roof RF03. The gutter



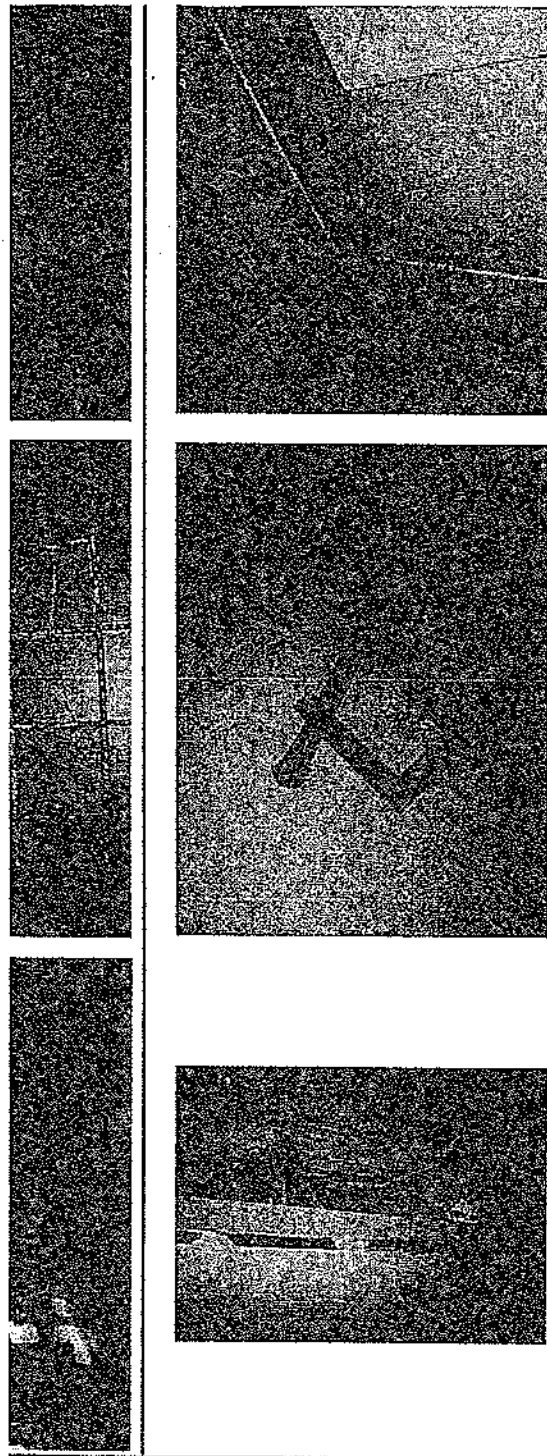
9. The half-round gutter on the (East) side of Roof RF03. The gutter

rescent lighting. Commercial kitchen equipment.

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me: Hall

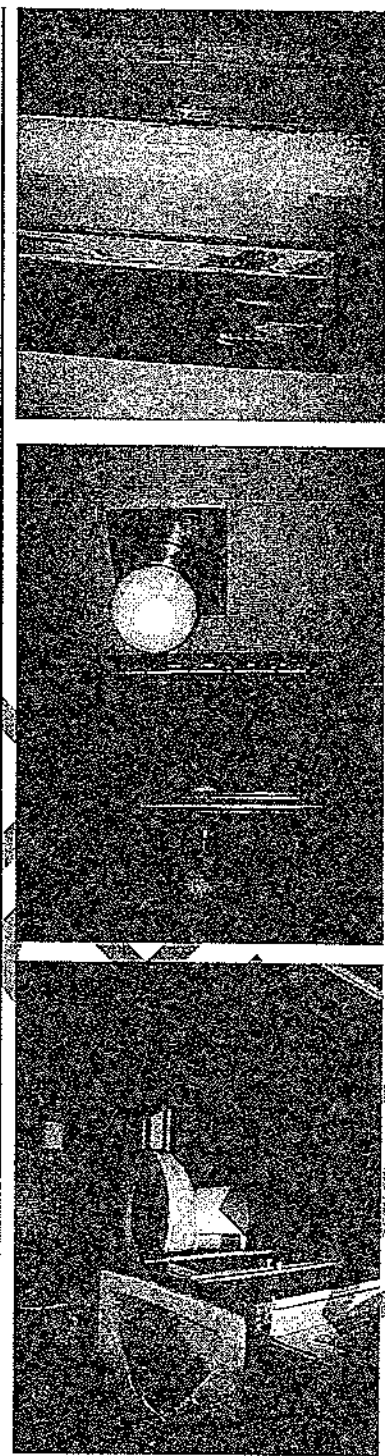
mately 15% and grout is heavily soiled. Evidence of mold and vinyl baseboard. Missing plaster. A heavy soiled and kitchen grease. A painted light fixture had been removed. are scuffed and soiled.



me: Restroom**

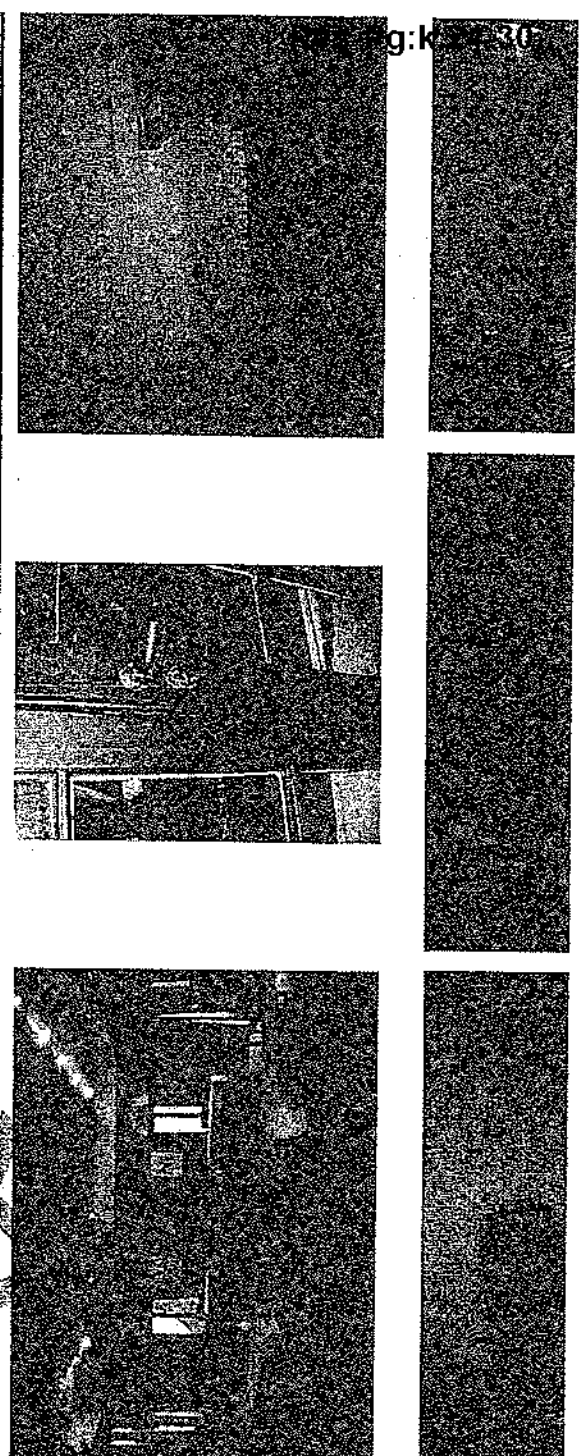
ss hatch in floor.

strips installed and partially painted. matched door hinges. rface-mounted lights, baseboard radiator. Toilet



me: Ballroom**

om perimeter. Metal attachments in center. otting up to about 3'-0" from ceiling in fair little worn and scuffed. The opening to the ers. The plaster above the paneling and in the The baseboard is scraped and missing some by painted wood molding. In the center is which are not in keeping with the historic plaster with original covered detailing. paint overlap the glass too much. Doors: 1930's a fair condition with general wear and tear.



ounted along molding on ceiling. These have the room. The covers were designed to up light ounted on the walls at regular increments.

IV PHASED RECOMMENDATIONS

Introduction

The approach for the exterior recommended work on The Present Day Club is preservation and follows the *Secretary of Interior's Standards* for Preservation. Preservation is defined in the *Secretary of Interior's Standards* as the act or process of applying measures necessary to sustain the existing form, integrity, and materials of a historic property. The interior improvements are designed to minimize alterations by accommodating safety improvements, improved lighting, and much needed interior upgrades to finishes.

The treatment emphasizes the retention and repair of historic materials, some of which will need to be replaced because they are severely deteriorated.

Our project approach is as follows:

- Repair rather than replace damaged building materials wherever possible.
- Preserve all sound existing building fabric.
- Replace in kind all decayed and severely deteriorated building fabric.
- Acknowledge and respect the story of change to all buildings.
- Make any alteration or addition readily reversible.
- Treat or clean building materials carefully. Intervene only when necessary and in the least aggressive manner possible.
- Upgrade as necessary to provide safe accessible space to assure continued safe use.
- Accommodate visitor needs and improve their experience without damaging or altering historic fabric.

The second part of this section provides annotated plans showing the phasing of the proposed work. This section is for planning purposes only and should not be used to execute any construction work. The purpose is to provide set of phased priorities with a cost estimate for the phased recommended work. Many but not all of the notes (due to limited space) are shown on the A-4 series of drawings at the end of this section.

Recommendations

Phase I Work (on or before 20)

02 Site Work and Selective Removal Work

- 02-1 Remove all plantings immediately adjacent to the foundation walls and growing on the masonry.
- 02-2 Remove slate roofs RF01 & RF03.
- 02-3 Remove metal roofs RF08 & RF06.
- 02-4 Remove biological and miscellaneous debris from basement window wells. Verify condition under north and west porches. (13 basement windows)
- 02-5 Unblock below-grade drainage and reconnect downspouts. Provide extensions where necessary.

**Condition Assessment Report for
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- 02-6 Investigate deteriorated brick terrace with Structural Engineer.
- 02-7 Remove built-up roofs RF04 & RF05.
- 02-8 Remove all partitions, fixtures, finishes and remediate mold in basement Rooms 002, 001, 007, and 008.

04 Masonry

- 04-1 Remove biological growth, tar, rust, and carbon staining from brick at all four chimneys.
- 04-2 Rake out and repoint chimneys 100% and complete necessary repairs. (4 chimneys)
- 04-3 Rake out and repoint fieldstone walls in closets adjacent to Ladies Lounge.
- 04-4 Rebuild walls and all openings in Boiler Room 010 to create 1-hour fire rated space.

06 Woods and Plastics

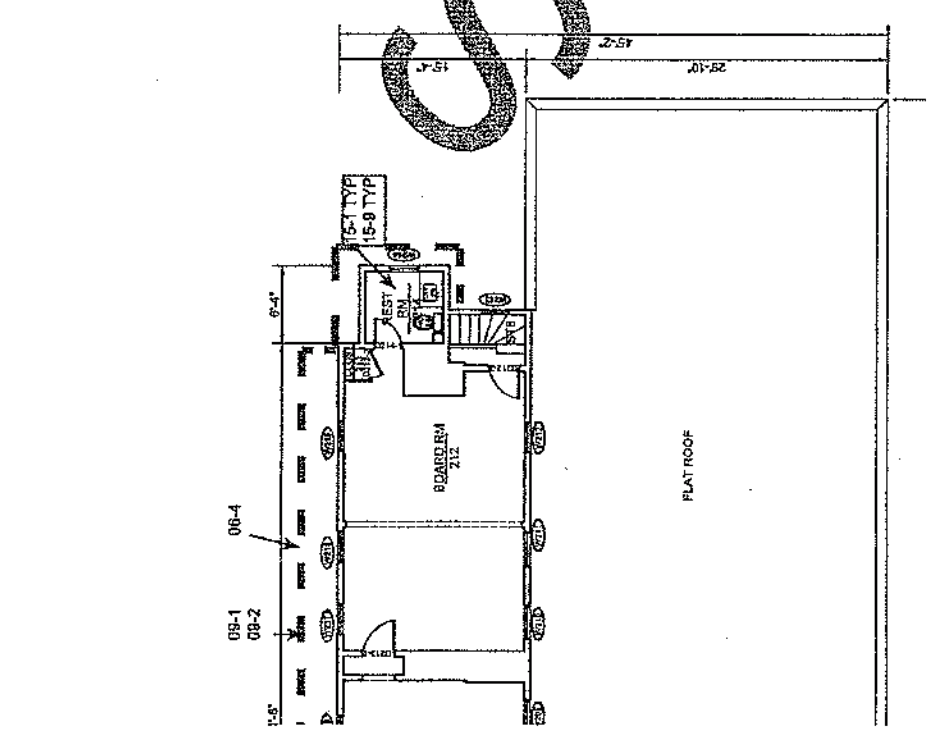
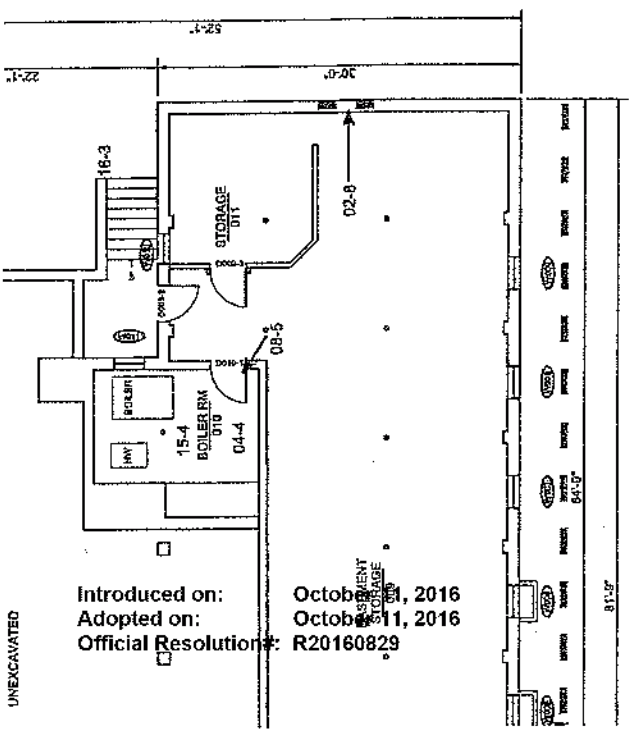
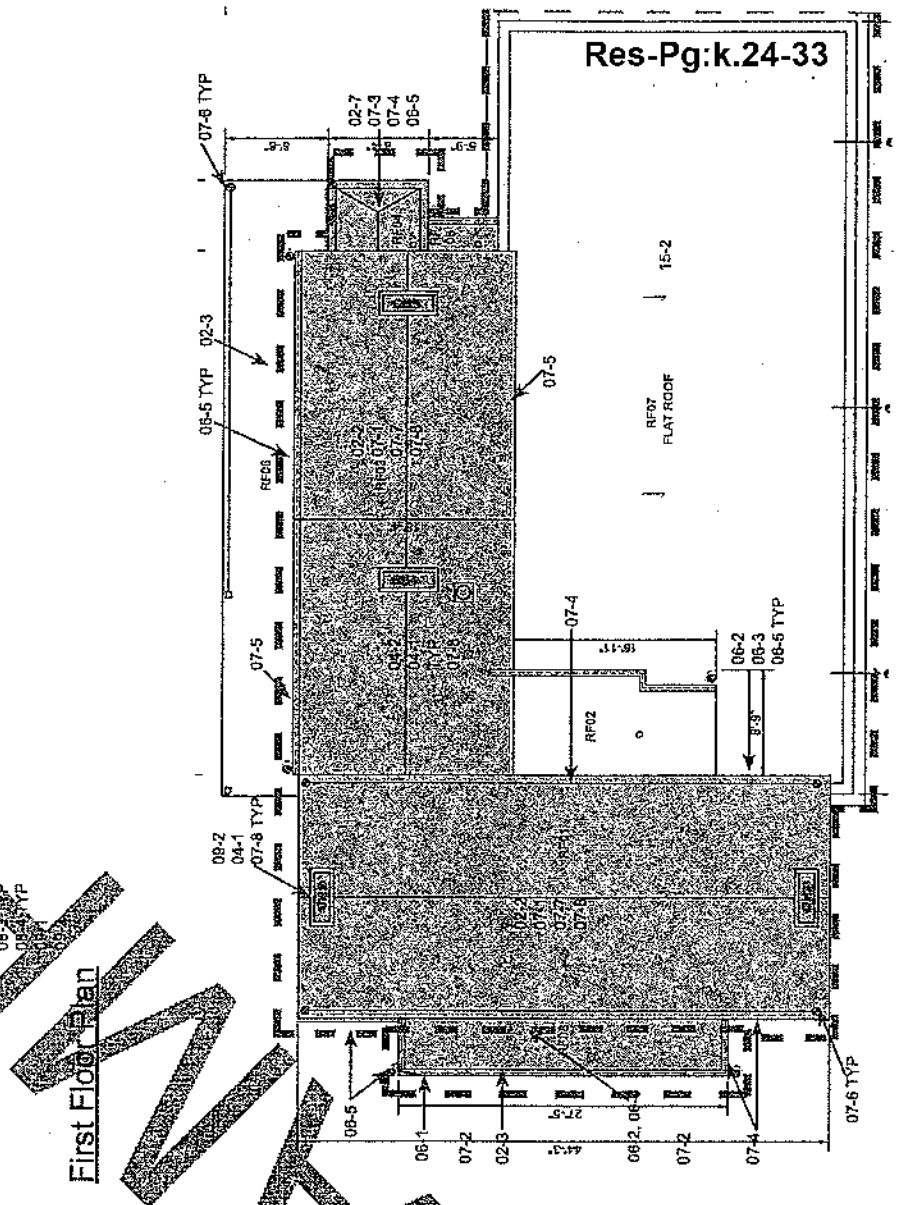
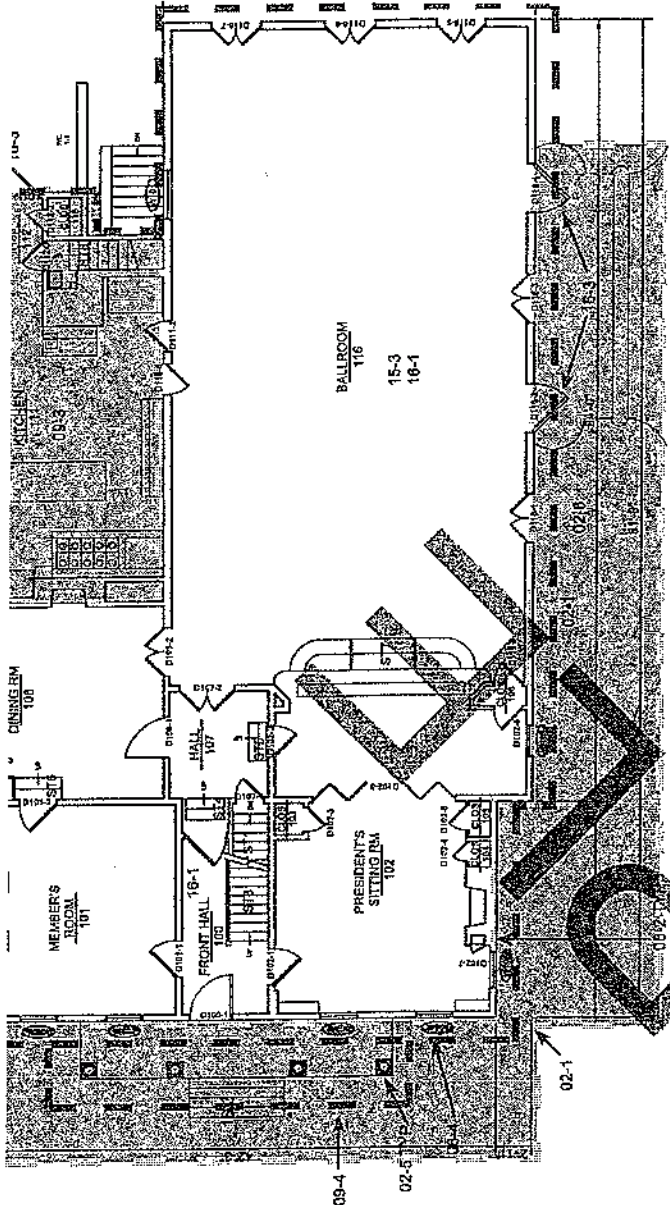
- 06-1 Repair north porch and replace rotten wood elements at balustrade.
- 06-2 Investigate structural condition of roof framing where severe water damage is visible.
- 06-3 Allow for roof framing repairs.
- 06-4 Strip all paint from clapboard on all elevations. Repair wood clapboard and trim, prep, prime, and paint.
- 06-5 Miscellaneous carpentry repairs, including soffits, fascias, brackets along cornices to RF01, RF03, RF06, RF08, RF05, and RF04.
- 06-6 Strip all paint from clapboard on Ballroom, southeast and southwest wings. Repair, prep, prime, and paint.

07 Thermal and Moisture Protection

- 07-1 Install new slate roof with proper substrate, assume existing battens can be reused. 50%
- 07-2 Replace the flat pan metal roof and install a new stainless steel flat pan metal roof on the north porch at Balcony RF08 and Roof RF06.
- 07-3 Remove existing built-up roof and install new stainless steel flat pan metal roof on the southeast addition wing RF04 and RF05.
- 07-4 Replace built-in gutters and associated reframing at RF01, RF04, and RF08.
- 07-5 Replace ½-round gutter with new at RF06, RF04, RF03 and RF06.
- 07-6 Install new downspout and 10' extension or splash pans. (13 locations)
- 07-7 Install attic insulation and vapor barriers as necessary.
- 07-8 Install all new stainless steel flashing at roofs and chimneys.

08 Doors and Windows

- 08-1 Repair and preserve basement windows. (9 locations)
- 08-2 Preserve all double hung wood windows on first floor (14 windows) and second floor (14 windows). Remove all paint and glazing putty. Replace broken or missing panes of glass, repair wood, re-putty, prime and paint window sash and frames interior and exterior. (No work on Ballroom French doors/windows)
- 08-3 Repair window chains on interior to restore windows to operable function.
- 08-4 Preserve shutters. Remove severely delaminated paint and make any necessary wood repairs. (25 pairs of shutters on north elevation)
- 08-5 Install new interior 1-hour fire rated door to the new west basement restroom.
- 08-6 Replace window with fixed sash and cover with new shutters.



UNEXCAVATED

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 Official Resolution: R20160829

First Floor Plan



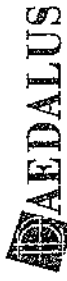
The Present Day Club
Princeton, NJ

CSI SUMMARY

ELEMENT	ESTIMATED COSTS		
	Immediate	Mid-term	Long-term
01-GENERAL REQUIREMENTS	\$82,844	\$76,662	\$38,948
02-SITWORK	\$14,520	\$3,243	
03-CONCRETE		\$14,530	
04-MASONRY	\$30,594		
05-METALS	\$1,823	\$3,243	\$4,998
06-WOOD	\$77,482	\$10,692	\$3,570
07-THERMAL & MOISTURE	\$203,108	\$82,025	
08-OPENINGS	\$55,041	\$30,034	\$90,183
09-FINISHES	\$9,417	\$113,230	\$67,520
10-MISCELLANEOUS		\$3,243	
15-FIRE SUPPRESSION			
15-PLUMBING	\$4,921	\$23,936	\$23,992
15-HVAC	\$38,486	\$133,433	\$166,229
16-ELECTRICAL	\$37,666	\$99,637	\$22,849
Estimated Construction Cost Total (including all markups)	\$555,900	\$593,911	\$418,289

SAMPLE

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 Official Resolution#: R20160829



The Present Day Club
Princeton, NJ

Restoration Details

Introduced
Adopted on
Official Resolution#:

ITEM	QUANTITY	UNIT	UNIT RATE	ESTIMATED COSTS		
				Immediate	Mid-term	Long-term
Design and Pricing, Profit and Escalation Markups as per Section 02 details above	21.5%			\$35,946		
Immediate Work starting prior to Fall 2015	29.7%				\$18,800	
Mid-term Work, 2016 - 2019	42.8%					
Long-term Work, 2020 - 2023						
07-THERMAL & MOISTURE TOTAL				\$203,108	\$82,025	
08-OPENINGS						
<i>Immediate Work</i>						
08-1 repair and preserve basement window - qty provided	14	EA	\$650.00	\$9,100		
08-2 preserve double hung wood window, replace broken/missing glass panels re-putty, strip paint, prime, paint - qty provided	28	OPEN	\$550.00	\$15,400		
08-3 repair window chains, make operable	28	OPEN	\$200.00	\$5,600		
08-4 preserve shutters, remove delaminated paint, repair wood - qty provided	25	OPEN	\$500.00	\$12,500		
08-5 install new 1-hr rated interior door; Boiler Room 010	1	LEAF	\$1,200.00	\$1,200		
08-6 replace window w/ fixed sash, add new shutters	1	OPEN	\$1,500.00	\$1,500		
<i>Mid-term Work</i>						
08-1 preserve wood French doors - qty provided; Ballroom	7	PR	\$1,500.00	\$10,500		
08-2 preserve exterior door to basement; D009-2	1	LEAF	\$500.00	\$500		
08-3 preserve main entrance door, remove screen; D100-1	1	LEAF	\$1,000.00	\$1,000		
08-4 replace window w/new double hung wood window - qty provided	3	OPEN	\$2,050.00	\$6,150		
08-5 restore set of double doors; Ballroom	2	PR	\$2,500.00	\$5,000		
<i>Long-Term Work</i>						
08-1 install new attic access hatch to RF01	1	LS	\$6,500.00		\$6,500	
08-2 preserve interior door and frame, repair hardware, strip, prep, prime and paint - qty provided	31	LEAF	\$1,150.00		\$35,650	
08-3 install new interior storm window - qty provided	21	OPEN	\$1,000.00		\$21,000	
Subtotal				\$45,300	\$23,150	\$63,150

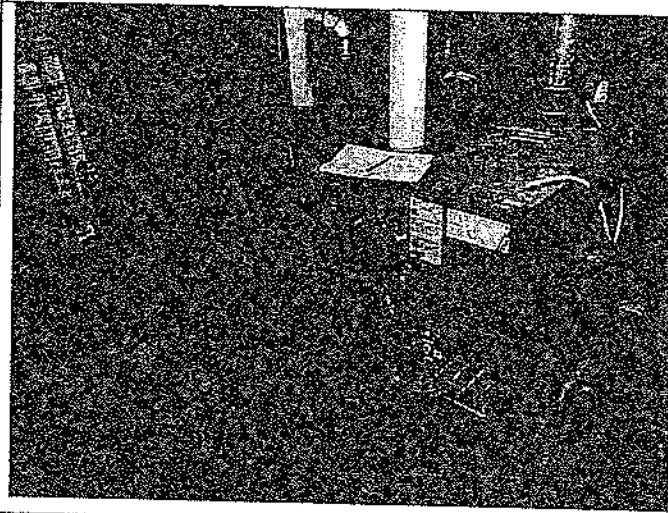


Fig. H-1- Heating Boilers

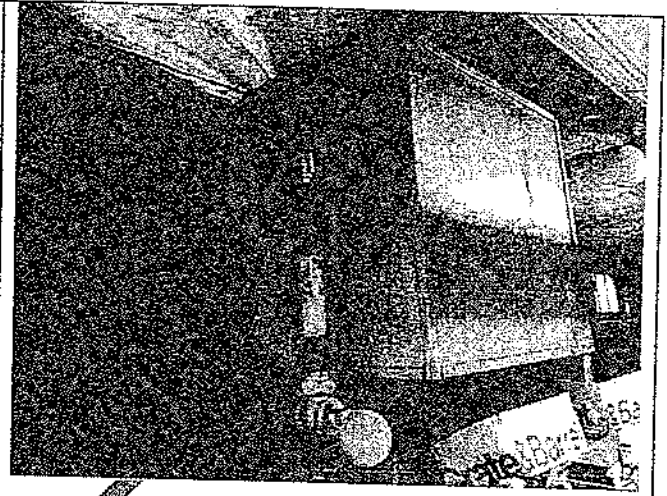


Fig. H-2 Steam plenum heating the Ballroom

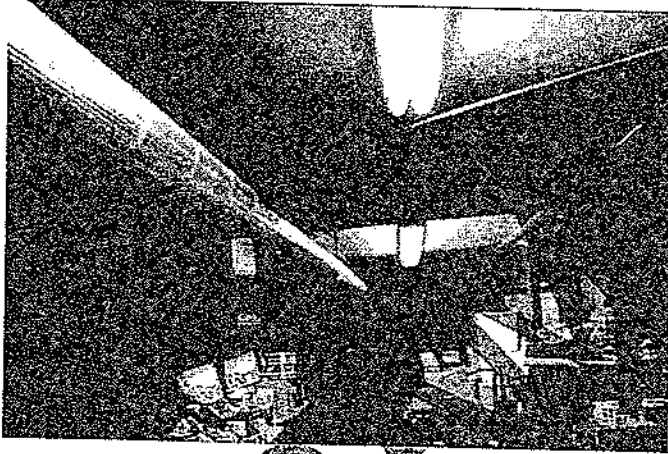


Fig. H-3- Duct connecting heating supply and return grilles in Ballroom.

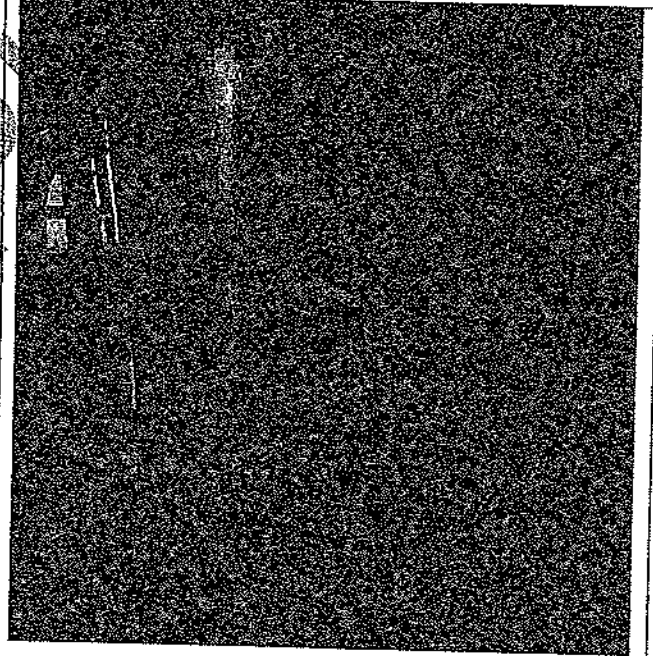


Fig. H-4- Steam radiator

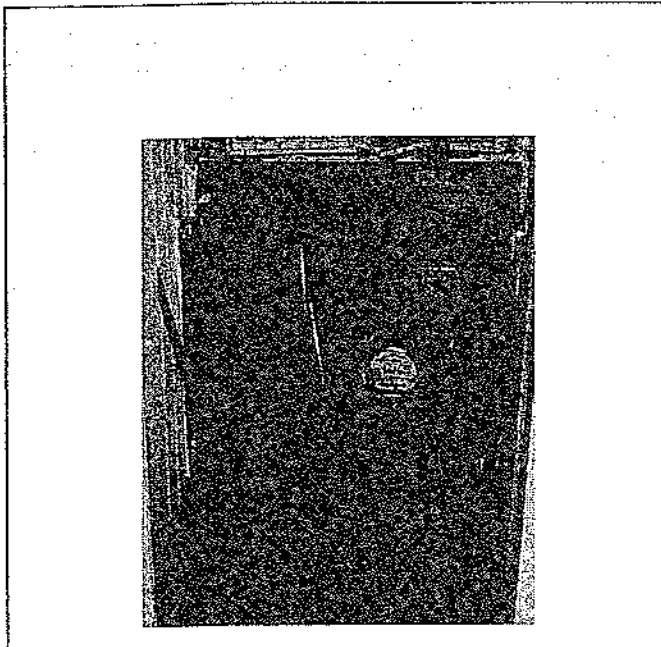


Fig. E-1- Electric Service Disconnect and Meter

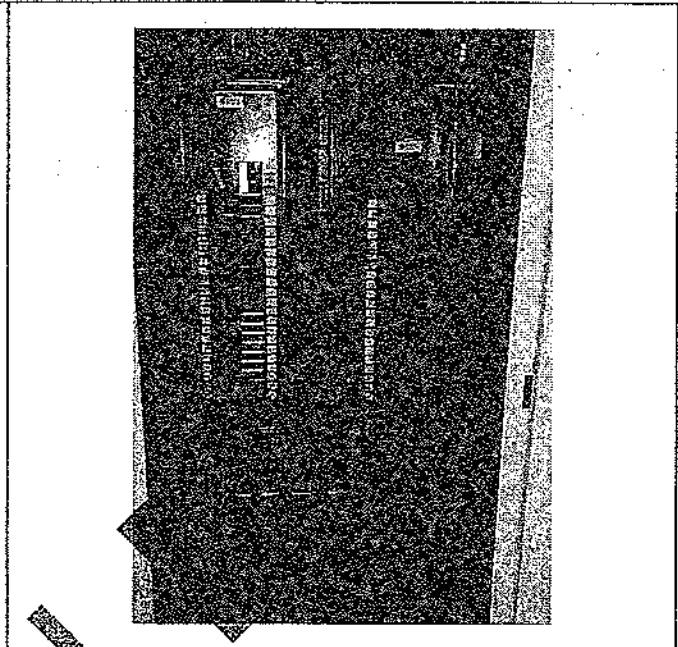


Fig. E-2- Electric Service Panels

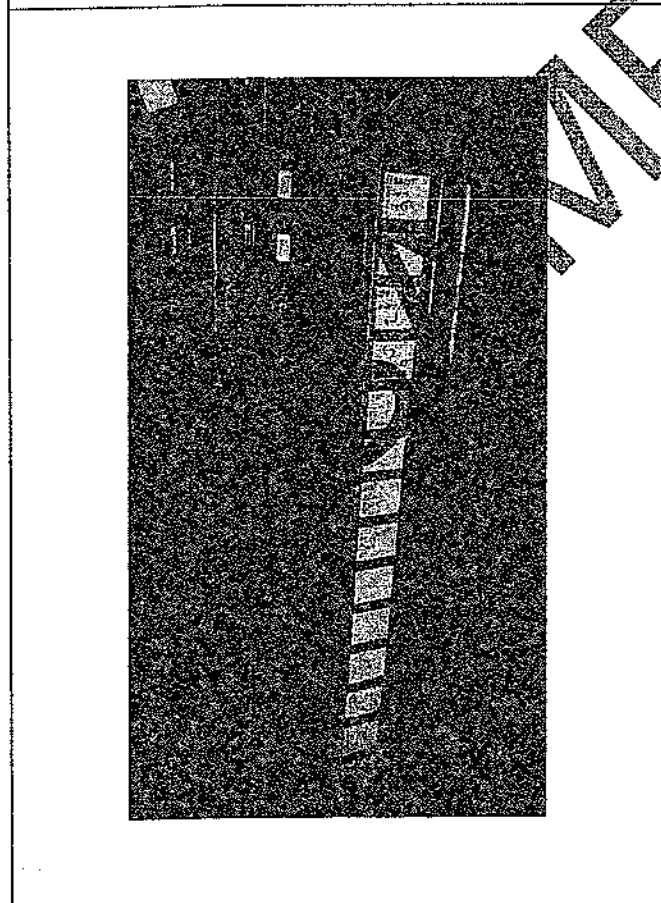


Fig. E-3 Electric Panel - Kitchen

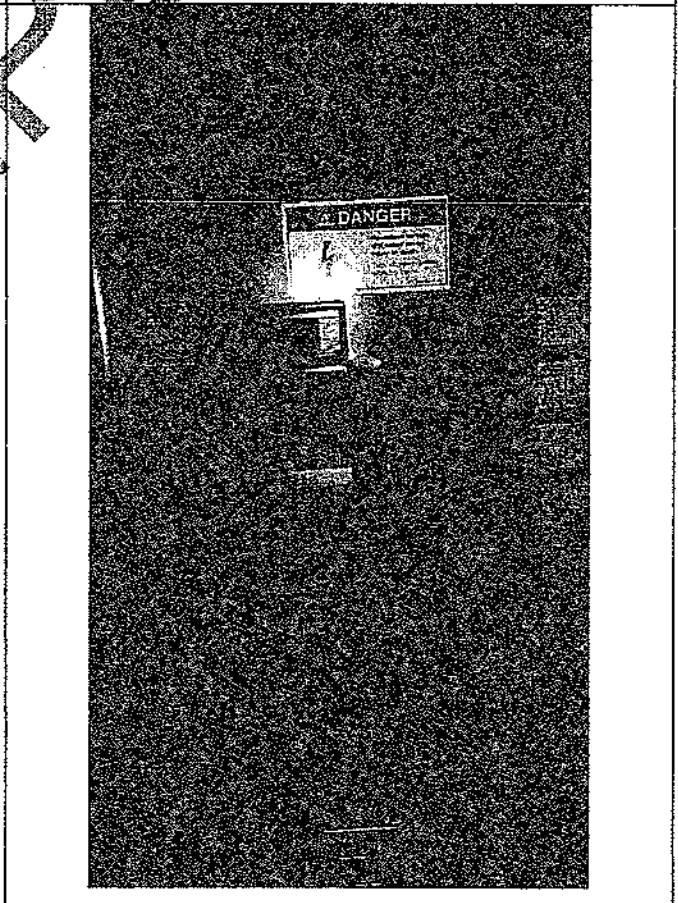


Fig. E-4 Electric Panel -Second Floor

Lavatories in rooms 007 and 210 are equipped with S-traps (*Fig. P-10*). The two lavatories in room 209 are equipped with drum traps (*Fig. P-9*). These types of traps are prohibited under the current plumbing code.

In Bath Room 202, the shower head was missing from the bathtub/shower. The bathtub appeared to be in poor condition at the drain (*Fig. P-12*).

Storm Drainage – The roof drainage system appears to be in fair condition. At the time of the site visit neither of the sump pumps located in rooms 008 or 009 were plugged in to their respective electrical outlets. Evidence of ground water intrusion (*Fig. P-6*) was observed in the basement and reported to occur with heavy rain or large amounts of snow melting.

Fire Protection – The kitchen fire suppression system is being maintained and in good condition.

The basement area does not appear to be considered a windowless story as defined by the New Jersey Uniform Fire Code.

Recommendations

Immediate: Sanitary Drainage – Continue regular maintenance of the grease interceptor.

Storm Drainage – Sump pumps should be maintained in proper operating condition and continue to be supplied with power at all times.

Exterior gutters and downspouts should be maintained to be kept free of debris and direct water away from the building foundation.

Plumbing Fixtures – The fixtures remaining in room 007 should be disconnected and removed if not intended to be used. Piping should be properly capped to avoid leaks and odors entering the building.

Faucets indicated to be leaking should be repaired or replaced.

Fire suppression – Continue regular maintenance of the kitchen exhaust hood fire suppression system.

Mid-term: Domestic Cold Water – If the cold water piping is or becomes prone to forming condensation on the outside of the pipe, provide minimum 1/2" thick insulation.

Domestic Hot Water – Insulate all hot water piping to meet current code requirements.

Storm Drainage – Provide sump pumps with high water alarms to provide an indication of when flooding may be imminent. If power outages are a problem as they are in other areas of Princeton, consider providing sump pumps with a battery back-up system.

Long-term: Domestic Hot Water – Replace the standard efficiency water heater with a high efficiency water heater for energy savings.

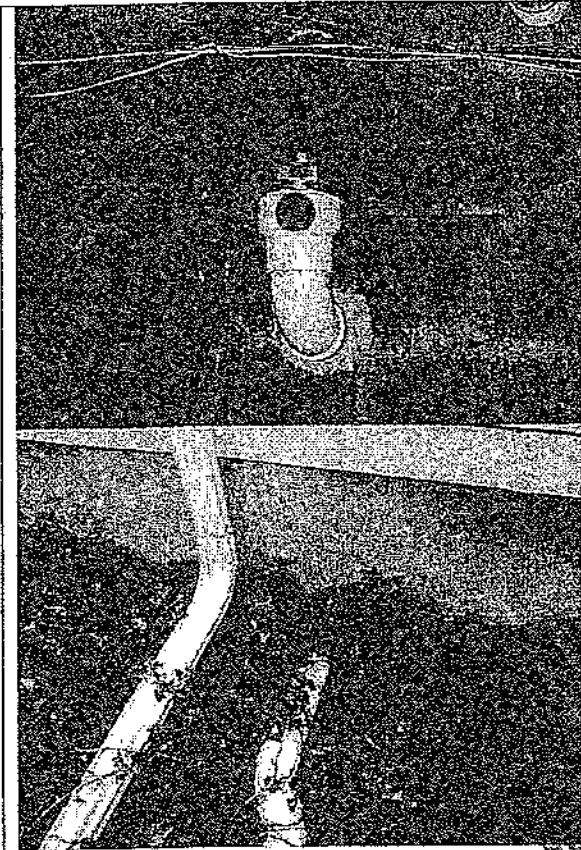


Fig. P-5- Storm Pipe Down In Wall and Out to Grade Room 009

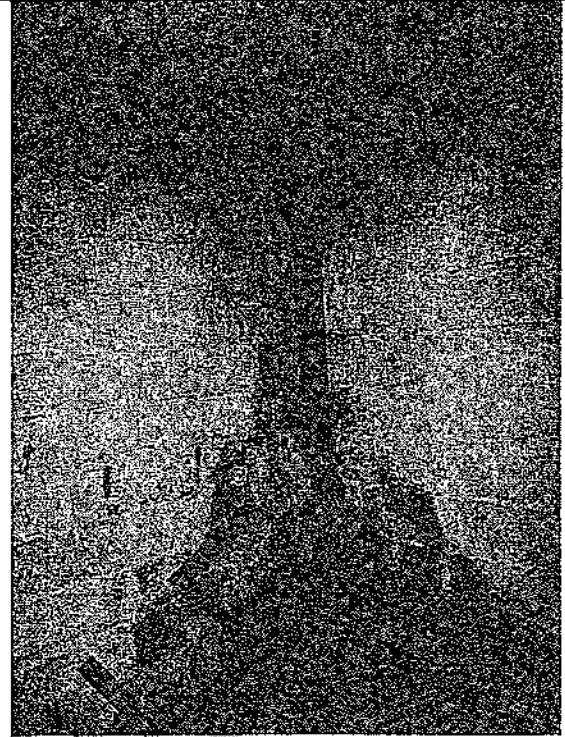


Fig. P-6 – Storm Piping Room 009



Fig. P-7- Water Heater

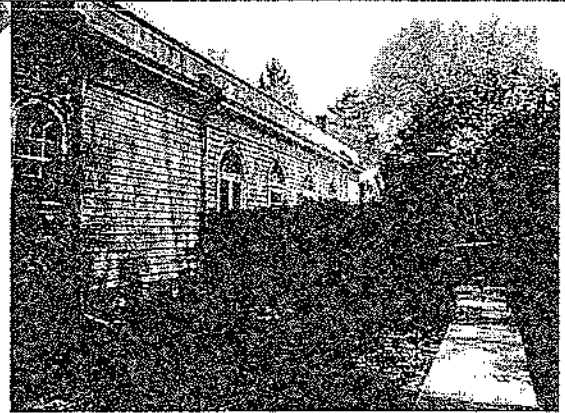


Fig. P-8 – Exterior Scuppers and Downspouts

**Condition Assessment Report for
The Woman's Club of Rutherford, Rutherford, New Jersey**

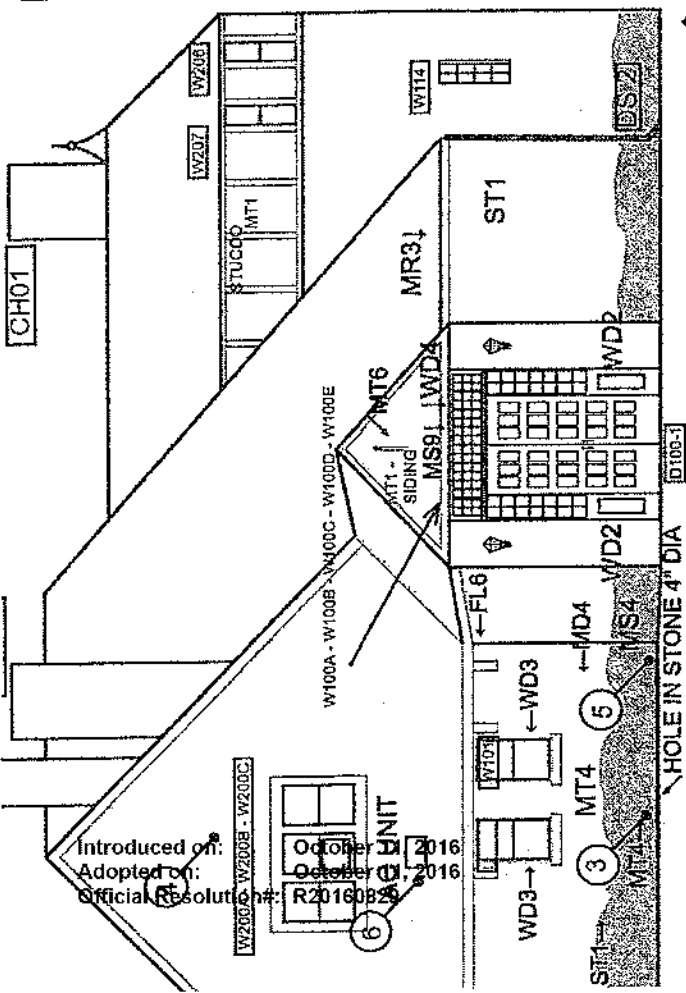
Electric

EL1: Surface mounted conduit

SUMMARY OF CONDITIONSExterior Envelope:

1. Excessive plant growth adjacent to the masonry walls has resulted in a large amount of biological growth and damage to the stone.
2. Uneven paving and obstructions along exit routes, especially along the East Elevation is a cause for safety concerns.
3. The brownstone walls, probably Belleville Quarry Brownstone have significant service deterioration. This is in large part a natural defect. In addition, there is biological growth and excessive hard mortars all causing stone failure.
4. Stone patching parging. Several areas along the east wall, the stone has been completely covered with a cementitious parging and is likely to have deteriorated severely.
5. Contemporary metal cladding is installed throughout the 2nd floor covering most of the original woodwork, including the exposed tudor style timbers. While the cladding has weathered and faded, it appears to be generally in good condition.
6. Woodwork. Very little wood is exposed. A large part remaining is at the entrance with some wood rot along the base and paint delamination.
7. Roofs:
 - a. All the roofs have been replaced with asphalt shingle, which has aged and has some significant black biological growth indicating that it is at the end of its life expectancy.
 - b. Flashing and gutters: Flashing, gutters, and downspouts are generally in fair to poor condition. Most of the gutters and downspouts have been replaced with aluminum. The stepped flashing at the chimneys is heavily painted with tar concealed all flashing. This is true of most stepped flashing areas, which have also had caulk added instead of mortar where they meet the stone or stucco walls. Gutters and downspouts appear to be undersized for the large roofs and are more in keeping with residential sized gutters. There was excessive water runoff during a rainstorm. We observed excessive water runoff over the masonry and walls during a rainstorm.
8. Openings:
 - a. Doors: Several openings have been altered where old carriage doors have been removed or emergency exit doors added. The wood is generally in fair condition with some rot along the base.
 - b. Windows: A few leaded lite windows remain at the entrance. Evidence suggests that many more windows were designed in this manner along the North Elevation. Historic photographs suggests that many more windows have this lead came work along the North Elevation. Some windows have been replaced with metal windows and others remain wood framed double-hung windows with wood muntin dividing the lights. These have weathered and storm windows have been added in front, which detracts from the character of the window.
9. Miscellaneous surface mounted conduits and AC units detract from the character of the building and are all surface mounted. Many are white on the brownstone walls.

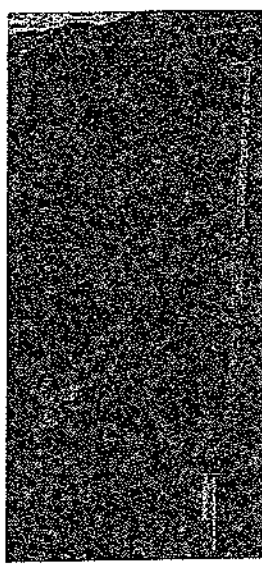
- Building elements
- W# = window
 - D# = door
 - CH# = chimney
 - DS# = downspout
 - Biological growth



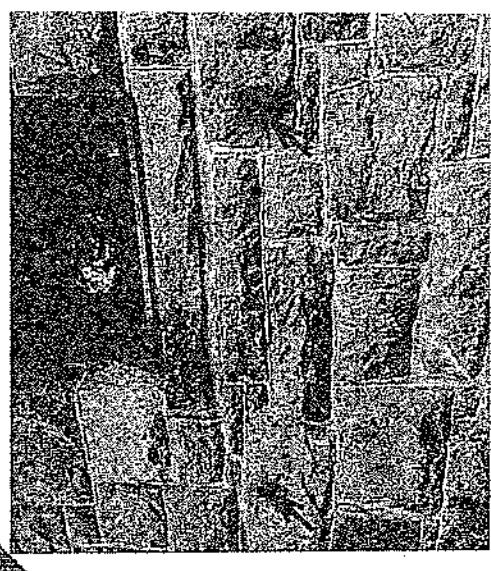
Introduced on: October 2016
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W200A-C are contemporary double-hung windows. W100B is partially blocked by an interior window. W200 is a contemporary double-hung window. W101 is a contemporary double-hung window, also partially blocked. W102 is completely blocked. W206 and W207 also contemporary double-hung windows.

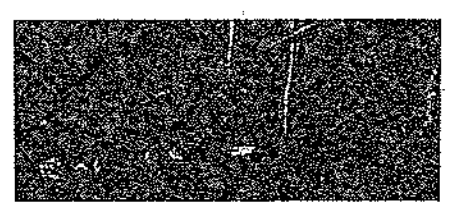
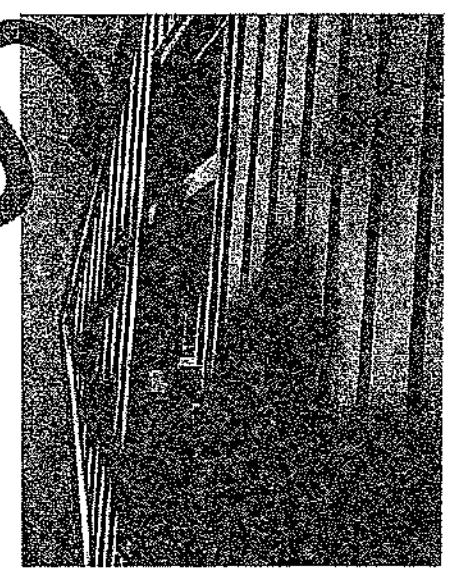
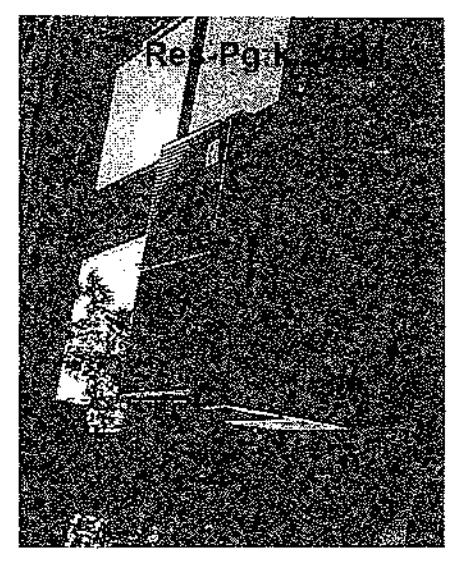
For door conditions, see A4.5.



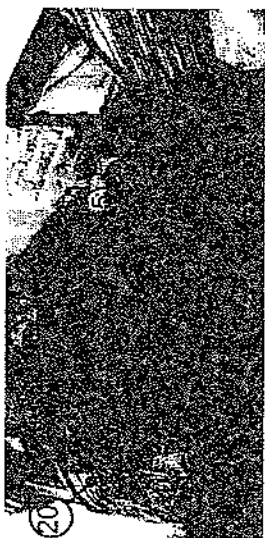
1. A4.1 WT11: Missing metal soffit at N-E corner of building. Exposed beaded board, probably original, with wood rot and corroded nails.



2. A4.1 MT4 & MT6: Original iron ring embedded in masonry, likely dating back to building's use as a stable. Iron is corroded and pitted, leaving rust stains on masonry.



WORKS



West elevation by round tower and chimney 01.



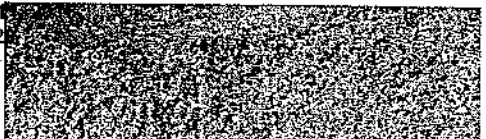
Introduced on: October 11, 2016

October 11, 2016
R2016082

aling

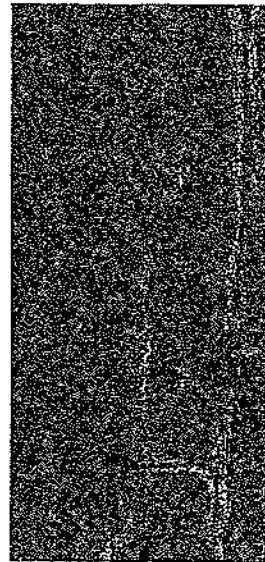


15. A4.6 ST12: Grey cementitious stone patch inappropriate, causing adjacent stone to fail.



ding plane
ling due to

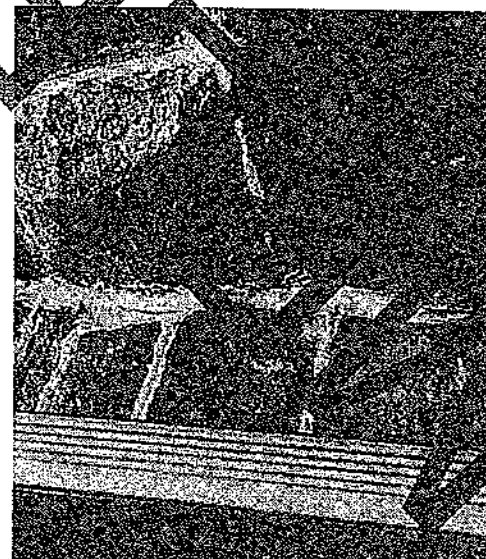
UT# - chimney
DS# = downspout



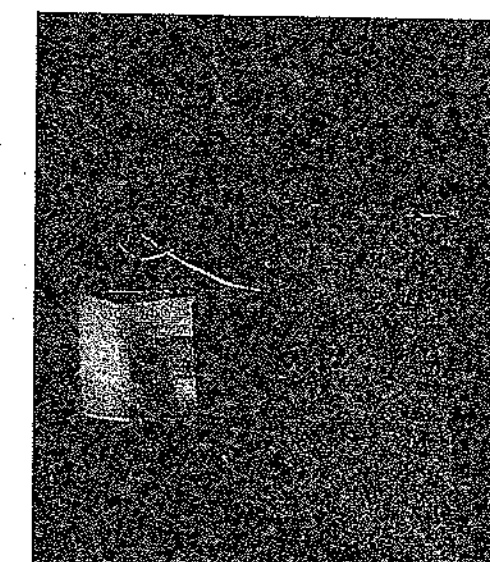
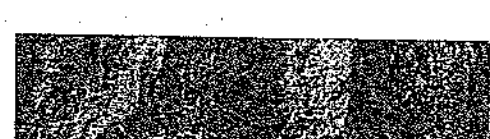
13. A4.6 ST1: Stone sill of window has been severely stained with black biological growth.

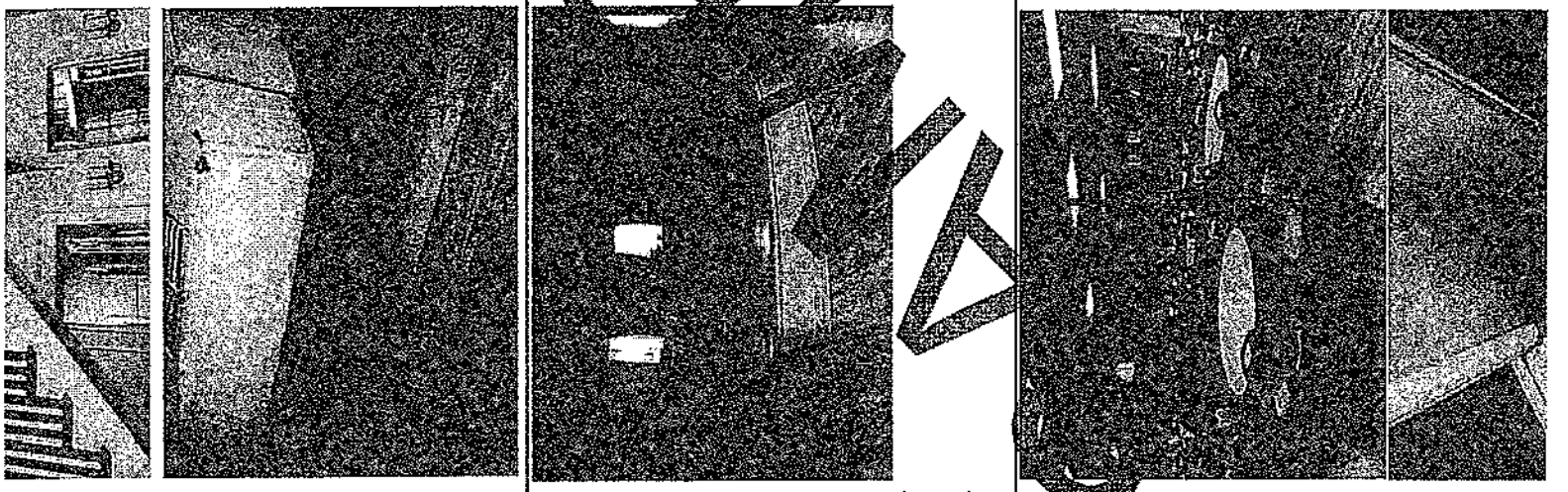
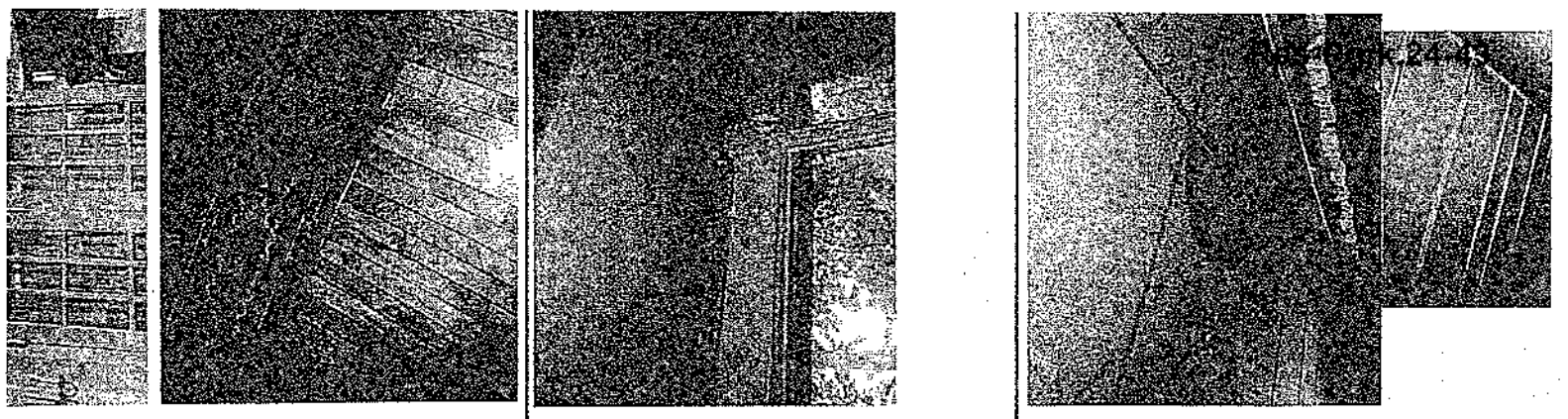


17. A4.6 WT6: Wood trim visible between brownstone and contemporary metal gutter.



16. A4.6 SM12: Sealant used at interior corner instead of mortar will cause the failure of surrounding stone.





board with wood dividing strips. The main two storey
 zonal shiplap painted boards (original). A supporting
 cony.
 id sash are 16 lites. Condition: F1 minor, F8 & O6.
 00-1 with textured patterned glass. Condition: The lead
 several F1 conditions. Condition: O6. Door D100-1 is a
 hardware on right leaf, old doorknob on operable leaf.
 ce of earlier Coring manufacturers. Condition: F1 and
 each doors with a large transom light above. Condition:
 try.
 from the floor ceiling, old but in fair condition.
 n installed. Small mailbox installed in paneling on the
 ; property of the fabric in the space is original to the
 ling.

Stage Area
 pine, but possibly chestnut, a raised platform with bull
 quarter round running around the perimeter. Condition:
 raight walls have a painted square cut chair rail that
 room 102. Condition: F8.
 ceiling tile. Above the suspended ceiling is a painted
 wood framing with cross bracing, probably the original
 and hopper windows with original hardware and an exte-
 5- both windows.
 lighting track with two spotlights. The front stage foot
 ave been varnished shut.
 wood steps and a handrail on the North side. The front
 s. Condition: F2.

Auditorium
 east-west throughout this area has been refinished and
 this is possibly a concrete floor with wood sleepers (an-
 tent). Baseboard- Finished with a natural wood quarter
 along the East wall. Condition: F6 & F5 severe in south-
 ter round south wall.
 covered corner edges to window and door openings.
 w chair rail, especially along the East wall chair rail.
 ghout except W110, an old entrance door.
 ceiling tile. Same as Stage 101. Condition: CT2 at the
 nfill to an old door opening. The wood sash are 6 lite
 minor, O7 in Window A, W112 O7- 1 lite, hopper wood
 lite hopper windows with typical Conditions F1, F8
 ash installed to improve noise control, all windows.
) with additional recessed down lights.
 mounted. Two cast iron columns

**Condition Assessment Report for
The Woman's Club of Rutherford, Rutherford, New Jersey**

IV ASSESSMENT OF EXISTING CONDITIONS

The purpose of this section is to describe in some detail the deteriorated conditions observed on the exterior and interior of the Woman's Club of Rutherford. The focus is on architectural building fabric conditions and the integration of information provided by the professional team. The intent is to provide the reader with a holistic assessment of the conditions observed overlaid with the historic research and condition assessments completed by other team members. Structural conditions are described in greater detail in Section VII Appendix A prepared by James P. Huffman, PE, and Mechanical, Electrical and Plumbing and Fire Protection by Princeton Engineering Group, LLC in Appendix B.

The exterior conditions are shown on elevation drawings and referenced to condition codes. Each elevation sheet includes close up condition photograph pages which explain the conditions observed. The interior conditions are shown on plans with views for each room and close up photographs describing the conditions found on the floors, walls, ceilings, and other architectural fabric as necessary. Refer to Drawings A-4.0-A-4.10 for the exterior condition assessments and Drawings A-4.11 to A-4.16 for the interior condition assessments completed for each room.

Annabelle Radcliffe-Trenner, Graham Caflisch and Luke Hamel from Historic Building Architects, LLC conducted the architectural condition assessment survey during several site visits in June and July 2016. The project team assessment was completed by Princeton Engineering Group, LLC on 7/7/2016 and by James P. Huffman, PE on September 20th 2016. The Preservation Recommendations in Section V describe the appropriate work necessary to correct the deteriorated conditions, and Section VI provides the costs based on the recommended phasing.

CONDITION KEY CODES (Used on Drawings)

02 Site Work

- SW1: Excessive plant growth adjacent to building
- SW2: Planting too close to foundation walls
- SW3: Grading causing drainage to collect adjacent to building
- SW10: Pavers settled, broken, loose, or missing (minor)

04 Masonry

Brick

- BR5: Tar applied to brick

Mortar

- MR2: Contemporary hard mortars causing failure of masonry
- MR3: Open joints and missing mortar
- MR4: Sealant used in mortar joints
- MR5: Failed and cracked mortar
- MR7: Stucco cracked, less than ¼"

Introduced on: October 11, 2016

Adopted on: October 11, 2016

Official Resolution: R20160823
Assessment of Existing Conditions - The Woman's Club of Rutherford, Rutherford, NJ
Historic Building Architects, LLC

95% Draft - August 26th 2016
Section IV - Page 1 of 5

Stone

- ST1: Biological growth
- ST2: White efflorescent staining
- ST3: Tar or caulking applied to stone
- ST6: Heavy carbon soiling on masonry
- ST8: Cracked stone (minor)
- ST9: Stone abraded, worn, chipped, or weathered
- ST10: Minor surface delamination
- ST11: Contemporary patch
- ST12: Structurally unstable stone

05 Metals

- MT1: Contemporary metal repairs
- MT2: Surface paint delamination and minor corrosion
- MT3: Surface corroded
- MT4: Metal hardware embedded in stone
- MT5: Severe corrosion
- MT6: Open wood joints

06 Wood

- WT3: Paint delamination
- WT6: Open wood joints
- WT9: Rotten wood from water damage
- WT10: Split, rotten, damaged or missing structural wood
- WT11: Missing trim or wood framework

07 Thermal and Moisture Protection

Roofs

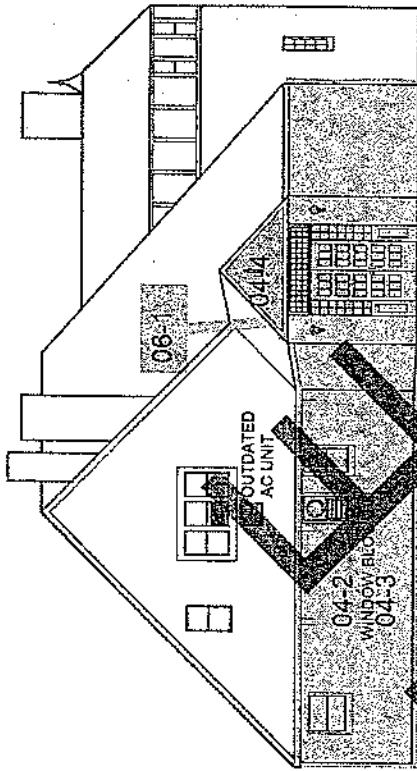
- R1: Biological growth
- R2: Tar applied to roofing material
- R4: Deteriorated contemporary roof covering, especially at seams
- R6: Deteriorated surface on asphalt shingles

Flashing

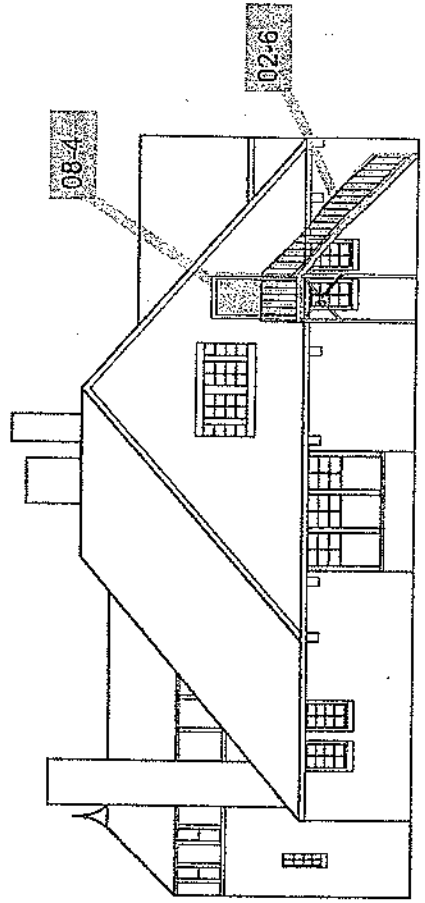
- FL2: Tar applied to flashing
- FL3: Downspouts not connected to below grade drain or extension
- FL4: Water saturation at base of downspout
- FL6: Downspout or gutter missing
- FL9: Leaking and failed gutters and downspouts (holes and/or open seams)
- FL13: Undersized gutter

08 Openings

- WD2: Paint delamination
- WD3: Blocked, broken, or cracked window
- WD4: Failed joint between window/door and masonry
- WD9: Failed glazing putty

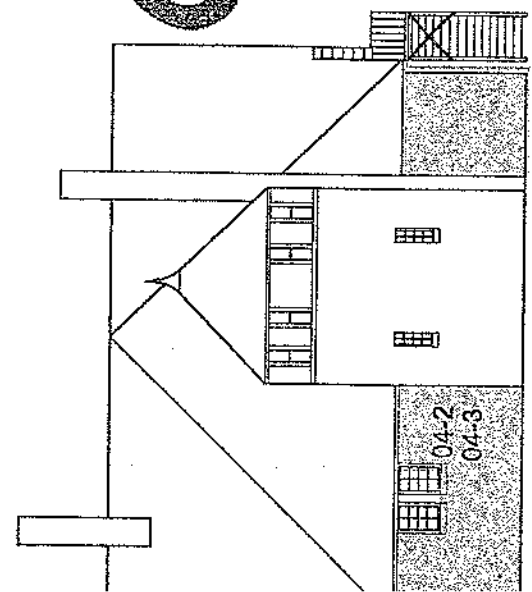
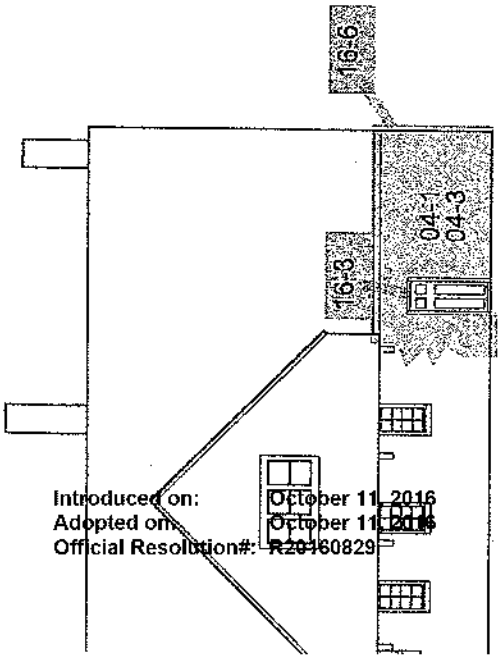


NORTH ELEVATION



SOUTH ELEVATION

PERMITS



Introduced on: October 11, 2016
 Adopted on: October 11, 2016
 Official Resolution#: R20160829



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

September 27, 2016

Board of Chosen Freeholders
Administration Building
401 Grand Street
Paterson, New Jersey 07505

**Re: Condition Assessment Reports
Passaic County Rea House Goffle Brook Park
Passaic County Vanderhoeff House Weasel Brook Park
Award of Consulting Services – Historic Architects LLC**

Members of the Board.

The following proposals were submitted to the Engineering Department for review and consideration for the preparation of condition assessment reports and supporting documents for the Rea House and the Vanderhoeff House. The Rea House located in Goffle Brook Park is on the National Register of Historic Places. The Vanderhoeff House located in Weasel Brook Park is being considered for historic review. Proposals were submitted by Historic Architects LLC, John Milner Architects and the firm of Clarke, Caton and Hintz. After reviewing proposals from Historic Architects LLC, John Milner Associates and Clarke, Caton and Hintz, Historic Architects LLC had the lowest fee out of the three proposals submitted.

Clarke, Caton and Hintz total fee was \$51,950.00. John Milner Architects total fee was \$34,025.00. Historic Architects LLC total fee was \$29,000.00. Reimbursables were incorporated into all fees.

Historic Architects LLC had the lowest price.

The above referenced matter was discussed at the Public Works Committee meeting on September 26, 2016 and an award of contract to Historic Architects LLC is recommended to the full Board. Copy of Historic Architects LLC proposal is attached.

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160829

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC TO ACCEPT A \$5,461,713.00 AWARD FROM THE NORTH JERSEY TRANSPORTATION PLANNING AUTHORITY FOR THE HIGH FRICTION SURFACE TREATMENT PROJECT IN VARIOUS MUNICIPALITIES THROUGHOUT PASSAIC COUNTY AND TO SIGN AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THIS PROJECT, 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#		R20160830					
Meeting Date		10/11/2016					
Introduced Date		10/11/2016					
Adopted Date		10/11/2016					
Agenda Item		k-25					
CAF #							
Purchase Req. #							
Result		Adopted					
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC TO ACCEPT A \$5,461,713.00 AWARD FROM THE NORTH JERSEY TRANSPORTATION PLANNING AUTHORITY FOR THE HIGH FRICTION SURFACE TREATMENT PROJECT IN VARIOUS MUNICIPALITIES THROUGHOUT PASSAIC COUNTY AND TO SIGN AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THIS PROJECT

WHEREAS the Board of Chosen Freeholders of the County of Passaic by Resolution R-2016-0467 dated June 14, 2016 approved the plans and specifications for the North Jersey Transportation Planning Authority (NJTPA) High Friction Surface Treatment Project in various municipalities throughout Passaic County (Federal Project No. HSP-C00S(947)CON) and authorized the advertisement and receipt of bids for this Project; and

WHEREAS the New Jersey Department of Transportation (NJDOT), acting as the administrator of this Project, has also approved the plans and specifications, as well as construction inspection, and has awarded \$5,461,713.00 to the County of Passaic for said Project;

WHEREAS this matter was reviewed by the Freeholder Committee for Public Works and Buildings & Grounds by e-mail who recommended that the County of Passaic accept this award and authorize an agreement with the NJDOT for this Project.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby accepts the above-mentioned award for the High Friction Surface Treatment Project in various municipalities throughout Passaic County (Federal Project No. HSP-C00S(947)CON) from the North Jersey Transportation Planning Authority.

BE IT FURTHER RESOLVED that the Director and Clerk of the Board be authorized to execute the necessary agreement with the New Jersey Department of Transportation on behalf of the County of Passaic.

October 11, 2016



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

September 28, 2016

Board of Chosen Freeholders
Passaic County Administration Building
401 Grand Street
Paterson, New Jersey 07505

Reference: High Friction Surface Treatment
Various Municipalities
Federal Project No. HSP-C00S(947)CON

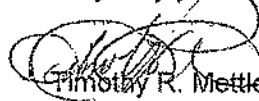
Members of the Board:

The North Jersey Transportation Planning Authority has awarded \$5,461,713.00 for the High Friction Surface Treatment Project in various municipalities in Passaic County. New Jersey Department of Transportation, acting as the administrator of this project, has approved plans and specifications for the project, as well as construction inspection.

The Public Works and Buildings & Grounds Committee has, by email, approved the recommendation that the County of Passaic accept this award and authorize the Freeholder Director to execute an agreement with NJDOT for this project.

Therefore, we recommended that the Board of Chosen Freeholders ADOPT a RESOLUTION authorizing the Director of the Board and the Clerk to the Board to sign said application in behalf of the full Board.

Very truly yours,


Timothy R. Mettlen, P.E.
Assistant County Engineer

TRM

cc: County Administrator
County Counsel
Finance Director
Chairman, Public Works Committee

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160830

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC TO ACCEPT A \$889,172.00 AWARD FROM THE NORTH JERSEY TRANSPORTATION PLANNING AUTHORITY FOR THE CENTERLINE RUMBLE STRIPS PROJECT IN VARIOUS MUNICIPALITIES THROUGHOUT PASSAIC COUNTY AND TO SIGN AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THIS PROJECT, 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#		R20160831					
Meeting Date		10/11/2016					
Introduced Date		10/11/2016					
Adopted Date		10/11/2016					
Agenda Item		k-26					
CAF #							
Purchase Req. #							
Result		Adopted					
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC TO ACCEPT A \$889,172.00 AWARD FROM THE NORTH JERSEY TRANSPORTATION PLANNING AUTHORITY FOR THE CENTERLINE RUMBLE STRIPS PROJECT IN VARIOUS MUNICIPALITIES THROUGHOUT PASSAIC COUNTY AND TO SIGN AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THIS PROJECT

WHEREAS the Board of Chosen Freeholders of the County of Passaic by Resolution R-2016-0465 dated June 14, 2016 approved the plans and specifications for the North Jersey Transportation Planning Authority (NJTPA) Centerline Rumble Strips Project in various municipalities throughout Passaic County (Federal Project No. HSP-C00S(948)CON) and authorized the advertisement and receipt of bids for this Project; and

WHEREAS the New Jersey Department of Transportation (NJDOT), acting as the administrator of this Project, has also approved the plans and specifications, as well as construction inspection, and has awarded \$889,172.00 to the County of Passaic for said Project;

WHEREAS this matter was reviewed by the Freeholder Committee for Public Works and Buildings & Grounds by e-mail who recommended that the County of Passaic accept this award and authorize an agreement with the NJDOT for this Project.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby accepts the above-mentioned award for the Centerline Rumble Strips Project in various municipalities throughout Passaic County (Federal Project No. HSP-C00S(948)CON) from the North Jersey Transportation Planning Authority.

BE IT FURTHER RESOLVED that the Director and Clerk of the Board be authorized to execute the necessary agreement with the New Jersey Department of Transportation on behalf of the County of Passaic.

October 11, 2016



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

September 28, 2016

Board of Chosen Freeholders
Passaic County Administration Building
401 Grand Street
Paterson, New Jersey 07505

Reference: Centerline Rumble Strips
Various Municipalities
Federal Project No. HSP-C00S(948)CON

Members of the Board:

The North Jersey Transportation Planning Authority has awarded \$889,172.00 for the Centerline Rumble Strips Project in various municipalities in Passaic County. New Jersey Department of Transportation, acting as the administrator of this project, has approved plans and specifications for the project, as well as construction inspection.

The Public Works and Buildings & Grounds Committee has, by email, approved the recommendation that the County of Passaic accept this award and authorize the Freeholder Director to execute an agreement with NJDOT for this project.

Therefore, we recommended that the Board of Chosen Freeholders ADOPT a RESOLUTION authorizing the Director of the Board and the Clerk to the Board to sign said application in behalf of the full Board.

Very truly yours

A handwritten signature in black ink, appearing to read "Timothy R. Mettlen".

Timothy R. Mettlen, P.E.
Assistant County Engineer

TRM

cc: County Administrator
County Counsel
Finance Director
Chairman, Public Works Committee

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160831

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director 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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION FOR AWARD OF CONTRACT TO MANOR II ELECTRIC INC. AS IT PERTAINS TO THE PASSAIC COUNTY SHERIFF'S HEADQUARTERS STANDBY GENERATOR INSTALLATION PROJECT IN THE TOWNSHIP OF WAYNE, 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#	R20160832						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date							
Agenda Item	k-27						
CAF #	C-04-55-925-000-901						
Purchase Req. #							
Result	No Motion / No Second / Failed						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓						
Bartlett	✓						
Duffy	✓						
James	✓						
Lazzara	✓						
Lepore	✓						
Lora	✓						

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

Dated: October 12, 2016

Res. Pg. k. 27-2

**RESOLUTION FOR AWARD OF CONTRACT TO MANOR II
ELECTRIC INC. AS IT PERTAINS TO THE PASSAIC COUNTY
SHERIFF'S HEADQUARTERS STANDBY GENERATOR
INSTALLATION PROJECT IN THE TOWNSHIP OF WAYNE,
NEW JERSEY AS PER BID**

WHEREAS bids for the Passaic County Sheriff's Headquarters Standby Generator Installation Project in the Township of Wayne, NJ were received on September 21, 2016; and

WHEREAS the bids were reviewed and tabulated by the Office of the Passaic County Engineer; and

WHEREAS Manor II Electric Inc. submitted a bid for the above-mentioned project and the County Engineer has recommended an award in the sum of \$660,000.00 as per the terms of the attached letter dated September 28, 2016 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 September 26, 2016 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 Passaic County Sheriff's Headquarters Standby Generator Installation Project in the Township of Wayne, NJ as noted above to Manor II Electric Inc. in the amount of \$660,000.00; and

BE IT FURTHER RESOLVED that the Director, Clerk of the Board and County Counsel are authorized to execute all

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$660,000.00

APPROPRIATION: \$233,844.84 – C-04-55-925-000-901
\$426,155.16 – C04-55-140-001-908

PURPOSE: Resolution for award of contract to Manor II Electric Inc. as it pertains to the Passaic County Sheriff's HQ Stand by generator installation project in the Township of Wayne NJ


Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

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

September 28, 2016

Board of Chosen Freeholders
Passaic County Administration Building
401 Grand Street
Paterson, New Jersey 07505

PROJECT: Passaic County Sheriff's Headquarters
Standby Generator Installation
Township of Wayne, NJ
AWARD OF CONSTRUCTION CONTRACT

Dear Members of the Board:

Bids for the construction of the above referenced project were received on September 21, 2016. The project involves installation of a new 600kw diesel generator, installation of an existing 200kw diesel generator, construct new switchgear room, installation of new switchgear and support equipment, installation of new diesel fuel storage tanks and installation of new louver vents and doors for the existing generator bldg. for the Passaic County Sheriff's Headquarters in Wayne NJ.

Four (4) bidders submitted bids. The following is a summary of the bids received:

<u>Name of Bidder</u>	<u>Amount</u>
1. Manor II Electric Inc. 3 Ardsley Ct. Holmdel, NJ 07733	\$660,000.00
1. Post & Kelly Electric Co. Inc. P.O. Box 109 Hawthorne, NJ 07507	\$1,043,000.00
2. ACI Electrical Contractor Inc. 604 Pine Ave Saddle Brook, NJ 07663	\$1,083,700.00
3. Multi-Phase Electrical Services Inc. 15 William St. Closter, NJ 07624	\$1,119,810.82

The lowest bid received was from Manor II Electric Inc.

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution awarding a contract to Manor II Electric Inc. in the amount of \$660,000.00 for the Passaic County Sheriff's Headquarters Standby Generator Installation 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_f\My Documents\PC Sheriff Office and HQ\Sheriff HQ Generator\Bid Docs C-16-021\Bid Opening 9-21-16\BCF_Award_2016_09_27.docx

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION FOR CHANGE ORDER #1 FOR DTS SERVICES, LLC AS IT PERTAINS TO THE WEASEL BROOK PARK IMPROVEMENTS – PHASE I IN THE CITY OF CLIFTON, 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#	R20160833						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-28						
CAF #	C-04-55-129-001-906						
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

RESOLUTION FOR CHANGE ORDER #1 FOR DTS SERVICES, LLC AS IT PERTAINS TO THE WEASEL BROOK PARK IMPROVEMENTS – PHASE I IN THE CITY OF CLIFTON, NEW JERSEY

WHEREAS a contract was awarded to DTS Services, LLC for the project known as the Weasel Brook Park Improvements – Phase I in the City of Clifton, New Jersey; and

WHEREAS it is now necessary that a change order be made reflecting a net increase in the contract amount due to field changes, as evidenced in attached letter dated September 27, 2016; and

WHEREAS this matter was discussed and reviewed by the Freeholder Committee for Public Works and Buildings & Grounds at a meeting on September 26, 2016 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. 1 in connection with the above-mentioned project and recommended for approval by the Office of the Passaic County Engineer by letter dated September 27, 2016 and attached hereto, be and the same is hereby approved:

1. DESCRIPTION AND VALUE OF CHANGE

See September 27, 2016 letter attached hereto

Addition	\$ 3,751.00
----------	-------------

REASON FOR CHANGE

See September 27, 2016 letter attached hereto

2. STATEMENT OF CONTRACT AMOUNT

Original Contract Amount		\$ 1,195,552.31
Previous Additions		\$ -0-
Total		\$ 1,195,552.31
Previous Deductions		\$ -0-
Net Prior to This Change		\$ 1,195,552.31
Amount of This Change	Add	\$ 3,751.00
Contract Amount to Date		\$ 1,199,303.31

October 11, 2016

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$3,751.00

APPROPRIATION: C-04-55-129-001-906

PURPOSE: Resolution for change order #1 for DTS services, LL
as it pertains to the Weasel Brook Park
Improvements-Phase I in the city of Clifton, NJ



Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

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

September 27, 2016

Board of Chosen Freeholders
Passaic County Administration Building
401 Grand Street
Paterson, NJ 07505

PROJECT: Weasel Brook Park Improvements – Phase I
Weasel Brook Park
City of Clifton
CHANGE ORDER #1

Members of the Board:

Attached for your Approval is Change Order #1 to be issued to the Contractor, reflecting a net increase in the contract amount due to field changes.

The total net amount of the increase is \$3,751.00, resulting in a new contract amount of \$1,199,303.31.

The above-mentioned Change Order was reviewed and recommended for Approval by the Public Works and Buildings & Grounds Committee at their meeting of September 26, 2016.

Therefore, I recommend the Board of Chosen Freeholders ADOPT the necessary RESOLUTION to APPROVE this issue CHANGE ORDER #1 to the Contractor, DTS Services, LLC, of Hawthorne, New Jersey in the amount of \$3,751.00 (Three Thousand Seven Hundred Fifty One Dollars and Zero Cents), which results in an increase to the adjusted Contract amount. The total contract amount up and including Change Order #1 is \$1,199,303.31.

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: October 11, 2016
Adopted on: October 11, 2016
Official Resolution #: R20160833
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: 9/26/2016

PROJECT TITLE: Weasel Brook Park Improvements - Phase I

LOCATION: Weasel Brook Park, Clifton, NJ

DATE OF CONTRACT: June 14, 2016

OWNER: PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS

CONTRACTOR: DTS Services, LLC

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>					
1	Field Office, Type 'C' Set-Up	1	L.S.	\$10,000.00	\$10,000.00
2	Field Office, Type 'C' Maintenance	5	Month	\$2,000.00	\$10,000.00
3	Performance Bond and Payment Bond	0.33745	L.S.	\$20,000.00	\$6,749.00
TOTAL DEDUCTIONS					<u>\$26,749.00</u>
<u>ADDITIONS - SUPPLEMENTAL CONTRACT PAY ITEMS</u>					
29	Bench, 6' Long	3	Unit	\$3,500.00	\$10,500.00
S-01	Tree Removal and Tree Trimming	1	L.S.	\$20,000.00	\$20,000.00
TOTAL ADDITIONS					<u>\$30,500.00</u>
NET CHANGE ORDER (ADDITION)					<u>\$3,751.00</u>

1. DESCRIPTION AND VALUE OF CHANGE (Con't)

ADDITION TO THE AMOUNT OF CONTRACT.....		\$3,751.00
ORIGINAL TIME FOR COMPLETION.....	January 5, 2017	
ADD TO OR DEDUCT FROM - THE PRESENT CONTRACT TIME..	<u>NO CHANGE</u>	
NEW DATE FOR COMPLETION IS.....	January 5, 2017	

2. REASON FOR CHANGE

Item No. 1 - Field Office, Type 'C' Set-Up: Ultimately, this pay item was not required. This resulted in a decrease in the quantity of the pay item Field Office, Type 'C' Set-Up.

Item No. 2 - Field Office, Type 'C' Maintenance: Ultimately, this pay item was not required. This resulted in a decrease in the quantity of the pay item Field Office, Type 'C' Maintenance.

Item No. 3 - Performance Bond and Payment Bond: The Contractor's paid premium for the performance and payment bond was less than the bid amount. This resulted in a decrease of the quantity of the pay item Performance Bond and Payment Bond.

Introduced on: October 11, 2016
 Adopted on: October 11, 2016
 Official Resolution#: R20160833

COUNTY OF PASSAIC

DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION
401 GRAND STREET
PATERSON, NEW JERSEY 07505

CHANGE ORDER No. 1
PROJECT No.

DATE: 9/26/2016

PROJECT TITLE: Weasel Brook Park Improvements - Phase I

LOCATION: Weasel Brook Park, Clifton, NJ

DATE OF CONTRACT: June 14, 2016

OWNER: PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS

CONTRACTOR: DTS Services, LLC

Item No. 29 - Bench, 6' Long: Additional quantity of new benches were required by the basketball court. This resulted in an increase in the quantity of the pay item Bench, 6' Long.

Item No. S-01 - Tree Removal and Tree Trimming: The County desired to remove potentially hazardous trees, and trim trees were required. Therefore, the pay item Tree Removal and Tree Trimming was established.

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160833



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

September 27, 2016

Board of Chosen Freeholders
Passaic County Administration Building
401 Grand Street
Paterson, NJ 07505

PROJECT: Weasel Brook Park Improvements – Phase I
Weasel Brook Park
City of Clifton
CHANGE ORDER #1

Members of the Board:

Attached for your Approval is Change Order #1 to be issued to the Contractor, reflecting a net increase in the contract amount due to field changes.

The total net amount of the increase is \$3,751.00, resulting in a new contract amount of \$1,199,303.31.

The above-mentioned Change Order was reviewed and recommended for Approval by the Public Works and Buildings & Grounds Committee at their meeting of September 26, 2016.

Therefore, I recommend the Board of Chosen Freeholders ADOPT the necessary RESOLUTION to APPROVE this issue CHANGE ORDER #1 to the Contractor, DTS Services, LLC, of Hawthorne, New Jersey in the amount of \$3,751.00 (Three Thousand Seven Hundred Fifty One Dollars and Zero Cents), which results in an increase to the adjusted Contract amount. The total contract amount up and including Change Order #1 is \$1,199,303.31.

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: October 11, 2016
Adopted on: October 11, 2016
Official Resolution #: R20160833
Director of Parks

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AWARDDING CONTRACT TO HISTORIC BUILDING ARCHITECTS, LLC FOR THE INVESTIGATION AND PREPARATION OF CONSTRUCTION AND BID DOCUMENTS AS IT PERTAINS TO THE REPAIRS TO THE PASSAIC COUNTY SOCIAL SERVICES BUILDING TERRA COTTA PARAPET IN 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

Official Resolution#		R20160834					
Meeting Date		10/11/2016					
Introduced Date		10/11/2016					
Adopted Date		10/11/2016					
Agenda Item		k-29					
CAF #		various accounts see					
Purchase Req. #							
Result		Adopted					
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

RESOLUTION AWARDING CONTRACT TO HISTORIC BUILDING ARCHITECTS, LLC FOR THE INVESTIGATION AND PREPARATION OF CONSTRUCTION AND BID DOCUMENTS AS IT PERTAINS TO THE REPAIRS TO THE PASSAIC COUNTY SOCIAL SERVICES BUILDING TERRA COTTA PARAPET IN PATERSON, NJ

WHEREAS there exists a need for Professional Consultant Investigation and Preparation of Construction and Bid Documents as it concerns the Repairs to the Passaic County Social Services Building Terra Cotta Parapet and Supporting Structure in Paterson, NJ; and

WHEREAS the Social Services building is within the boundaries of the Historic Courthouse Plaza District; and

WHEREAS Historic Building Architects, LLC, 312 West State Street, Trenton, NJ 08618 submitted a revised proposal dated March 11, 2016 (a copy of which is attached) for the necessary consulting services to be provided for a total not to exceed fee of \$427,780.00 and is being recommended by the Office of the Passaic County Engineer in a letter to the Board dated September 29, 2016, 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 August 1, 2016 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 Historic Building Architects, LLC is qualified as a pool professional engineer 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 Consultant for the Investigation and Preparation of Construction and Bid Documents for the above-mentioned project be awarded to Historic Building Architects, LLC 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.

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160834

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$427,780.00

APPROPRIATION: \$236,847.47 – C-04-55-991-006-902
\$ 22,669.05 – C-04-55-991-010-902
\$ 6,502.19 - C-04-55-107-305-902
\$58,753.75 – C-04-55-119-001-920
\$103,007.54 – C-04-55-129-001-920

PURPOSE: Resolution awarding contract to Historic Building Architects, LLC for the investigation and preparation of construction and bid documents for PCBSS building.



Richard Cahill, Chief Financial Officer

DATED: October 11, 2016



County of Passaic

Administration Building
401 Grand Street • Paterson, New Jersey 07505

Res-Pg:k.29-6

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

September 29, 2016

Board of Chosen Freeholders
Administration Building
401 Grand Street
Paterson, New Jersey 07505

**Re: Repairs to Social Services Building parapet and supporting structure,
Passaic County Social Services Building
City of Paterson
Award of Consulting Services – Historic Architects LLC**

Members of the Board.

The following proposals were submitted to the Engineering Department for review and consideration for the investigation and preparation of construction and bid documents for the repair of the terra cotta parapet of the Social Services Building. The Social Services Building is within the boundaries of the Historic Courthouse Plaza District. Proposals were submitted by Historic Architects LLC and LAN Associates. Due to the complex nature of this project the Engineering Department required that proposals have a thorough investigative process for documentation purposes and to mitigate possible change orders once the project is awarded. After reviewing proposals from LAN Associates and Historic Architects LLC it was determined that Historic Architects had investigative procedures that thoroughly documented the conditions as needed.

LAN Associates total fee was \$400,885.00 and Historic Architects total fee was \$427,780.00. Historic Architects LLC allowances incorporated a not to exceed price.

The above referenced matter was discussed at the Public Works Committee meeting on August 1, 2016, and an award of contract to Historic Architects LLC is recommended to the full Board. Copy of Historic Architects LLC proposal is attached.

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160834



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

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution awarding a contract for design services to Historic Architects LLC in the amount of \$427,780.00 for the investigation and repair of the parapet for the Passaic County Social Services Building, and authorize the Freeholder Director, County Counsel and Purchasing Director to execute the necessary Agreements subject to the to the availability of funds.

Very truly yours,

A handwritten signature in black ink, appearing to read "S. Edmond", is written over a horizontal line.

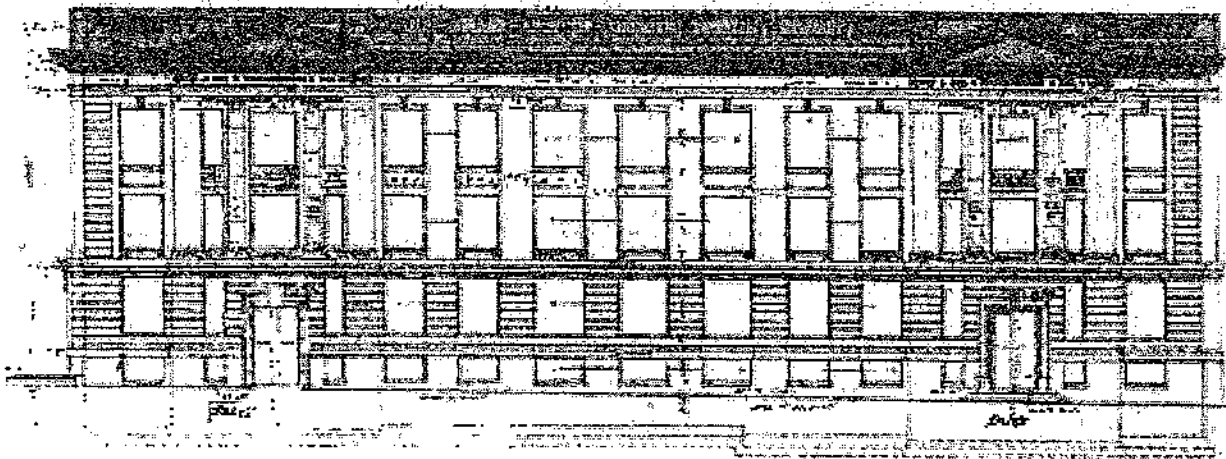
Steven J. Edmond, P.E.
County Engineer

AET
Attachment

cc: County Administrator
County Counsel
Director of Finance
PWC Chair

Passaic County Board of Social Services Building
Terra Cotta Cornice Repair

Professional Services Proposal for Investigation, Construction Documents, and
Construction Administration Services



Work Area highlighted in Blue

Submitted to the
Passaic County Engineer's Office
401 Grand Street, Room 524
Paterson, NJ 07505-2023

Historic
Building Architects, LLC

312 West State Street, Trenton, New Jersey 08618 tel. 609 393 3999 www.hba-llc.com

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160834

TABLE OF CONTENTS

Cover Letter

I. Project Approach

- Investigation Phase- 8-Step Investigation Phase
- Construction Documents Phase
- Construction Administration Phase
- Project Schedule

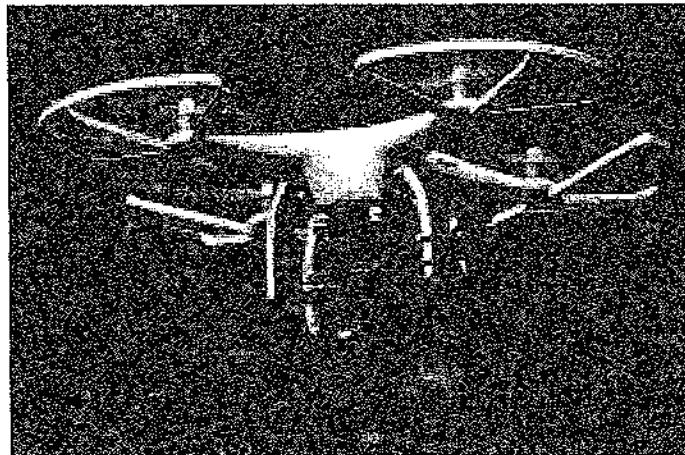
II. Professional Services Fee

- Overview
- Fee Breakdown
- Assumptions and Preferences

III. Project Team

- Historic Building Architects, LLC
- Silman Consulting Engineers (Structural Engineer)
- EChem Consultants LLC (Building Diagnostics & Corrosion Assessment Services)
- Daedalus Projects, Inc. (Professional Cost Estimators)

IV. References



Historic Building Architects, LLC

Res-Pg:k.29-10

312 West State Street, Trenton, New Jersey 08618 tel. 609 393 3999 www.hba-llc.com

February 26th 2016

Andrew Thompson, AIA, LEED AP
Passaic County Engineer's Office
401 Grand Street, Room 524
Paterson NJ 07505-2023

RE: A Proposal for the Investigation, Construction Documents, and Construction Administration Services for the Passaic County Board of Social Services Building, Terra Cotta Cornice Repair located at 80 Hamilton Street, Paterson, NJ

Dear Andrew:

Please find enclosed our professional service proposal for the repair of the terra cotta cornice. The challenge here is to determine the terra cotta cornice, pediments, and balustrade conditions in sufficient detail to estimate the repair costs and allow the County to accurately budget for this work. The recommended investigation aims to remove as much guesswork about the scope of repairs from the bidding process, as well as provide you with sound recommendations for the repairs.

As with all old buildings, especially where terra cotta is involved, ongoing maintenance is required. Terra cotta is extremely vulnerable to moisture ingress because it relies on a steel structure to support it, and this structure is concealed within the terra cotta and, therefore, its deteriorated condition is often not visible until there is a catastrophic failure, such as the one you experienced last year. Based on the previous report, temporary protection and removed pieces of terra cotta, this building has significant problems that are hazardous and will continue to rapidly deteriorate. We estimate that each elevation is 200 feet long with approximately 800 terra cotta pieces.

The dilemma for you, as the building steward is how to minimize the professional investigation costs and yet accurately estimate the repairs or replacement for competitively bidding and implementing the work, without major cost overruns during construction. Our experience says that an investment in the investigation phase is the most cost effective way to achieve your goals. Our team's knowledge working with early 20th century terra cotta and the long-term collaborative team approach between Historic Building Architects, LLC- architects, Silman- structural engineers, EChem Consultants LLC- building diagnostic and corrosion assessment consultants, and Daedalus Projects, Inc.- professional cost estimators, means we have the knowledge to develop investigation methods and information that provide you with the documents you need to accurately bid this project.

The HBA team will build on the information you have already received but we will add Non Destructive Evaluation techniques and a Quadcopter survey to more accurately define the conditions. We are recommending an 8-step investigation process outlined in our project approach. Deliverables include a document numbering and measuring all the terra cotta pieces and identifying the worst areas of deterioration,

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160834

which can then be investigated close up with a video scope probe into the terra cotta to observe the steel anchors. This does not guarantee the condition of every terra cotta piece but it will give you an overall understanding of the patterns of deterioration including the concealed conditions that are so critical for determining repair options and the potential costs involved. Once we know what you have and its condition, we can recommend how to either repair it or replace it. We anticipate it may be a combination of several approaches and several repair material options. One hundred year repairs are always the best and most cost effective, long-term approach, however, this is often challenging when funds are limited and results needed urgently, especially in a situation where crisis management due to terra cotta failure is driving the repair process.

Following careful review of our recommendations with your office, we will develop a Construction Document package for publicly bidding the cornice repair work. Our aim again is to develop clear, well-organized documents and to remove the guesswork often associated with these types of construction projects where concealed conditions can abound. We will structure our Contract Documents with quantifiable repairs supplemented with unit prices to allow for flexibility as field conditions arise. Our Construction Administration services are rigorous and detail oriented. This will insure that the work is completed on time and within budget with minimal change orders.

Our aim is to design solutions that will prevent further deterioration and result in a sustained repair. Our investigation phase is deliberately thorough to insure that the Construction Documents will be clearly understood by the contractors bidding, with repair costs that can largely be predicted. If the County is willing to invest in our recommended process, we are confident that the construction costs can be contained and managed in an appropriate manner with detailed unit prices and quantities.

Please do not hesitate to call me with any questions, and we hope that our credentials and expertise will be favorably received.

Sincerely,



Annabelle Raddcliffe-Trenner, AIA, RIBA, LEED AP
Principal

Enclosure: Proposal for the Investigation, Construction Documents, and Construction Administration Services for the Passaic County Board of Social Services Building, Terra Cotta Cornice Repair

PROJECT APPROACH

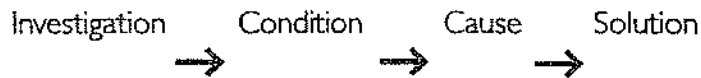
INTRODUCTION

There are three important criteria in the quality control process for existing building repair that can impact the project budget and construction schedule.

- Quality of the information obtained from field investigation and survey work
- Quality of the documents prepared for construction
- Quality of the construction administration services during construction

INVESTIGATION PHASE

One of the greatest costs of renovation work is the "unknown" conditions and failure to understand the cause of deteriorated conditions. HBA believes in investing in proper diagnosis of conditions, before making recommendations for repair.



HBA uses the following tools to investigate existing buildings: Close up video survey, Non-Destructive Evaluation Tools (NDE) followed by Building Probes and Team Collaboration to find a solution.

The investigation phase will be completed for all elevations at one time. HBA and our team will work around the building commencing with the worst conditions first. Based on the report prepared by Lan Associates on October 23rd 2014, the elevations will be assessed in the following sequence: Lee Place Elevation, Hamilton Street Elevation, De Grasse Street Elevation and Rear (West) Elevation.

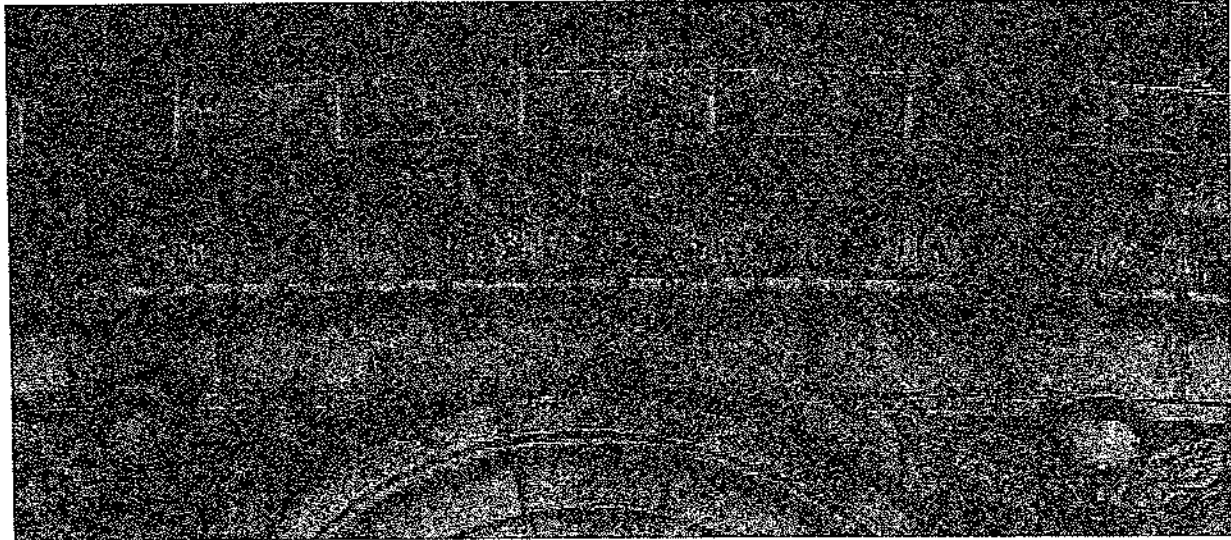
HBA with the consultant team has developed an 8-step process for obtaining information on the visible and concealed condition of the terra cotta cornice. In order to properly understand conditions, it is important to understand the cause of the problem. In this instance, there was no facade maintenance program instituted by the City of Paterson, nor the County, and these deteriorated conditions have gradually been getting worse as water has found its way into the terra cotta structure. Our team will look at both sides of the parapet wall, as well as roof flashings, drainage, coatings, and masonry associated with the terra cotta cornice elements. We will also need to understand substrate attachment system and may request additional probes.

The 8-step process will give us an understanding of the overall conditions and allow us to make comprehensive cost effective recommendations to address the safety issues and develop appropriate repair solutions. With over 800 terra cotta units estimated on each elevation it is not possible to complete NDE on each unit and the sampling selected will focus on the worst conditions.

It is anticipated that the field investigation and observation work will take 2 weeks for each elevation with an additional 4 weeks to submit the recommendations with a detailed cost estimate. As the team work their way around the building, the work will overlap from one elevation to the next. A Detailed Project Schedule describes the time for all phases of work through completion.

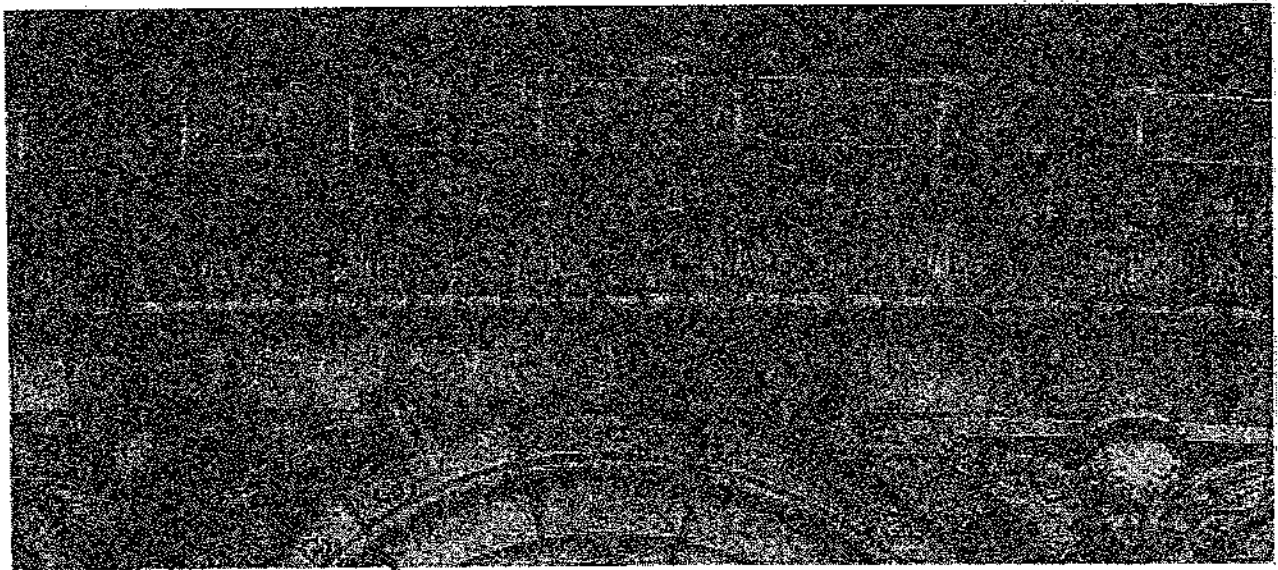
8 INVESTIGATION PHASE STEPS

Step 1: Record with video and photographs the terra cotta cornice using a DJI Quadcopter on both the front (exterior) elevation and parapet (roof) elevation. Create photographic elevations. HBA have developed safety and procedural guidelines in accordance with FAA commercial use Exemption 14CFR.



Example: Quadcopter Terra cotta Cornice Survey at Saint Francis de Sales, Philadelphia, PA

Step 2: Assess conditions using image data obtained to identify specific areas of severe distress and failure.



Key:

Type A** Terracotta Unit

Open or Contemporary Joint

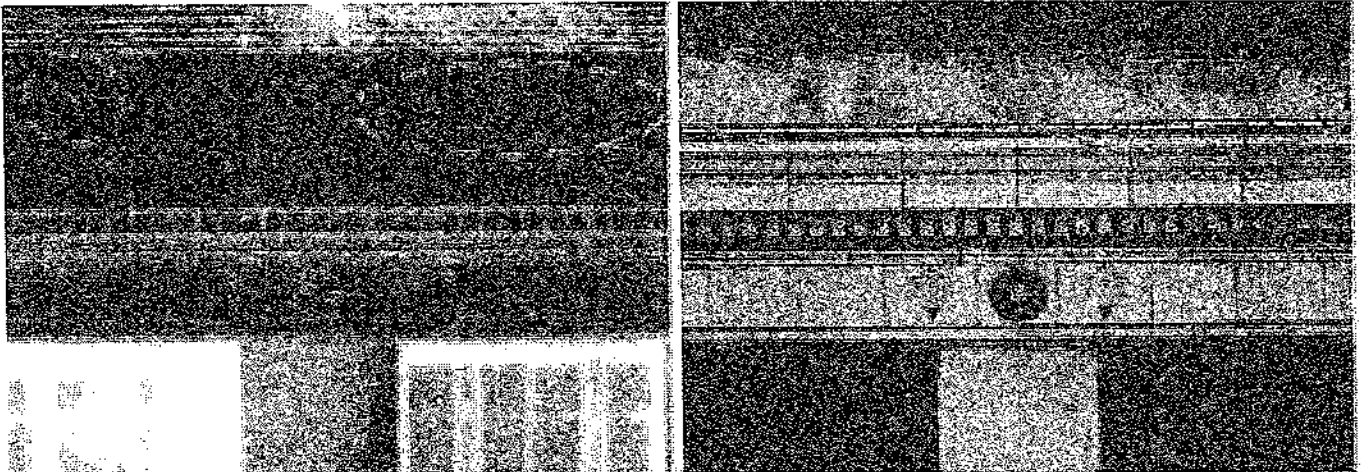
Surface Glaze Failure

Damaged/ Broken Terracotta (minor)

Example: Visual Condition Survey (Using video from Quadcopter) at Saint Francis de Sales

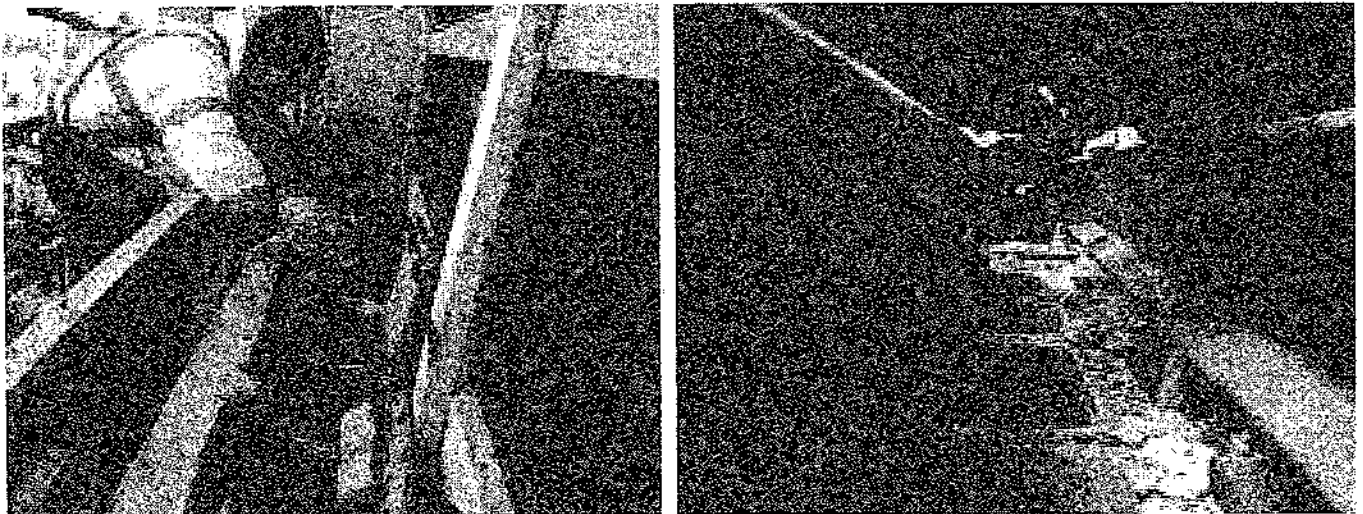
8 INVESTIGATION PHASE STEPS

Step 3: Complete infrared thermal imaging (IRT) survey of the cornice from an access lift and from the roof. Upon completion of the IRT, identify and determine locations for intrusive Videoscope inspections.



Example: Thermal image identifying moisture retention in terra cotta entablature.

Step 4: EChem Consultants to complete Videoscope investigation allowing up to 30% of the terra cotta to be investigated using a Videoscope with a light and video to determine the condition of the steel attachment anchor system.

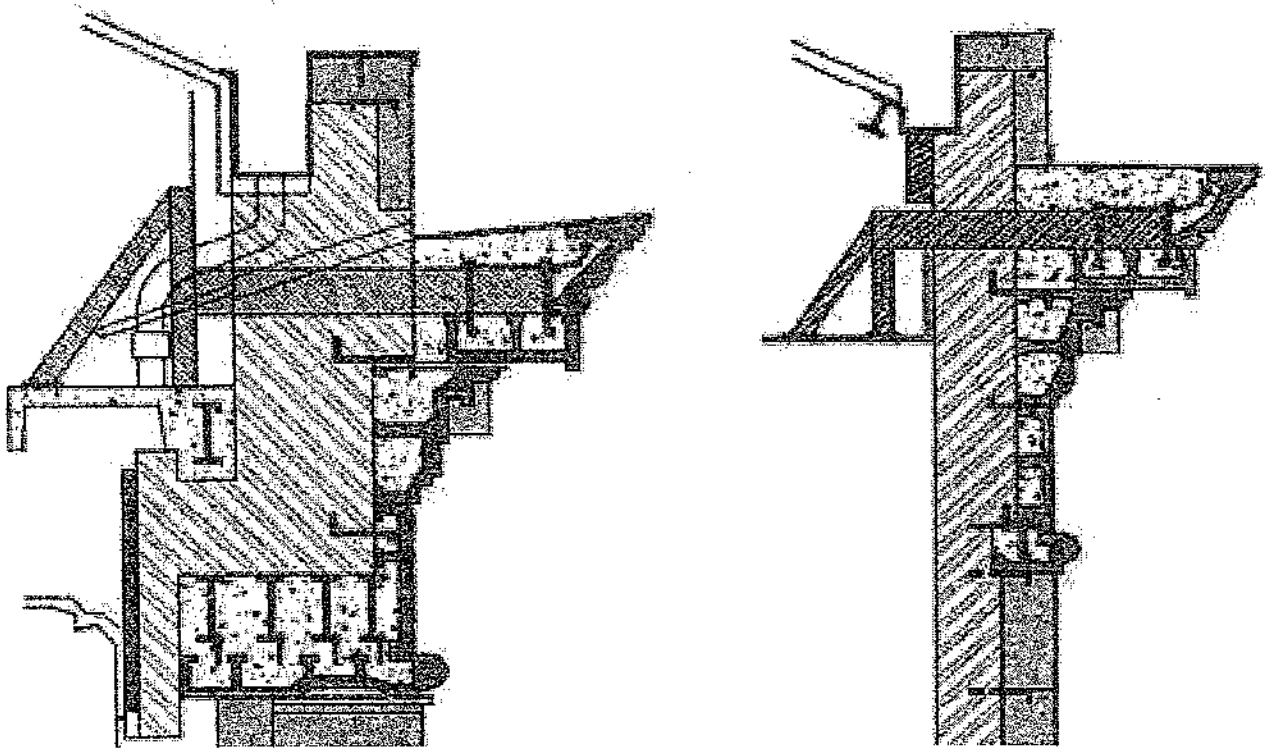


Example: Videoscope Inspection example revealing loss of sections to embedded framing.

Step 5: Field Dimensions and Survey Verification - HBA and Silman will review existing terra cotta cornice pieces previously removed and take measurements. Typical terra cotta sections will be drawn. Deteriorated conditions will be observed close up from a lift and additional removal of terra cotta to determine the existing attachment system may be required.

8 INVESTIGATION PHASE STEPS

Step 6: Silman will develop a drawing describing the existing terra cotta steel attachment systems and schematic options for repair and replacement in collaboration with HBA based on field observations and information provided by EChem Consultants.



Section Example showing development of as built sections using Preservation Engineering and NDE.

Step 7: Develop a series of terra cotta repair and replacement options based on conditions observed keyed to annotated photographic elevations showing the following terra cotta treatments:

- A. Cornice elements to be replaced.
- B. Cornice elements to be dismantled and reattached.
- C. Cornice elements to be left in place.
- D. Cornice elements to be restored with an appropriate coating to prevent further water infiltration.
- E. Roof flashing and waterproofing options

As part of this step, HBA and Silman will complete research on product selection, including researching the terra cotta product and options for alternative material replacement options such as GFRC, with costs and a summary of the pros and cons. Silman will investigate attachment and reinforcement methods for both existing terra cotta pieces to remain in place and replacement pieces.

Step 8: Professional cost estimate based on recommendations and proposed options. HBA and Silman will work with PC and the cost estimators to investigate material options at the end of this investigation phase.

Investigation Phase Deliverables:

1. Photographic elevation of cornice annotated with conditions and measurements. Each terra cotta piece to be numbered. Overall dimensions included.
2. Photographic elevations with Infrared Survey overlaid on conditions identifying areas of potential water ingress and attachment corrosion.
3. A schedule of the Videoscope findings based on three days of infrared and architectural assessment.
4. Comprehensive recommendations with associated costs and different design/repair options.
5. Dedicated secure website- all documents will be shared and managed through the project website. This will include posting of all video survey information.
6. At least four meetings with PC to update the County on the progress and findings to date..

CONSTRUCTION DOCUMENT PHASE

The Construction Document Phase will be based on the agreed approach at the conclusion of the investigation phase.

Project Approach

1. The team will build on the recommendations completed in the investigation phase.
2. Prepare drawings and specifications in sufficient detail for bidding by contractors.
3. Coordinate with project team professionals.

HBA with their consultants Silman and Daedalus Projects Inc. will complete the following tasks:

- Finalize scope of work after completion of Investigation Phase
- Prepare Plans and Photographic Elevations keying in all the terracotta repairs
- Work with Silman to Develop Repair details for terracotta
- Develop Schedule of terracotta repairs and attachments
- Research material options for replacement
- Complete mortar analysis and cleaning tests as necessary
- Submit 50% CD Progress set- Drawings & Specifications
- PC Review of 50% CD documents
- Final Construction Documents- Drawings & Specifications
- Final Coordination of design team Drawings & Specifications
- Update Project Schedule
- Update cost estimate with unit price options and value engineering
- Presentation to PC with Value Engineering Options
- Submit Final Construction Documents for review
- Presentation to PC (and Freeholders optional)

CONSTRUCTION DOCUMENT PHASE

Meeting Schedule

Meeting Type	HBA	SILMAN	DPI	Notes
Progress Meeting	2	2	1	
50% Presentation	1	1		At submission of 50% CDs
Final Presentation	1	1		At final submission of CDs

Construction Document Deliverables

1. Plans & Photographic Elevations Keying in Repairs.
2. Details of each terra cotta piece sufficient to allow for replication in selected material.
3. Schedule of repairs and attachments based on numbered terra cotta pieces.
4. Details for recommended repairs both structural and architectural.
5. Detailed Unit Prices and Alternates.
6. Specifications.
7. Updated Cost Estimate with material selection cost analysis.
8. Preparation of Bid Documents.

PRE-CONSTRUCTION/BIDDING PHASE

During the Preconstruction/Bidding Phase, HBA will complete the following services:

- Prepare and finalize bid documents in accordance with PC bidding requirements, including construction unit prices, allowances, and alternates and any phasing options.
- Attend an on-site pre-bid walk through.
- Answer contractor questions during bidding.
- Assist Passaic County, if they choose, to prequalify contractors through NJ 40A:11-25.
- Review bids received for construction and complete a tabulation of results.
- Identify any discrepancies in the bid results.
- Compare the bids received to the cost estimate.
- Review the costs with the cost evaluation professionals, Daedalus Projects, Inc.
- HPO Project Authorization: HBA are familiar with the project authorization requirements for historic buildings and can prepare the application and assist PC with this process.

Meeting Schedule

Meeting Type	HBA	SILMAN	DPI	Notes
Pre-Bid Walk Through	1	1		On site walk through
Bid Review Meeting	1		1	
Presentation HPO Sites Counsel	1			May not be required

CONSTRUCTION ADMINISTRATION SERVICES

HBA have assumed that a general contractor will be selected for this project and with their subcontractors will provide all the construction work necessary to complete the project. HBA will lead the professional team, providing Construction Administration services in accordance with the American Institute of Architects Guidelines. We anticipate this construction project will take approximately 12 months to complete.

Meeting Schedule - Based on a 12-month Construction Schedule:

Meeting Type	HBA	SILMAN	Notes
Preconstruction Meeting	1		
Monthly Project Meeting	12		Regularly Scheduled meetings
Bi-weekly Site Field Visits	12		On an as needed basis
Silman Field Visits		8	On an as needed basis
Project Punch List Site Visit	2	1	Close out

Construction Schedule

- HBA will review and comment on the contractor's construction schedule.
- HBA will ensure the construction schedule breakdown is coordinated with the Schedule of Values.

Information Sharing

- Dedicated secure Website for Construction Administration: This website is also available on iPads as an APP, and the contractor will be required to provide internet access on site for the duration of the construction in order to reference CA documents.
- Communication with PC and Contractor: HBA recognizes the importance of team collaboration, especially where concealed conditions can require input from all parties.
- Zoom Conference Calls: HBA uses video conferencing to allow quick and efficient communication between all parties.

On Site Record Keeping

- HBA will monitor the on site record keeping by the contractor
- HBA will review contractor safety procedures
- HBA will review the contractor's daily reports and photo documentation

Submittals, Requests for Information, and Directives

- Submittals: All submittals will be received and tracked by HBA and posted on line
- Requests for Information (RFIs): HBA and Silman will issue timely clarifications
- Directives: On occasion, HBA will issue a directive in order for work to move forward

CONSTRUCTION ADMINISTRATION SERVICES

Monitoring Costs and Expenditure

- HBA will carefully monitor construction costs.
• Schedule of Values: HBA reviews the SOV in detail.
• Applications for Payment: HBA will review in conjunction with PC.
• Change Orders: HBA carefully reviews and monitors requests.

Cost Breakdowns

- HBA prepares a detailed set of unit prices that can be used to effectively control change orders, especially for terracotta work.
• Allowances: HBA will recommend allowances

Project Closeout

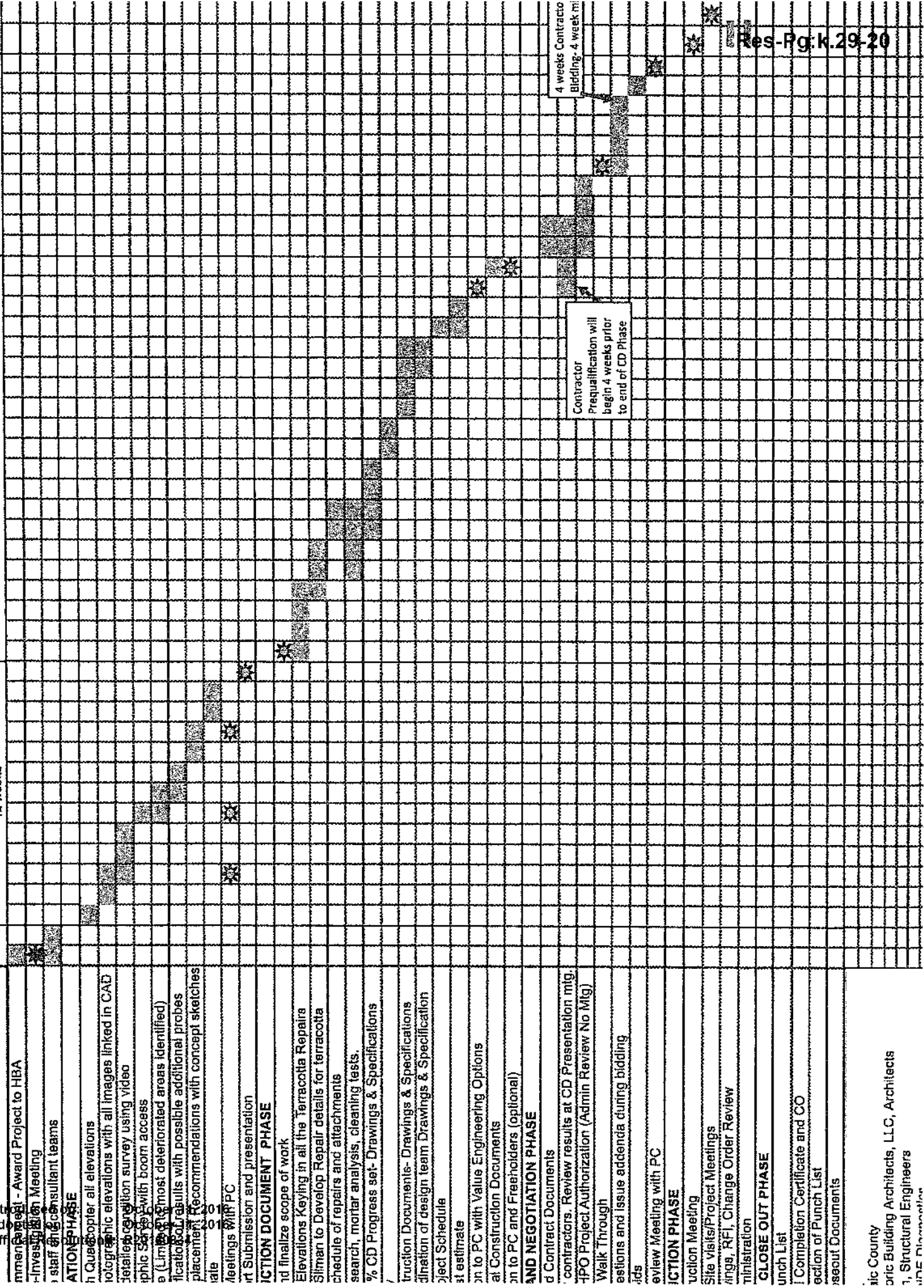
- Punch List: HBA and Silman will complete detailed punch lists, including photographs and clear direction on corrective work.
• Closeout Documents: HBA will review the project close out manual and as-builts submitted by the contractor.

PROJECT SCHEDULE

HBA have prepared a draft project schedule, which includes all phases of the project through completion of construction. It is assumed that the project will be authorized in early May. The Investigation Phase is anticipated to take 12 weeks to complete by mid-August. This will be followed by the preparation of Construction Documents with a duration of 20 weeks and the end of 2016. Bidding and Negotiation would commence in early 2017. The New Jersey Historic Preservation Office (HPO) will need to review the project. The type of review will depend on the project approach to the repairs and whether they are in compliance with the Secretary of the Interior Standards for Rehabilitation. HBA work regularly with HPO and hope that an administrative review will be completed without having to present at Historic Sites Council. Bidding would commence in late January with a construction contract award in March. Implementation of terracotta repairs are dependent on warm weather conditions and therefore the start date of early spring 2017 will work well for this project and maximize good weather conditions for repair work. Construction duration will depend on the types and quantities of repair as well as the contractor's mobilization and manpower capabilities. HBA anticipates construction to last 12 months.

Detailed Project Schedule follows this page.

CORNICE REPAIR
Project Schedule
ig Architects, LLC



Res-Pg k.29-20

mmen
Investigation Meeting
staff and consultant teams
ATION PHASE
h Quadcopter all elevations
topographic elevations with all images linked in CAD
Detailed elevation survey using video
Public Safety with boom access
e (Limit to most deteriorated areas identified)
fications with possible additional probes
placement Recommendations with concept sketches
tate
Meetings with PC
rt Submission and presentation
CTION DOCUMENT PHASE
nd finalize scope of work
Elevations Keying in all the Terracotta Repairs
Sliman to Develop Repair details for terracotta
chedule of repairs and attachments
search, mortar analysis, cleaning tests.
% CD Progress set- Drawings & Specifications
/ ruction Documents- Drawings & Specifications
mination of design team Drawings & Specification
ject Schedule
at estimate
on to PC with Value Engineering Options
at Construction Documents
on to PC and Freeholders (optional)
AND NEGOTIATION PHASE
d Contract Documents
contractors. Review results at CD Presentation mtg.
IPO Project Authorization (Admin Review No Mtg)
Walk Through
sessions and issue addenda during bidding
ids
eview Meeting with PC
CTION PHASE
uction Meeting
Site visits/Project Meetings
/ings, RFI, Change Order Review
Ministration
CLOSE OUT PHASE
unch List
Completion Certificate and CO
ection of Punch List
eabout Documents

PROFESSIONAL SERVICE FEE PROPOSAL

FEE OVERVIEW ALL PHASES

Investigation Phase Total	\$101,900
Construction Document Phase Total	\$188,760
Pre-Construction Bidding Phase Total	\$22,540
Construction Administration Phase Total	\$114,580
Professional Service Fee Total	\$427,780

Allowances

Lift Allowance	\$6,000
Probe Allowance	\$10,000

INVESTIGATION PHASE

Scope of Work

<u>Historic Building Architects LLC</u>	12 weeks duration
Survey with Quadcopter	\$13,200 4 days on site video
Photographic elevations	\$6,000 All images in CAD and all terracotta piece numbered.
Complete condition survey using video in office	\$10,800
Field Verification of conditions and possible probes to review substrate attachment	\$5,000 See Allowance below for Probe costs
Repair/Replacement Recommendations with concept sketches	\$3,500 Coordinated with Silman
Team Coordination and Research	\$5,000 Includes cost estimate review
Meetings	\$2,500 4 Meetings plus prep
<hr/> HBA Total	<hr/> \$46,000

Consultant Services

Echem NDE Investigation	\$35,000 Thermographic Survey (including processing & report)
Silman: Structural Engineer	\$18,000 Videoscope (including processing & report)
Daedalus Projects: Cost Estimator	\$2,900 Field observation, repair replacement recommendations
<hr/> Consultant Sub-total	<hr/> \$55,900

Investigation Phase Total **\$101,900**

Lift Rental	\$6,000.00	1 month for 80' lift
Building Probes	\$10,000.00	Additional probes/terracotta removal

Historic Building Architects, LLC

CONSTRUCTION DOCUMENT PHASE

Historic Building Architects Services

Material Research	24	40	24	40	\$13,600	Additional product research and coordination with suppliers
Material Testing	8	24	16	16	\$6,680	Cleaning and Mortar
Field Investigation	8	24	16	8	\$6,040	Additional field verification
Drawings	32	40	240	240	\$58,360	Final Contract Documents
Specifications	32	40		80	\$15,760	General conditions including bid forms
Co-ordination Project Team	24	40	24	24	\$12,320	
Project Meetings	32	32		16	\$9,760	See meeting schedule
HBA Sub-total	128	208	320	408	\$112,760	

Consultant Services

Daedalus Projects: Cost Estimator					\$5,000	Detailed estimate based on CDs
Silman: Structural Engineer					\$71,000	Prepare final details and specifications for structural repairs plus meetings
Consultant Sub-total					\$76,000	

Construction Document Phase Total **\$188,760**

PRE-CONSTRUCTION AND BIDDING PHASE

PRE-CONSTRUCTION BIDDING PHASE	Principal Architect	Project Manager	Designer	Admin / Drafter	TOTAL	Notes
Scope of Work	\$155	\$110	\$95	\$80		Hourly Rates
<u>Historic Building Architects Services</u>						10 weeks duration
Prequalification of Contractors	4	24		16	\$4,540	State DCA Advertise, receive quals and review
HPO Project Authorization	4	16	4	16	\$4,040	HPO Admin Authorization
Pre-Bid Walk through	6	6			\$1,590	Onsite
Issue Adendum and answer questions	8	8	8	16	\$6,410	Clarification posted on one hub
Review Bid Results and prepare tabulation	6	6	4	8	\$2,610	One meeting to present results
Bidding and Negotiation Phase Total	28	60	16	56	\$19,190	
<u>Consultant Services</u>						
Daedalus Projects: Cost Estimator					\$1,500	Review results
Silman: Structural Engineer					\$1,850	Review results
Consultant Sub-total					\$3,350	
Pre-Construction Bidding Phase Total					\$22,540	



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

September 29, 2016

Board of Chosen Freeholders
Administration Building
401 Grand Street
Paterson, New Jersey 07505

**Re: Repairs to Social Services Building parapet and supporting structure,
Passaic County Social Services Building
City of Paterson
Award of Consulting Services – Historic Architects LLC**

Members of the Board.

The following proposals were submitted to the Engineering Department for review and consideration for the investigation and preparation of construction and bid documents for the repair of the terra cotta parapet of the Social Services Building. The Social Services Building is within the boundaries of the Historic Courthouse Plaza District. Proposals were submitted by Historic Architects LLC and LAN Associates. Due to the complex nature of this project the Engineering Department required that proposals have a thorough investigative process for documentation purposes and to mitigate possible change orders once the project is awarded. After reviewing proposals from LAN Associates and Historic Architects LLC it was determined that Historic Architects had investigative procedures that thoroughly documented the conditions as needed.

LAN Associates total fee was \$400,885.00 and Historic Architects total fee was \$427,780.00. Historic Architects LLC allowances incorporated a not to exceed price.

The above referenced matter was discussed at the Public Works Committee meeting on August 1, 2016, and an award of contract to Historic Architects LLC is recommended to the full Board. Copy of Historic Architects LLC proposal is attached.

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160834

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION ADOPTING A CONSENTING RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A LOADING ZONE ON EAST 33RD STREET (BETWEEN BROADWAY AND 13TH AVENUE, WEST SIDE) FROM 9:00 A.M. TO 6:00 P.M., MONDAY THRU SATURDAY, IN THE CITY OF PATERSON, NEW JERSEY WHERE PARKING IS ALREADY PERMITTED, 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#		R20160835					
Meeting Date		10/11/2016					
Introduced Date		10/11/2016					
Adopted Date		10/11/2016					
Agenda Item		k-30					
CAF #							
Purchase Req. #							
Result		Adopted					
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

**RESOLUTION ADOPTING A CONSENTING RESOLUTION
AUTHORIZING THE ESTABLISHMENT OF A LOADING ZONE ON
EAST 33RD STREET (BETWEEN BROADWAY AND 13TH AVENUE,
WEST SIDE) FROM 9:00 A.M. TO 6:00 P.M., MONDAY THRU
SATURDAY, IN THE CITY OF PATERSON, NEW JERSEY WHERE
PARKING IS ALREADY PERMITTED**

WHEREAS the City of Paterson adopted Ordinance 16-060 that establishes a loading zone on East 33rd Street (between Broadway and 13th Avenue, West Side) from 9:00 a.m. to 6:00 p.m., where parking is already permitted; and

WHEREAS the County of Passaic received the final copy of the referenced Ordinance and a request for a consenting Resolution, in light of the fact that East 33rd Street is a County road; and

WHEREAS said Resolution was discussed at the September 26, 2016 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 establishing a loading zone on East 33rd Street (between Broadway and 13th Avenue, West Side) from 9:00 a.m. to 6:00 p.m., where parking is already permitted.

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 authorize a consenting Resolution, as specified in the attached letter from the County Traffic Engineer dated September 27, 2016.

October 11, 2016

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160835



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

September 27, 2016

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 16-060**
Loading Zone on East 33rd Street (Between Broadway and 13th Avenue, West Side)
(9:00 AM to 6:00 PM, Monday thru Saturday)

Dear Members of the Board:

Our office received from the City of Paterson the final copy of the referenced Ordinance. It establishes a loading zone at the referenced location (9:00 AM to 6:00 PM, Monday thru Saturday) where parking is already permitted. Since East 33rd Street is a County road, a consenting Resolution is required.

This Ordinance was reviewed and recommended for approval at the September 26, 2016 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,

Charles Silverstein, P.E.
County Traffic Engineer

CSS/sj
Attachment

cc: County Administrator
County Counsel
PWC Chair

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160835

Ordinance of the City of Paterson, N.J.

No. 6 1st Reading No. 6
 Date August 16, 2016
 No. 16-060 Public Hearing Date to Mayor August 16, 2016
 (2nd Rdg. & Final Passage) Date Returned August 16, 2016
 Division Traffic Engineering
 Date Submitted to Council July 26, 2016

TITLE: ORDINANCE ESTABLISHING A COMMERCIAL LOADING ZONE ON EAST 33RD STREET BETWEEN BROADWAY AND 13TH AVENUE

(DPW.ordldg.zone.e33rd.05.20.16)

Factual Contents Certified to By *[Signature]* 7/18/16
 Title Date
 Approved As To Form and Legality on Basis of Facts Set Forth
[Signature] 7/19/16
 CORPORATION COUNSEL Date

COUNCILPERSON MARITZA DAVILA Moved the Following Ordinance:

WHEREAS, there is a need for a commercial loading zone in front of the merchants located on the westerly side of East 33rd Street immediately south of Broadway; and

WHEREAS, N.J.S.A. 39:4-197(3) (b) authorizes a municipality to enact an Ordinance to designate curb loading zones; and

WHEREAS, the field investigation justified the request for such a commercial loading zone and is therefore so recommended by the City Traffic Engineer.

NOW, THEREFORE, BE IT ORDAINED BY THE MUNICIPAL COUNCIL OF THE CITY OF PATERSON, AS FOLLOWS:

SECTION 1. No person shall park a vehicle in said location on the days and times indicated other than for active loading or unloading of goods and materials by commercial vehicles.

<u>STREET</u>	<u>SIDE</u>	<u>TIME</u>	<u>LOCATION</u>
East 33 rd Street	West	9am-6pm Mon-Sat	Beginning at 35 feet south of the southerly curb of Broadway and extending 50 feet southerly there from.

SECTION 2. Under no circumstances shall such commercial loading and unloading activities last more than 30 minutes.

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.

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.

Introduced on: October 11, 2016
 Adopted on: October 11, 2016
 Official Resolution#: R20160835

**ORDINANCE ESTABLISHING A COMMERCIAL
LOADING ZONE ON EAST 33RD STREET BETWEEN
BROADWAY AND 13TH AVENUE**

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 establish a commercial loading zone on East 33rd Street between Broadway and 13th Avenue.

SECONDED BY COUNCILPERSON . . . RUBY N. COTTON

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 JULY 26, 2016 Adopted on

second and final reading after hearing on AUGUST 16, 2016

Approved _____ Reconsidered _____ Over
Rejected By _____ By Council _____ Vote Aye Nay

Introduced on: October 14, 2016 Council President [Signature] City Clerk [Signature]
 Adopted on: October 11, 2016
 Official Resolution#: R20160835
 SONIA L. GORDON ACTING

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
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401 Grand Street
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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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING THE PASSAIC COUNTY PARKS DEPARTMENT TO SIGN AN AGREEMENT WITH HEATWOLE GOLF DESIGN, LTD TO DESIGN A NEW SYNTHETIC GOLF COURSE RANGE TEE FOR PREAKNESS VALLEY GOLF COURSE 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

Official Resolution#		R20160836					
Meeting Date		10/11/2016					
Introduced Date		10/11/2016					
Adopted Date		10/11/2016					
Agenda Item		k-31					
CAF #		O-16-56-755-004-602					
Purchase Req. #							
Result		Adopted					
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

RESOLUTION AUTHORIZING THE PASSAIC COUNTY PARKS DEPARTMENT TO SIGN AN AGREEMENT WITH HEATWOLE GOLF DESIGN, LTD TO DESIGN A NEW SYNTHETIC GOLF COURSE RANGE TEE FOR PREAKNESS VALLEY GOLF COURSE IN WAYNE, NJ

WHEREAS the Preakness Valley Golf Course in Wayne, New Jersey is in need of a new synthetic golf course range tee; and

WHEREAS the Parks Department solicited three quotations to produce a design and provide construction specification; and

WHEREAS the lowest quote was provided by Heatwole Golf Design, LTD, in the amount of \$1,930.00, which includes conducting a site visit and thereafter providing Passaic County with plans, specifications and scope of the project, as per the attached memorandum dated September 1, 2016 attached hereto; and

WHEREAS although this award is for professional services, it is not subject to the requirement of the New Jersey Pay to Play law (N.J.S.A. 19:44A-20.4) inasmuch as the award for the professional services does not exceed the monetary threshold set forth in said legislation; and

WHEREAS the Freeholder Committee for Public Works and Buildings & Grounds at its August 29, 2016 meeting reviewed this request and is recommending that the entire Board permit this purchase; and

WHEREAS a certification is attached hereto 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 the Passaic County Parks Department to sign an agreement with Heatwole Golf Design, LTD in the amount of \$1,930.00 to formulate and produce design and construction specifications for a new synthetic golf course range tee for the Preakness Valley Golf Course in Wayne, NJ.

October 11, 2016

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$1,930.00

APPROPRIATION: O-16-56-755-004-602

PURPOSE: Resolution authorizing the Passaic County Parks department to sign an agreement with Heatwole Golf Design, LTD to design a new synthetic golf course range tee.


Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

RC:fr



COUNTY OF PASSAIC

Department of Parks

209 Totowa Road
Wayne, NJ 07470

Preakness Valley Golf Course

973-881-4922/4922

NICK ROCA
Parks Director

PUBLIC WORKS

BRUCE JAMES
Freeholder
Committee Chair

TJ BEST
Freeholder Director

TERRY DUFFY
Freeholder

ANTHONY J. De NOVA
County Administrator

August 30, 2016

To: Monica Chacon

From: Darryl Sparta

Date: September 1, 2016

Re: Resolution Request

At the Public Works meeting held on August 29, 2016 permission was requested to sign an agreement with Heatwole Golf Design, LTD. Heatwove Golf Design, LTD was obtained through quotes to formulate and produce a design and construction specifications for a new synthetic golf course range tee for Preakness Valley Golf Course. The contract was addressed and approved pending the below changes for the fee and clarification on additional expenses.

The company will conduct a site visit and upon the site visit will provide Passaic County with plans, specifications, and scope of the project. The fee of \$1,800.00 includes the site visit, design plans, and traveling expenses of \$130.00 for a total charge of \$1,930.00.

The original contract stated that a partial payment would be made upon a site visit and a second payment would be made upon receipt of the plans, specifications and scope. The contract was revised to state that payment would be made, in full, upon completion of the site visit and receipt of the plans, specifications and scope of work. The original contract did not include budgets for communication expenses, reproductions costs, other project related expenses and compensation for special taxes. The revised contract states that no communication expenses, reproductions costs, or other project related expenses are anticipated for this project. Compensation for special taxes was removed from the contract.

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160836

COUNTY OF PASSAIC
 GOLF COURSE, CO OF PASSAIC
 (Q)973-225-3841 - CLUBHOUSE
 209 TOTOWA ROAD
 WAYNE, NJ 07470

REQUISITION	
NO.	R6-05745

S H I P T O	
V E N D O R	VENDOR #: 12003 HEATWOLE GOLF DESIGN, LTD 624 BERKSHIRE DRIVE STATE COLLEGE, PA 16803-3304

ORDER DATE: 09/19/16
 DELIVERY DATE:
 STATE CONTRACT:
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00/EA	Execution Fee/ Site Visit	0-16-56-755-004-602	900.0000	900.00
1.00/EA	Upon delivery of plans and specifications	0-16-56-755-004-602	900.0000	900.00
1.00/EA	Travel Expenses Date of Proposal July 11, 2016	0-16-56-755-004-602	130.2600	130.26
			TOTAL	1,930.26

Introduced on: October 11, 2016
 Adopted on: October 11, 2016
 Official Resolution#: R20160836

REQUESTING DEPARTMENT _____ DATE _____

COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. NAME OF REQUESTER & Tel # Darryl Sparta

2. DESCRIPTION OF RESOLUTION (PLEASE BE SPECIFIC AS POSSIBLE)

Resolution request for signed agreement with Heatwole Golf Design, LTD. Heatwole Design was obtained by quotes to formulate and produce a design and construction specification for an new synthetic golf course range tee for Preakness Valley Golf Course.

Heatwole Golf Design, LTD 624 Berkshire Drive State College, PA 16803-3304

3. CERTIFICATION INFORMATION:

AMOUNT OF EXPENDITURE - \$ 1,930.00

BUDGET ACCOUNT # 0-16-56-755-004-6012

BUDGET ACCOUNT # 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:	<u>DATE</u>
Administration & Finance	_____
Public Works / Buildings & Grounds	<u>8/29/2016</u>
Planning & Economic Development	_____
Health, Human Services & Community Affairs	_____
Law & Public Safety	_____
Energy	_____
___ Other Specify: _____	_____

5. DISTRIBUTION LIST:

Administration
Finance
Counsel

Introduced on: October 11, 2016 Board
Adopted on: October 11, 2016
Official Resolution#: R20160836 Specify

HEATWOLE GOLF DESIGN, LTD
Design Consulting Services Agreement

This Golf Course Agreement (this "Agreement") is made and entered into as of the _____ day of _____, 2016 by and between HEATWOLE GOLF DESIGN, LTD, a Pennsylvania corporation ("Company"), whose address is 624 Berkshire Drive, State College, PA 16803, and COUNTY OF PASSAIC, GOLF COURSE, CO OF PASSAIC, ("The Owner"), whose address is 209 Totowa Road, Wayne, NJ 07470, who hereby agree as set forth below.

INTRODUCTION

The Owner wishes to retain Company to formulate and produce a design for a new synthetic tee line (as hereby referred to as "The Improvements"), on a site known as Preakness Valley Golf Course located in Wayne, NJ (the "Golf Course"), and in such capacity, to provide those specific services set forth in this Agreement.

The following Design Consulting Services Proposal outlines those specific services Heatwole Golf Design will provide to County of Passaic in relation to The Improvements which will consist of an artificial tee line constructed on a concrete base for the Preakness Valley Golf Course practice area of The Golf Course.

ARTICLE I – GOLF COURSE DESIGN SERVICES

1.1 Design Services

Upon Company's receipt of an executed copy of this Agreement, Company will begin on the following design documents:

1. a scope of work for the project outlining the work that will be required to complete the project to the satisfaction of the Owner;
2. a detail of the concrete tee line in plan view;
3. a section detail of the concrete tee line;
4. specification for the construction of the concrete pad and the associated tie work around the new tee line;
5. TurfHound manufacturer's specifications and installation instructions;

The information in items 1-5 above will be illustrated on two - 24"x 36" plans.

To complete the work in Article I of this Agreement, Company will attend a maximum of (1) one meeting/site visit to be held at Preakness Valley Golf Course as deemed necessary by both the Company and The Owner. The Owner will reimburse Company for travel expenses related to the meeting/site. Upon completion of the site visit Company will invoice The Owner the first design fee payment. The Company will invoice the second design fee payment upon delivery of the design documents.

1.2 Limitations of the design for The Improvements.

Any necessary irrigation or engineering design services are **not included** in the scope of services provided by Company.

This is not a full Design Services Contract and is limited in scope as defined in this Article I. This Design Consulting Services Agreement **does not** include: Preparation of Documents for Approvals, Bid Documents and

Consultation for Contractor Bidding, or Construction Observation Services. Company will have no responsibility or liability beyond providing the scope of work and design documents stated in Article I.

If The Owner requests additional design services other than those specific services set forth in this Agreement, Company's hourly and per diem rates stated in Article III. 3.2 will apply. Prior to the start of any work deemed "additional to the agreement" Company will obtain written approval from The Owner stating the proposed scope of the "Additional Work" The Owner wishes Company to perform.

ARTICLE II – THE OWNER’S RESPONSIBILITIES

So that Company can adequately perform its duties herein:

- The Owner shall provide to Company full, accurate and complete information regarding Company's requirements for the completion of the design for the Golf Course, and The Owner will use its best efforts to notify Company regarding the requirements and/or recommendation of any third party consultants and governmental agencies which may restrict or otherwise impact the design process of The Improvements.
- The Owner shall furnish at The Owner's cost, before Company prepares the design for The Improvements, any of the following that may be available and relevant including, a land survey illustrating grades and lines of streets, and adjoining properties, rights-of way, restrictions, easements, zoning, deed restrictions, boundaries, and contours of the site, locations, dimensions and complete data pertaining to existing buildings, other improvements and trees, and full information concerning available service and utility lines, both public and private, above and below grade, including inverts and depths, aerial photographs, topographical maps, soil reports and other information relative to The Golf Course as Company may reasonably require (the "Site Documents"). The Owner shall provide all pertinent information to Company in AutoCAD or other format acceptable to Company. If any of the site information listed above is not available, Company will use its best efforts to develop the design for The Improvements within the framework of information available at that time, Company will not be responsible for design conflicts if information is not included in the Site Documents.
- The Owner will be responsible for retaining the services of qualified professional consultants to review the design for The Improvements where required, in order to assure compliance with all applicable laws and regulations affecting the site, including, without limitation, environmental, wetlands, land use, engineering, zoning and other similar matters. Company agrees to work with such consultants as required in the design process. The Owner will supply Company with copies of all construction, engineering, zoning, environmental, and other regulations applicable to the Golf Course. Although Company will take care to prepare the design for The Improvements in compliance with such regulations, it will be The Owner's responsibility to insure such compliance. If requested to do so by The Owner, Company will adjust the design for The Improvements to conform to such regulations prior to the completion and delivery of the Plans, Specifications and Scope of Work.

The services, information, surveys and reports required by this Article to be provided by The Owner to Company, shall be furnished at The Owner's expense. Company and The Owner agree that Company shall be entitled to rely upon the accuracy and completeness of such services, information, surveys and reports.

ARTICLE III – GOLF COURSE DESIGNERS COMPENSATION

3.1 Company Fee Schedule. The Owner will pay Company a fee of One Thousand, Nine Hundred thirty Dollars and Twenty-six cents (\$1,930.26) (“the Fee”) for its services hereunder, payable on a non-refundable basis as follows:

- a. One Thousand Eight Hundred Dollars (\$1,800.00) of the Fee will be billed by Company upon the execution of this Agreement; the completion of the site visit; and the delivery to The Owner; the Plans, Specifications and Scope of Work as described in Article I.1.
- b. One Hundred Thirty Dollars and Twenty-six cents (\$130.26) will be billed by Company for expenses directly related to travel to the Golf Course.

3.2 Hourly and Per Diem Rates. Where the Method of Compensation for any Services is calculated on an hourly or daily basis, the fee shall be based on the Company’s time record at \$120.00 per hour or \$1,200.00 per day.

3.3 Reimbursable Expenses. In addition to the compensation stated in Article 3.1, The Owner will reimburse Company for all reasonable expenses related to the design for The Improvements Golf Course. Reimbursable Expenses include actual expenditures made by Company, Company’s employees, Company’s consultants or Company’s sub consultants retained (if any), in the interest of the Project for the following:

Travel Expense, as applicable, including meals, lodging, car expense (rentals, gas and insurance), parking fees, and/or taxi expense, and miscellaneous fees such as tips. Personal or corporate automobiles shall be reimbursed at the mileage rate recommended by the Internal Revenue Service at the time of travel; (Travel Expenses for the project site visit are \$130.26 based on dividing travel expense with other projects in the area. Google Maps has Preakness Valley Golf Course at 225 miles from my office. At 225 x \$.54 (current IRS mileage rate) = \$121.50 and add \$8.26 for meals and the total for travel expenses will \$130.26);

Communication Expenses, including postage and courier costs and other handling and delivery of Instruments of Service; (no Communication Expenses are anticipated for this project as the design documents will be delivered to The Owner electronically);

Reproduction Costs, including in house and contracted blueprints or computer plots, and other copies or reproductions in connection with the project; (no Reproduction Costs are anticipated for this project as Company will not provide any paper copies of the design documents to The Owner);

Other Project Related Expenses; other than those listed above for the Golf Course; (no Other Project Related Expenses will be billed to The Owner unless The Owner requests and approves any additional work beyond the scope stated in Article I.1.1 of this Agreement which may require other project expenses).

The Owner agrees to promptly reimburse Company upon Company’s submission of expense statements to The Owner. All reimbursable expenses will be due no later than 30 days from date of invoice. Late payments will be subject to a late payment charge as stated in Article IV.4.6 of this Agreement.

ARTICLE IV – AGREEMENT TERMS AND PROVISIONS

4.1 Term and Termination. Unless this Agreement is earlier terminated as provided herein; the period during which Company will render its design and consulting services under this Agreement (the “Term of Service”)

will commence upon execution of the Agreement and continue until The Owner's acceptance of the Design Services stated in Article I.

Company may terminate this Agreement by giving written notice thereof to The Owner upon the occurrence of any of the following circumstances: (i) if any design requirements of the Golf Course site or changes required by The Owner conflict with Company's design standards, (ii) if The Owner fails to make any payment to Company within thirty (30) days of written notice, (iii) in the event of the bankruptcy or insolvency of The Owner, or (iv) in the event of any other material breach of this Agreement by The Owner. Company's election to terminate this Agreement pursuant to this Article IV.4.1 shall not constitute a waiver of any claims Company may have against The Owner for breach of this Agreement, and any such termination of this Agreement by Company shall not release The Owner from any liabilities incurred prior to the effective date of such termination.

The Owner may terminate this Agreement by giving written notice thereof to Company in the event of any material breach of this Agreement by Company, or in the event of the bankruptcy or insolvency of Company. The Owner's election to terminate this Agreement pursuant to this Article IV.4.1 shall not constitute a waiver of any claims The Owner may have against Company for breach of this Agreement, and any such termination of this Agreement by The Owner shall not release Company from any liabilities incurred prior to the effective date of such termination.

Upon termination of this Agreement for any reason provided for in this Article IV during the term of this Agreement, Company will have no further obligation to perform any services under this Agreement or to deliver any further plans or documents or other written materials to The Owner, and The Owner will cease using and will have no further right to use in any manner whatsoever any of the design documents or any other written or electronically recorded materials prepared by Company under this Agreement. In the event this Agreement is terminated, The Owner will remain obligated to pay any unpaid amount of Company's fee already payable, and to pay Company for any unpaid or unreimbursed expenses already incurred under Article III.3.3.

Upon termination of this Agreement for any reason provided for in this Article IV.4.1, the following rights and obligations of the parties under this Agreement shall survive such termination: (i) all obligations and liabilities of the parties hereunder already accrued at the time of such termination; (ii) the liability and indemnity obligations of the parties under Article IV.4.3 and Article IV.4.4 with respect to claims that arose (whether or not asserted) prior to such termination; and (iii) the mediation provisions in Articles IV.4.5.

4.2 Liability. Company will be liable to The Owner for damages caused by Company's breach of this Agreement, negligence, and intentional acts and The Owner will be liable to Company for damages caused by The Owner's breach of this Agreement, negligence, and intentional acts provided that neither party will be liable to the other for any consequential or incidental damages arising out of such a breach. In the event a third party asserts any claim relating to the Golf Course, The Owner agrees to indemnify, defend and hold harmless Company, its officers, directors, employees, consultants, agents, and David Heatwole against and from any and all liabilities, losses, costs, expenses, or damages incurred by them as a result of such claim, including reasonable legal fees and expenses of settlement or defense related thereto, unless such claim results from a breach of this Agreement by Company. Without limiting the generality of the foregoing indemnity, The Owner acknowledges that Company shall be indemnified from claims arising out of the acts, errors, omissions, strict liability duties, and/or financial obligations of The Owner and/or its principals, employees, co-venturers, agents, and independent contractors in connection with the design (other than design work performed by Company), operation, use and maintenance of the Golf Course, any related facilities or structures, and/or any associated real estate development. In the event a third party asserts any claim resulting from the Company's breach of this Agreement, the Company agrees to indemnify, defend and hold harmless The Owner, its officers, directors, employees, consultants and agents against and from any and all liabilities, losses, costs expenses, or damages

incurred by The Owner as a result of such claim, including reasonable legal fees and expenses of settlement or defense related thereto, unless such claim results from a breach of this Agreement by The Owner.

Company and David Heatwole will not in any event be responsible or liable for any improper performance by the contractor or any subcontractor, any independent professionals retained by The Owner, or any testing laboratory, or for the installation or use of any improper or defective materials or equipment or structures on the Golf Course, or for the failure of any materials or equipment to perform in the manner expected or specified. The Owner acknowledges that the foregoing provision is necessary in order to allow Company to have free access to information regarding the work of independent third parties without assuming any obligation to The Owner to assure or monitor their performance, and The Owner hereby waives any claims it might otherwise assert under any applicable legal theory which would conflict with such provision.

In recognition of the relative risks and benefits of the design for The Improvements to both The Owner and Company, the risks have been allocated such that The Owner agrees, to the fullest extent permitted by law, to limit the liability of the Company and Company's officers, directors, partners, employees, shareholders, clients and sub-consultants for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert witness fees and costs, so that the total aggregate liability of the Company and Company's officers, directors, partners, employees, shareholders, clients and sub-consultants shall not exceed the Company's total fee for services rendered under this Design Services Agreement. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law. In turn, The Owner will only be liable to Company for any and all fees and expenses related to this agreement.

4.3 Time Limit for Claims. The Owner shall give written notice of any event of default or claim based thereon within one (1) year of receipt of the design for The Improvements. Any purported event of default or claim not asserted within such time shall be forever barred, notwithstanding any longer period of time applicable under any statute of limitations or equitable doctrine. The Owner expressly agrees that the foregoing provision may be asserted in any litigation or proceeding brought after expiration of the time period and shall acquiesce in any dismissal on such grounds.

4.4 Notice and Payments. Notices between the parties shall be in writing and shall be deemed to have been properly given if delivered by express courier service or by U.S. Mail, return receipt requested, to the address of the receiving party as set forth on the first page of this Agreement. Notices will be effective on the date of receipt if sent by mail or courier.

Payment hereunder to Company will be made in U.S. Dollars and will be via certified check. If any payments due to Company under this Agreement are subject to withholding for income taxes, then The Owner will withhold such taxes as required and will supply company with an official certificate of such withholding for purposes of Company's United States income taxes.

4.5 Mediation. In an effort to resolve any conflicts that arise regarding the Design Consulting Services Agreement, Company and The Owner agree that all disputes between them arising out of or relating to this Agreement or the Project shall be submitted to nonbinding mediation.

4.6 Late Payment Charges. Any unpaid installment of Company's fee or any expense reimbursement to Company due and payable under this Agreement will bear interest at the rate of twelve percent (12%) per annum from its due date until paid in full. Whenever interest charges are due the Company under this Agreement, and current payment does not fully cover the total invoice amount these partial payments shall be credited first to interest in full, then to expenses and lastly, to professional fees. So long as any such installment remains unpaid, Company's obligations under this Agreement will be suspended. Company shall be entitled to

recover its reasonable expenses and attorney's fees incurred in connection with efforts to collect payments in arrears and late charges, regardless of whether or not legal action is instituted to collect such payments.

4.7 The Owner's Representations. The Owner represents and warrants that The Owner has all power and authority to enter into this Agreement and has duly and validly authorized this Agreement.

4.8 Miscellaneous. This Agreement will be construed in accordance with and governed by the laws of the State of New Jersey. This written Agreement constitutes the entire Agreement between the parties relating to the subject matter hereof and is the final expression of the Agreement between the parties. Nothing in this Agreement is intended to create a contractual relationship for the benefit of any third party. There are no intended beneficiaries of this Agreement except Company and The Owner.

IN WITNESS WHEREOF, Company and The Owner have duly executed this Agreement as of the day and year first above written.

COMPANY:
HEATWOLE GOLF DESIGN, LTD.

By: David J. Heatwole

David J. Heatwole, President

THE OWNER:
COUNTY OF PASSAIC
(Preakness Valley Golf Course)

By: _____

(Print name and title)



July 11, 2016

Mr. Brian Wong
Preakness Valley Golf Club
209 Totowa Road
Wayne, NJ 07470

RE: Design Services Proposal for Design of a synthetic tee line for the practice area of Preakness Valley Golf Course

Dear Brian,

As per our discussion and correspondence regarding a proposed synthetic tee line for Preakness Valley Golf Course, we have developed a Proposal for Design Services.

The following outlines those services Heatwole Golf Design (HGD) will provide to Preakness Valley Golf Course (The Owner) in relation to the design of the proposed synthetic tee line for the practice range.

Design Services

Heatwole Golf Design will provide the following:

1. a scope of work for the project outlining the work that will be required to complete the project to the satisfaction of the Owner;
2. a detail of the concrete tee line in plan view
3. a section detail of the concrete tee line;
4. specification for the construction of the concrete pad and the associated tie work around the new tee line;
5. TurfHound manufacturer's specifications and installation instructions;

The information in items 1-5 above will be illustrated on one or two - 24"x 36" plans.

One meeting/site visit will be included in this proposal.

Limitations of Design provided by Heatwole Golf Design

Any necessary irrigation or engineering design services are **not included** in the scope of services provided by HGD.

This is not a full design services proposal and **does not include**: Preparation of Documents for Approvals, Bid Documents and Consultation for Contractor Bidding, or Construction Observation Services. If the Owner requested any additional services beyond those listed under Design Services above those services will be billed HGD daily and hourly rates of \$1,200.00/day and \$120/hour unless otherwise agreed upon by both parties.

624 Berkshire Drive State College, PA 16803
Phone (814)867-0322

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160836



COUNTY OF PASSAIC

Department of Parks
209 Totowa Road
Wayne, NJ 07470

Preakness Valley Golf Course
973-881-4922/4922

NICK ROCA
Parks Director

PUBLIC WORKS

BRUCE JAMES
Freeholder
Committee Chair

TJ BEST
Freeholder Director

TERRY DUFFY
Freeholder

ANTHONY J. De NOVA
County Administrator

August 30, 2016

To: Monica Chacon

From: Darryl Sparta

Date: September 1, 2016

Re: Resolution Request

At the Public Works meeting held on August 29, 2016 permission was requested to sign an agreement with Heatwole Golf Design, LTD. Heatwove Golf Design, LTD was obtained through quotes to formulate and produce a design and construction specifications for a new synthetic golf course range tee for Preakness Valley Golf Course. The contract was addressed and approved pending the below changes for the fee and clarification on additional expenses.

The company will conduct a site visit and upon the site visit will provide Passaic County with plans, specifications, and scope of the project. The fee of \$1,800.00 includes the site visit, design plans, and traveling expenses of \$130.00 for a total charge of \$1,930.00.

The original contract stated that a partial payment would be made upon a site visit and a second payment would be made upon receipt of the plans, specifications and scope. The contract was revised to state that payment would be made, in full, upon completion of the site visit and receipt of the plans, specifications and scope of work. The original contract did not include budgets for communication expenses, reproductions costs, other project related expenses and compensation for special taxes. The revised contract states that no communication expenses, reproductions costs, or other project related expenses are anticipated for this project. Compensation for special taxes was removed from the contract.

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160836

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING THE ONE YEAR OPTION TO RENEW CONTRACT WITH SCHINDLER ELEVATOR CORP. FOR MAINTENANCE AND SERVICE OF THIRTY-THREE ELEVATORS IN VARIOUS PASSAIC COUNTY BUILDINGS RETROACTIVE FROM FEBRUARY 1, 2016 THROUGH JANUARY 31, 2017 IN THE AMOUNT OF \$54,459.00, 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

Public Works

COMMITTEE NAME

Official Resolution#	R20160837						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-32						
CAF #	6-01-20-112-001-213						
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

RESOLUTION AUTHORIZING THE ONE YEAR OPTION TO RENEW CONTRACT WITH SCHINDLER ELEVATOR CORP. FOR MAINTENANCE AND SERVICE OF THIRTY-THREE ELEVATORS IN VARIOUS PASSAIC COUNTY BUILDINGS RETROACTIVE FROM FEBRUARY 1, 2016 THROUGH JANUARY 31, 2017 IN THE AMOUNT OF \$54,459.00

WHEREAS the Board of Chosen Freeholders of the County of Passaic adopted Resolution R-2014-0207 on March 26, 2014, awarding a contract to Schindler Elevator Corp. of Morristown, NJ for the provision of Preventive Maintenance and Service of thirty-three elevators in various Passaic County buildings; and

WHEREAS the contract term is February 1, 2014 through January 31, 2016 with a one-year option to renew; and

WHEREAS there exists a need to keep the elevators located in Passaic County buildings in good working order and up-to-date with their inspections; and

WHEREAS the Superintendent of Buildings is desirous of exercising the one-year option, retroactive from February 1, 2016 through January 31, 2017, in the amount of \$54,459.00, as per his letter dated October 5, 2016 and attached hereto and made a part hereof; and

WHEREAS the Public Works and Buildings & Grounds Committee reviewed this matter at a meeting held on September 26, 2016 and recommends this resolution to the full Board for adoption; 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 Chosen Freeholders of the County of Passaic that, pursuant to the terms and conditions set forth above, it does hereby authorize the one-year option to renew its contract with Schindler Elevator Corp. of Morristown, NJ for the term specified within for maintenance & service of thirty-three elevators in various Passaic County buildings.

BE IT FURTHER RESOLVED that the Office of the Passaic County Counsel shall forward official notification to the referenced vendor of the within action taken by this Board.

October 11, 2016



County of Passaic

Administration Building

317 Pennsylvania Avenue • Paterson, New Jersey 07503

Jack Nigro
County Superintendent of
Buildings & Grounds

TEL: (973) 881-4425
CELL PHONE: (973) 592-2168
PAGER: (973) 308-0157
FAX: (973) 754-1988
E-MAIL: jackn@passaiccountynj.org

October 5, 2016

Ms. Monica Chacon, Esq.
Asst. Passaic County Counsel
401 Grand Street
Paterson, New Jersey 07505

Re: Awarding of contract for Maintenance and Service
Of (33) thirty-three elevators in Various Passaic
County Buildings.

Dear Ms. Chacon:

Bids were received for the above referenced maintenance and service of thirty three elevators in Various County Buildings, on January 23, 2014. The Public Works Committee reviewed said bids at their Meeting held on September 26, 2016 and approved an option year award of Contract to Shindler Elevator Corp.

In an option year for the amount of \$54,459.00.

Please prepare the necessary Resolution to be placed on the next Board of Chosen Freeholders' Meeting Scheduled for October 11, 2016.

Very truly yours,

A handwritten signature in black ink, appearing to read "Jack Nigro", written over a horizontal line.

Jack Nigro,
Superintendent of Buildings & Grounds

JN/IT
Enclosure

Cc: Freeholder James Chair, Public Works and Buildings & Grounds Committee
Anthony DeNova, Passaic County Administrator

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160837

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$54,459.00

APPROPRIATION: \$49,920.75 – 6-01-20-112-001-213
\$ 4,538.25 * subject to inclusion in 2017 adopted
Budget.

PURPOSE: Resolution authorizing the one year option to renew
contract with Schindler elevator Corp. retroactive
from February 1, 2016 through January 31, 2017.



Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

RC:fr



County of Passaic

Administration Building

317 Pennsylvania Avenue • Paterson, New Jersey 07503

Jack Nigro
County Superintendent of
Buildings & Grounds

TEL: (973) 881-4425
CELL PHONE: (973) 592-2168
PAGER: (973) 308-0157
FAX: (973) 754-1988
E-MAIL: jackn@passaiccountynj.org

October 5, 2016

Ms. Monica Chacon, Esq.
Asst. Passaic County Counsel
401 Grand Street
Paterson, New Jersey 07505

Re: Awarding of contract for Maintenance and Service
Of (33) thirty-three elevators in Various Passaic
County Buildings.

Dear Ms. Chacon:

Bids were received for the above referenced maintenance and service of thirty three elevators in Various County Buildings, on January 23, 2014. The Public Works Committee reviewed said bids at their Meeting held on September 26, 2016 and approved an option year award of Contract to Shindler Elevator Corp.

In an option year for the amount of \$54,459.00.

Please prepare the necessary Resolution to be placed on the next Board of Chosen Freeholders' Meeting Scheduled for October 11, 2016.

Very truly yours,

A handwritten signature in black ink, appearing to read "Jack Nigro", with a long, sweeping flourish extending to the right.

Jack Nigro,
Superintendent of Buildings & Grounds

JN/IT
Enclosure

Cc: Freeholder James Chair, Public Works and Buildings & Grounds Committee
Anthony DeNova, Passaic County Administrator

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160837

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM


Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE NEW SYNTHETIC GOLF COURSE RANGE TEE FOR THE PREAKNESS VALLEY GOLF COURSE IN WAYNE, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION

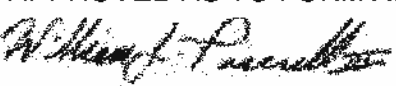
THIS RESOLUTION WAS REQUESTED BY:

ENGINEERING

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#		R20160838					
Meeting Date		10/11/2016					
Introduced Date		10/11/2016					
Adopted Date		10/11/2016					
Agenda Item		k-33					
CAF #							
Purchase Req. #							
Result		Adopted					
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

Res Pg: k.33-2

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT
OF BIDS FOR THE NEW SYNTHETIC GOLF COURSE RANGE
TEE FOR THE PREAKNESS VALLEY GOLF COURSE IN
WAYNE, NEW JERSEY**

WHEREAS the Passaic County Engineer's Office has received the Construction Plans and Specifications for the New Synthetic Golf Course Range Tee for the Preakness Valley Golf Course in Wayne, NJ; and

WHEREAS the Passaic County Engineer and the Office of the Passaic County Counsel have reviewed the Plans and Specifications and find them to be in conformance with Passaic County and other engineering standards; and

WHEREAS by letter dated October 6, 2016 the Passaic County Parks Department has recommended that the Board of Chosen Freeholders approve said Plans and Specifications and authorize the Department of Procurement to advertise and receive bids for this project; and

WHEREAS this matter was discussed by the Freeholder members of the Committee for Public Works and Buildings & Grounds via e-mail and 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 Department of Procurement to advertise and receive bids for this project.

October 11, 2016

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160838



County of Passaic

Parks Department
209 Totowa Road
Wayne, NJ 07470
Office (973) 881-4832
Fax (973) 872-2684

To: Monica Chacon
From: Darryl Sparta
Date: October 6, 2016
Re: PROJECT: New synthetic Golf Course Range Tee for Passaic Valley Golf Course

Heatwole Golf Design, LTD has conducted a site visit and has proposed design plans and construction and material specifications for the new synthetic golf course range tee for Preakness Valley Golf Course in Wayne NJ. The project consists of installing a new synthetic teeing surface to replace the existing range tee. The County Engineer and my office have reviewed the plans and specifications and find them to be in conformance with Passaic County and other engineering standards

The above-mentioned Project was discussed and recommended for approval, via email, with the Public Works Committee and Buildings & Grounds Committee. Funds for this Project were budgeted for and are included in the open space trust fund allocations for this year

I recommend that the Board of Chosen Freeholders adopt the necessary resolution, approving the plans and specifications, and authorize the Department of Procurement to advertise and receive bids for the construction and installation of the Project.

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
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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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION FOR AWARD OF CONTRACT TO LOU'S LANDSCAPING & DESIGN, INC. AS IT PERTAINS TO THE PREAKNESS VALLEY GOLF COURSE RED (WEST) HOLE #7 IMPROVEMENTS PROJECT IN THE TOWNSHIP OF WAYNE, NJ, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:
ENGINEERING

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#	R20160839						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-34						
CAF #	C-04-55-103-000-901						
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

Res. Pg. k.34-2

**RESOLUTION FOR AWARD OF CONTRACT TO LOU'S
LANDSCAPING & DESIGN, INC. AS IT PERTAINS TO THE
PREAKNESS VALLEY GOLF COURSE RED (WEST) HOLE #7
IMPROVEMENTS PROJECT IN THE TOWNSHIP OF WAYNE, NJ**

WHEREAS bids for the Preakness Valley Golf Course Red (West) Hole #7 Improvements Project in the Township of Wayne, NJ were received on October 4, 2016; and

WHEREAS the bids were reviewed and tabulated by the Office of the Passaic County Engineer; and

WHEREAS Lou's Landscaping & Design, Inc. submitted a bid for the above-mentioned project and the County Engineer has recommended an award in the sum of \$262,365.00 as per the terms of the attached letter dated October 6, 2016 as the lowest responsible bidder; and

WHEREAS this matter was discussed by the Freeholder members of the Public Works and Buildings & Grounds Committee via e-mail 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 Preakness Valley Golf Course Red (West) Hole #7 Improvements Project in the Township of Wayne, NJ as noted above to Lou's Landscaping & Design, Inc. in the amount of \$262,365.00; 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.

October 11, 2016

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$262,365.00

APPROPRIATION: \$211,660.68 – C-04-55-103-000-901
\$50,704.32 – C-04-55-965-000-901

PURPOSE: Resolution for award of contract to Lou's Landscaping & Design, Inc. as it pertains to the Preakness Valley Golf course red (west) Hole #7 improvements project in the Township of Wayne, NJ


Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

RC:fr



County of Passaic

Administration Building
401 Grand Street • Paterson, New Jersey 07505

Res-Pg:k.34-4

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

October 6, 2016

Board of Chosen Freeholders
Passaic County Administration Building
401 Grand Street
Paterson, New Jersey 07505

PROJECT: Preakness Valley Golf Course
Red (West) Hole #7 Improvements
Passaic County Golf Course
Township of Wayne
AWARD OF CONTRACT

Dear Members of the Board:

The County of Passaic received Open Competitive Bids at 10:30 A.M. on Tuesday, October 4, 2016 at the Passaic County Procurement Center, 475 River Street, Paterson, New Jersey 07502 in the Conference Room for the Preakness Valley Golf Course – Red (West) Hole #7 Improvements in the Township of Wayne.

The following Vendors submitted Total Price Bids as follows:

<u>NAME OF BIDDER</u>	<u>TOTAL AMOUNT BID</u>	
	<u>AS READ/SUBMITTED</u>	<u>CORRECTED</u>
1. Lou's Landscaping & Design, Inc. 573 Valley Road, Suite 7A Wayne, NJ 07470	\$ 262,365.00	No Change
2. George E. Ley Company 130 Devereux Road Glenmore, PA 19343	\$ 292,922.50	\$283,194.40
3. Simpson & Brown, Inc. 119 North Ave West Cranford, NJ 07016	\$ 429,784.00	No Change

Attached is a Summary of Bid Tabulation Chart for the bids received above for your information. The Engineer's Estimate for this Project is \$437,285.00.

The above Price Proposals and correspondences were emailed, reviewed and discussed with the Public

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160839

In view of the above, the Committee recommended that the Contract be awarded to the lowest responsible bidder, Lou's Landscaping & Design, Inc. of Wayne, New Jersey, with a submitted total amount bid of \$262,365.00.

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, Lou's Landscaping & Design, Inc. of Wayne, New Jersey in the amount of \$262,365.00 (Two Hundred Sixty Two Thousand Three Hundred Sixty Five 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
Director of Parks

K:\Users\jonathan_p\Colfax Ave\BCF\Board Award Letter_2016_10_06.doc

PASSAIC COUNTY

OFFICE OF THE COUNTY ENGINEER
 PROJECT: PREAKNESS VALLEY GOLF COURSE - RED (WEST) HOLE #7 IMPROVEMENTS
 PASSAIC COUNTY GOLF COURSE
 MUNICIPALITY: TOWNSHIP OF WAYNE
 DATE RECEIVED: OCTOBER 4, 2016

Introduced on: October 11,
 Adopted on: October 11,
 Official Resolution#: R20160839

ITEM NO.	NAME, ADDRESS, AND BID OF EACH BIDDER	ESTIMATE			ESTIMATE			UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
		UNIT	QUANTITY	PRICE	UNIT	QUANTITY	PRICE				
1	PERFORMANCE AND PAYMENT BOND	L.S.	1	\$15,000.00				\$15,000.00			
2	MOBILIZATION	L.S.	1	\$15,000.00				\$15,000.00			
3	CONSTRUCTION LAYOUT	L.S.	1	\$5,000.00				\$5,000.00			
4	CLEARING SITE	L.S.	1	\$5,000.00				\$5,000.00			
5	2" DIA. MICRO-SILT TURF FLOW PIPE, INCLD. BACKFILL AND WYE CONNECTION	L.F.	11,200	\$25.00				\$280,000.00			
6	6" DIA. HDPE HEADER, INCLD. BACKFILL	L.F.	1,266	\$35.00				\$44,310.00			
7	4" DIA. C.P.P.P. W/FILTER SOCK, INCLD. BACKFILL, IF & WHERE DIRECTED	L.F.	350	\$25.00				\$8,750.00			
8	6" DIA. C.P.P.P. W/FILTER SOCK, INCLD. BACKFILL, IF & WHERE DIRECTED	L.F.	400	\$27.00				\$10,800.00			
9	INLINE FLEXIBLE CHECKVALVES, 6" DIA.	UNIT	2	\$600.00				\$1,200.00			
10	HDPE AREA DRAIN, 12" IF & WHERE DIRECTED	UNIT	12	\$800.00				\$9,600.00			
11	PRECAST MANHOLE	UNIT	1	\$10,000.00				\$10,000.00			
12	FERTILIZING AND SEEDING	S.Y.	3,000	\$1.00				\$3,000.00			
13	STRAW MULCHING	S.Y.	3,000	\$1.00				\$3,000.00			
14	CAUTION FENCE	L.F.	3,000	\$5.00				\$15,000.00			
15	SILT FENCE	L.F.	1,300	\$5.00				\$6,500.00			
16	CONSTRUCTION ACCESS DRIVE	S.Y.	175	\$15.00				\$2,625.00			
17	NEW DRAINAGE SYSTEM AS-BUILT	L.S.	1	\$2,500.00				\$2,500.00			
	TOTAL							\$437,285.00			

Deviation from Engineer's Total Amount Estimate - Amount (\$174,920.00)
 Deviation from Engineer's Total Amount Estimate - Percentage -40.0%

George E. Ley Company
 130 Devereux Road
 Glenmore, PA 19343

Lou's Landscaping & Design, Inc.
 573 Valley Road, Suite 7A
 Wayne, NJ 07470

(\$154,090.60)
 -35.2%

(\$262,365.00)
 \$283,194.40



County of Passaic

Administration Building
401 Grand Street • Paterson, New Jersey 07505

Res-Pg:k.34-7

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

October 6, 2016

Board of Chosen Freeholders
Passaic County Administration Building
401 Grand Street
Paterson, New Jersey 07505

PROJECT: Preakness Valley Golf Course
Red (West) Hole #7 Improvements
Passaic County Golf Course
Township of Wayne
AWARD OF CONTRACT

Dear Members of the Board:

The County of Passaic received Open Competitive Bids at 10:30 A.M. on Tuesday, October 4, 2016 at the Passaic County Procurement Center, 475 River Street, Paterson, New Jersey 07502 in the Conference Room for the Preakness Valley Golf Course – Red (West) Hole #7 Improvements in the Township of Wayne.

The following Vendors submitted Total Price Bids as follows:

<u>NAME OF BIDDER</u>	<u>TOTAL AMOUNT BID</u>	
	<u>AS READ/SUBMITTED</u>	<u>CORRECTED</u>
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3. Simpson & Brown, Inc. 119 North Ave West Cranford, NJ 07016	\$ 429,784.00	No Change

Attached is a Summary of Bid Tabulation Chart for the bids received above for your information. The Engineer's Estimate for this Project is \$437,285.00.

The above Price Proposals and correspondences were emailed, reviewed and discussed with the Public

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160839

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING PURCHASE OF VARIOUS ITEMS BY THE PASSAIC COUNTY PROSECUTOR'S OFFICE, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:
PROSECUTOR'S OFFICE

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#	R20160840						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-35						
CAF #	T-22-56-850-020-801						
Purchase Req. #	R6-05965						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

**RESOLUTION AUTHORIZING PURCHASE OF VARIOUS ITEMS BY
THE PASSAIC COUNTY PROSECUTOR'S OFFICE**

WHEREAS the Passaic County Prosecutor's Office (the "PCPO") has requested the purchase of various goods and services from qualified vendors for use in furtherance of its law enforcement and/or administrative objectives and/or those of various law enforcement agencies within the County; 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 from forfeited funds obtained by the PCPO and/or administered by the PCPO on behalf of the Passaic County Sheriff's Department and/or local law enforcement agencies in accordance with applicable law; 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 the Freeholder Law and Public Safety Committee has considered this matter on October 4, 2016 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 Passaic City Police Department Radio Dispatch Center (the Passaic PD forfeited funds trust account is funding \$ 150,000 out of the total cost of \$ 482,885.70)
Using Agency:	Passaic City Police Department
Purchase Price:	\$ 150,000.00
Vendor:	GTBM Inc.
Authority:	New Jersey State Contract Number Passaic City Council Resolution Number 16-07-210, dated 7/19/16
Contract #:	A83924 and A83904
Account:	Passaic Police Department Local Forfeiture Account

Account #: T-22-56-850-020-801
Requisition #: R6-05965

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: October 11, 2016

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$150,000.00

APPROPRIATION: T-22-56-850-020-801

PURPOSE: Resolution authorizing purchase of various items by the Passaic County Prosecutor's office.



Richard Cahill
Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

RC:fr

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
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Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING THE PASSAIC COUNTY PROSECUTOR'S OFFICE TO APPLY FOR VOCA CONTINUATION GRANT FUNDS IN CONNECTION WITH A PROJECT ENTITLED "PASSAIC COUNTY SEXUAL ASSAULT RESPONSE TEAM/FORENSIC NURSE EXAMINER (SANE/FNE)", ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:

PROSECUTOR'S OFFICE

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#		R20160841						
Meeting Date		10/11/2016						
Introduced Date		10/11/2016						
Adopted Date		10/11/2016						
Agenda Item		k-36						
CAF #								
Purchase Req. #								
Result		Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	
Best Jr	<				<			
Bartlett	<				<			
Duffy	<				<			
James	<			<	<			
Lazzara	<				<			
Lepore	<				<			
Lora	<		<		<			

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

Dated: October 12, 2016

RESOLUTION AUTHORIZING THE PASSAIC COUNTY PROSECUTOR'S OFFICE TO APPLY FOR VOCA CONTINUATION GRANT FUNDS IN CONNECTION WITH A PROJECT ENTITLED "PASSAIC COUNTY SEXUAL ASSAULT RESPONSE TEAM/FORENSIC NURSE EXAMINER (SANE/FNE)"

WHEREAS the Passaic County Prosecutor's Office wishes to apply to the New Jersey Department of Law and Public Safety, Division of Criminal Justice, State Office of Victim Witness Advocacy for VOCA continuation grant funds in connection with a project entitled "Passaic County Sexual Assault Response Team/Forensic Nurse Examiner (SANE/FNE)" for the period of October 1, 2016 through September 30, 2017, Grant Number VS-38-15; and

WHEREAS the goals of this Program will be to offer needed services to victims of sexual assault to affected Passaic County citizens; and

WHEREAS it is anticipated that funding for this project will be Ninety-five Thousand Two Hundred Fifty Dollars (\$95,250.00) with an in kind salary match of Twenty-three Thousand Eight Hundred Thirteen Dollars (\$23,813.00); and

WHEREAS the Freeholder Law and Public Safety Committee reviewed this request at its October 4, 2016 meeting 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, pursuant to the terms set forth above, as a matter of public policy, Passaic County wishes to participate with the State of New Jersey

Department of Law & Public Safety, Division of Criminal Justice to the greatest extent possible for the operation of the said Passaic County SART/FNE Program to the greatest extent possible; and

BE IT FURTHER RESOLVED that the Director of the Division of Criminal Justice be and is hereby requested to accept the application on behalf of Passaic County, and the Passaic County Director of Finance be authorized to accept the funds in connection with said project from the said Director of Criminal Justice and make disbursements in accordance with the application herein; and

BE IT FURTHER RESOLVED that the Freeholder Director, Clerk to the Board, County Counsel, Finance Director and all other necessary officers and employees be and are hereby authorized to execute such other documents as are necessary to effectuate this Resolution.

Dated: October 11, 2 016



CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lieutenant Governor

State of New Jersey
OFFICE OF THE ATTORNEY GENERAL
DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF CRIMINAL JUSTICE
PO BOX 085
TRENTON, NJ 08625-0085
TELEPHONE: (609) 984-6500

CHRISTOPHER S. PORRINO
Attorney General

ELIE HONIG
Director

September 12, 2016

Honorable Camelia M. Valdes
Passaic County Prosecutor's Office
401 Grand Street
Paterson, NJ 07505

Re: FFY15 Victims of Crime Act (VOCA) Victim Assistance Grant Program
County Sexual Assault Response Team/Forensic Nurse Examiner
SART/FNE Program
Grant Number: VS-38-15

Dear Prosecutor Valdes:

The New Jersey Division of Criminal Justice (DCJ) is accepting applications for the 2015 County SART/FNE Program under the Victims of Crime Act (VOCA) Grant Program. This year, \$1.83M has been allocated for the Statewide SART/FNE Program. The allocation for each county was derived from a formula which includes a base amount plus a graduated increase based on a three-year average of examinations conducted in counties with more than 50 examinations per year.

Your county is offered a federal grant in the amount of \$95,250 Federal Portion. There is a required match of 20% of the total project cost. If the county applies for the full amount, the required match will be \$23,813. The grant period will be October 1, 2016 through September 30, 2017.

All required reports for your previous grant must be current and on file with the State Office of Victim Witness Advocacy (SOVWA) prior to the start of your continuation grant.



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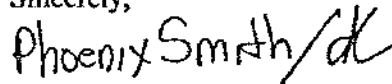


Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160841

An application package will be emailed to Joanne Hatt SART/FNE Coordinator.
The completed application and grant certifications should be submitted to the SOVWA by
October 31, 2016.

Please contact Jessica Guglich at (609) 292-8249 should you require further assistance.

Sincerely,



Phoenix Smith, Chief
State Office of Victim Witness Advocacy

c: Joanne Hatt SART/FNE Coordinator
Todd Stanley, CPA
Jessica Guglich, Program Analyst
Marilyn Easley, SOVWA

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
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Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING PURCHASE OF FORCE-ON-FORCE MARKING CARTRIDGES FOR TYPE L SIMUNITIONS TRAINING EQUIPMENT FOR THE PASSAIC COUNTY SHERIFF'S OFFICE THROUGH STATE CONTRACT, 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#	R20160842						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-37						
CAF #	6-01-25-157-001-203						
Purchase Req. #	R6-05964						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

**RESOLUTION AUTHORIZING PURCHASE OF
FORCE-ON-FORCE MARKING CARTRIDGES FOR TYPE L
SIMUNITIONS TRAINING EQUIPMENT FOR THE PASSAIC
COUNTY SHERIFF'S OFFICE THROUGH STATE CONTRACT**

WHEREAS the Passaic County Sheriff's Office has requested the purchase of Force-on-Force Marking Cartridges Type L for Simunitions Training Equipment from Lawmen Supply Company in the amount of \$6,177.60 through State Contract #81295; and

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

WHEREAS the Freeholder Law and Public Safety Committee considered this matter on October 4, 2016, 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 from budgeted funds;

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 purchase of Force-on-Force Marking Cartridges for Type L Simunitions Training Equipment for the Passaic County Sheriff's Office from Lawmen Supply Company through State Contract # 81295; 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.

Dated: October 11, 2016

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$6,177.60

APPROPRIATION: 6-01-25-157-001-203

PURPOSE: Resolution authorizing purchase of Force-on-Force marking Cartridges for Type L Simunitions training Equipment for the Passaic County Sheriff.


Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

RC:fr

LAWMEN SUPPLY COMPANY

1484 E. Lebanon Road, Rt 10
Dover, DE 19901

Quote

Date 8/25/2016
 Quote # QT1031596
 Expires 9/30/2016
 Sales Rep Decker, James
 PO #
 Shipping Method FedEx Ground
 Shipping Code (2)

Bill To
 Passaic Co Sheriff Dept
 11 MARSHALL STREET
 Paterson NJ 07505

Ship To
 PASSAIC COUNTY SHERIFF
 11 Marshall Street
 Paterson NJ 07505

Part	Alt Part	Unit	Description	Qty	Unit Price	Amount
5368311			Force-on-force Marking Cartridges - 5.56 mm (M4/M16) Type - L Simunitions 6.56 MM FX Red , Clipped , 20 Rds. Per Box , 1000 Rds. Per Case	8	772.20	6,177.60

New Jersey State Contract A81295

Subtotal 6,177.60
 Shipping Cost (FedEx Ground) 0.00
 Total \$6,177.60

This Quotation is subject to any applicable sales tax and shipping & handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current local tax information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.

Introduction: October 11, 2016
 Adopted on: QT1031596 October 11, 2016
 Official Resolution#: R20160842

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING PURCHASE OF GARRETT WALK THROUGH METAL DETECTORS FOR THE PASSAIC COUNTY SHERIFF'S OFFICE THROUGH STATE CONTRACT, 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#	R20160843						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-38						
CAF #	C-04-55-140-001-9A7						
Purchase Req. #	R6-05947						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

**RESOLUTION AUTHORIZING PURCHASE OF
GARRETT WALK THROUGH METAL DETECTORS FOR
THE PASSAIC COUNTY SHERIFF'S OFFICE THROUGH
STATE CONTRACT**

WHEREAS the Passaic County Sheriff's Office has requested the purchase of Garrett Walk Through Metal Detectors from Lawmen Supply Company in the amount of \$16,947.75 through State Contract #81295; and

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

WHEREAS the Freeholder Law and Public Safety Committee considered this matter on October 4, 2016, 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 from budgeted funds;

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 purchase of Garrett Walk Through Metal Detectors for the Passaic County Sheriff's Office from Lawmen Supply Company through State Contract # 81295; 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.

Dated: October 11, 2016

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$16,947.75

APPROPRIATION: C-04-55-140-001-9A7

PURPOSE: Resolution authorizing purchase of Garret Walk through Metal Detectors for the Passaic County Sheriff's office through State Contract.



Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

RC:fr

LAWMEN SUPPLY COMPANY

7150 Airport Highway
Pennsauken, NJ 08109
856-488-4488

Quote

Date: 9/14/2016
Quote #: QT1046203
Expires: 10/14/2016
Sales Rep: Decker, James
PO #:
Shipping Method: FedEx Ground
Shipping Code (2):

Bill To
Passaic Co Sheriff Dept
495 River St - 2nd Floor
Paterson NJ 07524
United States

Ship To
Passaic Co Sheriff Dept
495 River St - 2nd Floor
Paterson NJ 07524
United States

Item	Alt Item #	Units	Description	QTY	Unit Sales	Amount
GARRETT METAL DETECTOR	PD6500I-32		PD6500I-32 Custom GARRETT METAL DETECTORS Garrett Walk Through Metal Detector PD6500I-32 ADA compliant	5	3,389.55	16,947.75

NJ STATE CONTRACT A81285
Line 126

Subtotal 16,947.75
Shipping Cost (FedEx Ground) 0.00
Total \$16,947.75

This Quotation is subject to any applicable sales tax and shipping & handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current local tax information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



Introduced on: QT1046203 October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160843

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING PURCHASE OF MILLENNIUM GAS MASKS AND EQUIPMENT FOR THE PASSAIC COUNTY SHERIFF'S OFFICE THROUGH STATE CONTRACT, 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#	R20160844						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-39						
CAF #	C-04-55-140-001-9A7						
Purchase Req. #	R6-06054						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

**RESOLUTION AUTHORIZING PURCHASE OF
MILLENNIUM GAS MASKS AND EQUIPMENT FOR THE
PASSAIC COUNTY SHERIFF'S OFFICE THROUGH STATE
CONTRACT**

WHEREAS the Passaic County Sheriff's Office has requested the purchase of Millennium Gas Masks and Equipment from Aramsco Inc., in the amount of \$24,498.19 through State Contract #81357; and

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

WHEREAS the Freeholder Law and Public Safety Committee considered this matter on October 4, 2016, 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 from budgeted funds;

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 purchase of Millennium Gas Masks and Equipment for the Passaic County Sheriff's Office from Aramsco Inc., through State Contract # 81357; 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.

Dated: October 11, 2016

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$24,498.19

APPROPRIATION: C-04-55-140-001-9A7

PURPOSE: Resolution authorizing purchase of Millennium Gas Masks and Equipment for Passaic County Sheriff's Office through State Contract.


Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

RC:fr

Aramco Inc.
 1819 FLUSHING AVE
 RIDGEWOOD NY 11385-1089
 718-361-7540 Fax 718-361-7383



Quotation

07/13/16	82538262
ORDER TO:	1

QUOTE TO:
 PASSAIC COUNTY SHERIFF
 435 HAMBURG TPKE
 WAYNE, NJ 07470-2015

SHIP TO:
 PASSAIC COUNTY SHERIFF
 435 HAMBURG TPKE,
 WAYNE, NJ 07470-2015

139274	RSCOTT MSA	AB1357	pkalkanidis@aramco.com Patti Kalkanidis	
Patti Kalkanidis		DS DIRECT SHIP	NET 30 DAYS	ASAP
NEW JERSEY POLICE AND HOMELAND SECURITY CONTRACT - EQUIPMENT AND SUPPLIES INDEX T0106 ARAMSCO AUTHORIZED DEALER FOR MSA CONTRACT 81357 LINE #00143 00146 AND 00190 20% DISCOUNT PRICING REFLECTS DISCOUNTED COST FREIGHT PPD TO CUSTOMER *****				
5ea	52816	52816	462.510/ea	2,312.55
MSA 10051286-SM MILLENNIUM CBRN GAS MASK WITHOUT CANISTER, SIZE SMALL **** Item Not Returnable ****				
21ea	52817	52817	462.510/ea	9,712.71
MSA 10051287-MD MILLENNIUM CBRN GAS MASK WITHOUT CANISTER, SIZE MEDIUM				
10ea	52818	52818	462.510/ea	4,625.10
MSA 10051288-LG MILLENNIUM CBRN GAS MASK WITHOUT CANISTER, SIZE LARGE **** Item Not Returnable ****				
77ea	52686	52686	59.590/ea	4,588.43
MSA 10046570 CBRN CANISTER FOR MILLENNIUM / ULTRA ELITE MASK				
5ea	52666	52666	90.370/ea	451.85
MSA 816137 SPECTACLE KIT FOR ADVANTAGE 1000 / MILLENNIUM MASK				
8bx	52574	52574	335.340/bx	2,682.72
MSA 818264 CBA - RCA CANISTER FOR MILLENNIUM MASKS				
*** Continued on Next Page ***				

Aramco Inc.
 1819 FLUSHING AVE
 RIDGEWOOD NY 11385-1089
 718-361-7540 Fax 718-361-7383



Quotation

07/13/16	82538262
ORDER TO:	1

QUOTE TO:
 PASSAIC COUNTY SHERIFF
 435 HAMBURG TPKE
 WAYNE, NJ 07470-2015

SHIP TO:
 PASSAIC COUNTY SHERIFF
 435 HAMBURG TPKE,
 WAYNE, NJ 07470-2015

139274		RSCOTT MSA		A81357		pkalkanidis@aramco.com Patti Kalkanidis	
Patti Kalkanidis		DS DIRECT SHIP		NET 30 DAYS		ASAP	
NEW JERSEY POLICE AND HOMELAND SECURITY CONTRACT - EQUIPMENT AND SUPPLIES INDEX T0106 ARAMSCO AUTHORIZED DEALER FOR MSA CONTRACT 81357 LINE #00143 00146 AND 00190 20% DISCOUNT PRICING REFLECTS DISCOUNTED COST FREIGHT PPD TO CUSTOMER *****							
5ea	52816	52816	MSA 10051286-SM MILLENNIUM CBRN GAS MASK WITHOUT CANISTER, SIZE SMALL **** Item Not Returnable ****	462.510/ea		2,312.55	
21ea	52817	52817	MSA 10051287-MD MILLENNIUM CBRN GAS MASK WITHOUT CANISTER, SIZE MEDIUM	462.510/ea		9,712.71	
10ea	52818	52818	MSA 10051288-LG MILLENNIUM CBRN GAS MASK WITHOUT CANISTER, SIZE LARGE **** Item Not Returnable ****	462.510/ea		4,625.10	
77ea	52686	52686	MSA 10046570 CBRN CANISTER FOR MILLENNIUM / ULTRA ELITE MASK	59.590/ea		4,588.43	
5ea	52666	52666	MSA 816137 SPECTACLE KIT FOR ADVANTAGE 1000 / MILLENNIUM MASK	90.370/ea		451.85	
8bx	52574	52574	MSA 818264 CBA - RCA CANISTER FOR MILLENNIUM MASKS	335.340/bx		2,682.72	
*** Continued on Next Page ***							

Passaic County Board of Chosen Freeholders

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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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING AN AMENDMENT TO RESOLUTION R20160803 FOR THE PURCHASE OF SERVERS AND SOFTWARE FOR THE PASSAIC COUNTY SHERIFF'S OFFICE VEHICLES THROUGH STATE CONTRACT, 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#	R20160845						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-40						
CAF #	6-01-25-157-001-217						
Purchase Req. #	R6-06125						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

**RESOLUTION AUTHORIZING AN AMENDMENT TO
RESOLUTION R20160803 FOR THE PURCHASE OF
SERVERS AND SOFTWARE FOR THE PASSAIC COUNTY
SHERIFF'S OFFICE VEHICLES THROUGH STATE
CONTRACT**

WHEREAS the County of Passaic adopted Resolution 20160803 on September 27, 2016 authorizing the Passaic County Sheriff's Office to purchase servers and software required for disaster recovery and high availability to insure minimal down time for existing applications and services, from PKA Technologies, Inc.; and

WHEREAS the resolution referenced an amount of \$171,199.42 through State Contract #40116 for the purchase of the within items; and

WHEREAS it is necessary to amend that resolution to include additional funding for training purposes in the amount of \$18,720.00, all in accordance with State Contract #40116; and

WHEREAS the Freeholder Law and Public Safety Committee reviewed this matter, and recommended this resolution to the full Board for adoption; and

WHEREAS the Board of Chosen Freeholders is desirous of approving said amendment in accordance with the attached quotation, and authorizing the Purchasing Agent to issue the appropriate Purchase Order; and

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

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 an amendment to Resolution R20160803, to include funding for training purposes, as it concerns the purchase of servers and software required for disaster recovery, for the Passaic County Sheriff's Office from PKA Technologies, Inc., through State Contract # 40116; 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.

Dated: October 11, 2016

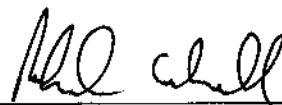
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$18,720.00

APPROPRIATION: 6-01-25-157-001-217

PURPOSE: Resolution authorizing an amendment to resolution R2016-803 for the purchase of servers and software for the Passaic County Sheriff.



Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

RC:fr



One Executive Blvd.
Suite 161
Suffern, NY 10901

800-486-6461
875-357-0170
845-357-0130 - fax
www.pkatech.com

Photo # 10540

Tuesday, September 13, 2016

Account Name
Company Name
Address
City
State
Zip

Deniz Majajah
Passaic County Sheriff's Dept.
435 Hamburg Turnpike
Wayne NJ 07470

MA #: MANNVP-134 (HPE) MIS PA #: M-0423-E-40116 - PKA ID # 10021522

Final Quote

September 27, 2016

HPE Training Credits

Qty	Part #	Description	Unit Price	Est. Qty	Unit Price	Est. Total
15	U54665 4BA	HPE Credits for Total Education SVC	\$ 1,000.00	\$ 15,000.00	\$ 780.00	\$ 11,700.00
10	HF383A1	HPE Training Credits for Storage SVC	\$ 900.00	\$ 9,000.00	\$ 702.00	\$ 7,020.00

Important Notes

List Price Total	\$ 24,000.00	Discounted Total	\$ 18,720.00
Ground Freight			
Applicable Tax			
Grand Total			\$ 18,720.00

Please direct all Purchase Orders to Orders@PKATech.com. You will receive a confirmation email when our system receives it. In the event you do not receive an immediate confirmation, please contact your sales representative.

Introduced on: October 11, 2016
Adopted on: October 11, 2016
Official Resolution#: R20160845

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
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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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING THE AWARD OF GRANTS FROM THE OPEN SPACE AND FARMLAND PRESERVATION TRUST FUND, 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

Official Resolution#	R20160846						
Meeting Date	10/11/2016						
Introduced Date	10/11/2016						
Adopted Date	10/11/2016						
Agenda Item	k-41						
CAF #	O-16-56-770-005-603						
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓				✓		
Bartlett	✓				✓		
Duffy	✓				✓		
James	✓			✓	✓		
Lazzara	✓				✓		
Lepore	✓				✓		
Lora	✓		✓		✓		

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

Dated: October 12, 2016

RESOLUTION
AUTHORIZING THE AWARD OF GRANTS FROM THE OPEN SPACE AND FARMLAND PRESERVATION TRUST FUND

WHEREAS the Board of Chosen Freeholders of the County of Passaic created an Open Space and Farmland Preservation Trust Fund Program in conformity with the will of the voters in the 1996 election; and

WHEREAS pursuant to the mandates of the Program the Board did approve and appoint an Open Space and Farmland Preservation Trust Fund Advisory Committee (“the Committee”) to study the open space issue and make recommendations concerning the distribution of funds to worthy applicants; and

WHEREAS several municipalities and non-profit organizations submitted grant applications for funding under the 2016 Open Space Trust Fund rounding of funding; and

WHEREAS pursuant to the provisions of N.J.S.A. 40:12-15(b), a county shall not expend more than \$100,000 for any proposed project unless the governing body of the county first conducts a public hearing on the proposed project or use and adopts a resolution, as appropriate, authorizing the expenditure; and

WHEREAS the Passaic County Board of Chosen Freeholders authorized and held a public hearing on August 16, 2016 for the following approved park improvement projects:

- | | |
|--|-----------|
| 1. Bloomingdale – Bergen Rec Field Improvements (R) | \$200,000 |
| 2. Clifton – Athenia Steel Recreational Complex – Phase II (D) | \$200,000 |
| 3. Haledon – Belmont Avenue Town Square (D) | \$132,425 |

3. Wayne Township – Dave Waks Park Field #3 Surface Replacement (R)	\$200,000
4. Woodland Park – Frank D. Zaccaria Park Field – Phase II (R)	<u>\$150,000</u>
Total	\$882,425;

WHEREAS this matter was reviewed by the Freeholder’s Committee for Planning and Economic Development at its July 13, 2016 and the Open Space Advisory Committee at its meeting June 23, 2016, where the recommended grant awards were presented in accordance with the committee’s recommendations; and

WHEREAS a certification of funds is attached hereto 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 authorizes the award of grants as set forth above from the Open Space and Farmland Preservation Trust Fund in an amount totaling \$882,425; and

BE IT FURTHER RESOLVED that all municipalities receiving funds must agree to place in their tax letter an insert that indicates that they received funds from the Passaic County Open Space and Farmland Preservation Trust Fund Program.

JDP:lc

Dated: October 11, 2016

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$882,425.00

APPROPRIATION: O-16-56-770-005-603

PURPOSE: Resolution authorizing the award of grants from the Open Space and Farmland Preservation Trust Fund.



Richard Cahill, Chief Financial Officer

DATED: October 11, 2016

RC:fr

COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. NAME OF REQUESTER & Tel # : Kathleen Caren x4049
2. DESCRIPTION OF RESOLUTION (PLEASE BE SPECIFIC AS POSSIBLE)

Open Space Advisory Committee Recommendations for Funding of 2016 Applications (which required a public hearing, held on 8/16/16)

3. CERTIFICATION INFORMATION:

AMOUNT OF EXPENDITURE: \$882,425

BUDGET ACCOUNT # O-16-56-770-005-603

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: | <u>DATE</u> |
| | <input type="checkbox"/> Administration & Finance | _____ |
| | <input type="checkbox"/> Public Works / Buildings & Grounds | _____ |
| | <input type="checkbox"/> Planning & Economic Development | <u>7/13/16</u> |
| | <input type="checkbox"/> Health, Human Services & Community Affairs | _____ |
| | <input type="checkbox"/> Law & Public Safety | _____ |
| | <input type="checkbox"/> Energy | _____ |
| | <input type="checkbox"/> Other Specify: <u>OSAC</u> | <u>6/23/16</u> |

5. DISTRIBUTION LIST:

Administration
 Finance
 Counsel
 Clerk to Board
 Other(s)

Specify: _____

Introduced on: **October 11, 2016**
 Adopted on: **October 11, 2016**
 Official Resolution#: **R20160846**

COUNTY OF PASSAIC
RESOLUTION REQUEST FORM

- 1. NAME OF REQUESTER & Tel # : Kathleen Caren x4049
- 2. DESCRIPTION OF RESOLUTION (PLEASE BE SPECIFIC AS POSSIBLE)

Open Space Advisory Committee Recommendations for Funding of 2016 Applications (which required a public hearing, held on 8/16/16)

- 3. CERTIFICATION INFORMATION:

AMOUNT OF EXPENDITURE: \$882,425

BUDGET ACCOUNT # O-16-56-770-005-603

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 7/13/16
- Health, Human Services & Community Affairs _____
- Law & Public Safety _____
- Energy _____
- Other Specify: OSAC 6/23/16

- 5. DISTRIBUTION LIST:

Administration
 Finance
 Counsel
 Clerk to Board
 Other(s)
Specify: _____

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

Director Theodore O. Best, Jr.
Deputy Director John W. Bartlett
Terry Duffy
Bruce James
Cassandra "Sandi" Lazzara
Pasquale "Pat" Lepore
Hector C. Lora

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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION AUTHORIZING THE CANCELLATION OF \$30,000 IN UNEXPENDED GRANT FUNDS FROM THE OPEN SPACE TRUST FUND (2014 WEST SIDE PARK MASTER PLAN PROJECT, AWARDED TO NJ COMMUNITY DEVELOPMENT CORPORATION), 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

Official Resolution#		R20160847					
Meeting Date		10/11/2016					
Introduced Date		10/11/2016					
Adopted Date							
Agenda Item		k-42					
CAF #							
Purchase Req. #							
Result		No Motion / No Second / Failed					
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓						
Bartlett	✓						
Duffy	✓						
James	✓						
Lazzara	✓						
Lepore	✓						
Lora	✓						

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

Dated: October 12, 2016

**RESOLUTION AUTHORIZING THE CANCELLATION OF
\$30,000 IN UNEXPENDED GRANT FUNDS FROM THE OPEN
SPACE TRUST FUND (2014 WEST SIDE PARK MASTER PLAN
PROJECT, AWARDED TO NJ COMMUNITY DEVELOPMENT
CORPORATION)**

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 by Resolution R-14-584 dated July 22, 2014 awarded an Open Space Trust Fund grant in the amount of \$85,050.00 to NJ Community Development Corporation for a project known as West Side Park Master Plan Project; and

WHEREAS it is now necessary to cancel the previously awarded grant to NJ Community Development Corporation and un-encumber these monies to the Passaic County Open Space Trust Fund and Municipal/Non-Profit account, as the funds were indicated in correspondence as no longer needed; and

WHEREAS this matter was reviewed and approved by the Freeholder Committee of Planning & Economic Development on September 21, 2016;

NOW THEREFORE BE IT RESOLVED that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the cancellation of \$30,000 unexpended grant funds from the 2014 Open Space Trust Fund grant to NJ Community Development Corporation for West Side Park Master Plan Project; and

BE IT FURTHER RESOLVED that the Director and clerk to the Freeholder Board are hereby authorized to execute any necessary documents to effectuate the above.

JDP:lc

Dated: October 11, 2016

COUNTY OF PASSAIC
RESOLUTION REQUEST FORM

- 1. NAME OF REQUESTER: Kathleen M. Caren
Telephone #: 973-569-4049

DESCRIPTION OF RESOLUTION: Authorization to cancel \$30,000 in unexpended grant funds from the Open Space Trust Fund (2014 West Side Park Master Plan project, awarded to NJ Community Development Corporation), as the project will be completed for less than originally anticipated, as stated in August 26, 2016 letter (requesting a reallocation of these funds to a previous project); Purchase Order #14-07072 will show remaining balance of \$16,928.

- 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 # _____

- 4. COMMITTEE REVIEW: DATE
- Administration & Finance _____
- Public Works / Buildings & Grounds _____
- Planning & Economic Development 9/21/16, 10/5/16
- Health, Human Services & Community Affairs _____
- Law & Public Safety _____
- Energy _____
- Other Specify: Open Space Advisory Committee _____

- 5. DISTRIBUTION LIST:

- Administration
- Finance
- Counsel
- Clerk to the Board
- Procurement

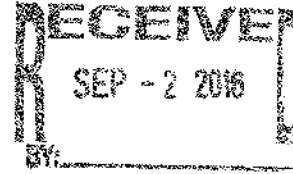
Introduced on: October 11, 2016

Adopted on: Specify: _____

Official Resolution#: R20160847



August 26, 2016



Anthony DeNova
 County Administrator
 County of Passaic
 401 Grand Street
 Paterson, NJ 07505

**Re: Request for Reallocation or New Allocation – Shohid Minar Project
 Open Space and Farmland Preservation Trust Fund**

Dear Mr. DeNova:

New Jersey Community Development Corporation (NJCDC) applied for and received grants from Passaic County's Open Space and Farmland Preservation Trust Fund for two separate projects at Paterson's Westside Park: (a) \$150,000.00 to design and build the Shohid Minar monument in 2014, and (b) \$85,050.00 to create a master plan for capital improvements in 2015. Although NJCDC exceeded its 2014 grant allocation by \$28,450.00 due to unanticipated change orders required to complete the project, we expect that the 2015 allocation will be underspent by approximately \$30,000.00. Therefore, NJCDC respectfully submits this letter to request a reallocation of \$30,000.00 from the unspent portion of our 2015 grant to offset \$28,450.00 in additional costs which our 2014 grant did not cover.

In the alternative, perhaps the County would consider granting an entirely new allocation of funds to cover the additional costs of our 2014 project. NJCDC undertook this project to honor and recognize the rich history and legacy of the city's large Bengali community. Approval of our request for a reallocation or new allocation of funds would not only make NJCDC whole, but would also make it more feasible for us to stay actively engaged in organizing and coordinating routine maintenance at the site.

Thank you in advance for your time, attention, and consideration. If you have questions or need information, please call me anytime at 973-413-1600, or email me at rguarasci@njcdc.org.

Sincerely,

Robert F. Guarasci
 Chief Executive Officer

cc: Matthew Jordan, Deputy County Administrator
 Kathleen Caren, Open Space Coordinator

Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

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Deputy Director John W. Bartlett
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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: Oct 11, 2016 - 5:30 PM

Location: Borough of Woodland Park
Municipal Building
5 Brophy Lane
Woodland Park, NJ 07424

Agenda: RESOLUTION APPROVING THE ADVERTISEMENT OF AN AMENDMENT TO THE FY 2011, FY 2012 and FY 2013 ACTION PLANS FOR THE PASSAIC COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, TO RE-ALLOCATE \$59,604.72 IN FUNDING TO WANAQUE, NJ, TO INSTALL AN ELEVATOR IN THE WANAQUE PUBLIC LIBRARY, WANAQUE, 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

Planning and Economic Development

COMMITTEE NAME

Official Resolution#		R20160848					
Meeting Date		10/11/2016					
Introduced Date		10/11/2016					
Adopted Date							
Agenda Item		k-43					
CAF #							
Purchase Req. #							
Result		No Motion / No Second / Failed					
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Best Jr	✓						
Bartlett	✓						
Duffy	✓						
James	✓						
Lazzara	✓						
Lepore	✓						
Lora	✓						

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

Dated: October 12, 2016

RESOLUTION APPROVING THE ADVERTISEMENT OF AN AMENDMENT TO THE FY 2011, FY 2012 and FY 2013 ACTION PLANS FOR THE PASSAIC COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, TO RE-ALLOCATE \$59,604.72 IN FUNDING TO WANAQUE, NJ, TO INSTALL AN ELEVATOR IN THE WANAQUE PUBLIC LIBRARY, WANAQUE, NEW JERSEY

WHEREAS, the Passaic County Board of Chosen Freeholders adopted Resolution R-2013-464 on June 25, 2013, authorizing the submission of a Five (5) Year Consolidated Plan for the period of FY 2013-2017 to the US Department of Housing and Urban Development (USHUD) in compliance with the rules and regulations governing the Community Development Block Grant Program; and

WHEREAS, the County of Passaic adopted Resolution R-2011-482 on June 28, 2011 authorizing the submission of the One Year FY 2011 Action Plan for a total grant amount of \$950,250.00; and

WHEREAS, the County of Passaic adopted Resolution R-2012-519 on June 26, 2012 authorizing the submission of the One Year FY 2012 Action Plan for a total grant amount of \$815,756.00; and

WHEREAS, the County of Passaic adopted Resolution R-2013-464 on June 25, 2013 authorizing the submission of the One Year FY 2013 Action Plan for a total grant amount of \$832,897.00; and

WHEREAS, the County of Passaic seeks to advertise the proposed amendments to the CDBG FY 2011, FY 2012 and FY 2013 Action Plans in order to allocate \$1,398.93 from FY 2011, \$25,331.37 from FY 2012 and \$32,874.42 from FY 2013, to provide a total of \$59,604.72 in funding for the installation of a new elevator in the Wanaque Public Library, located at 616 Ringwood Avenue, Wanaque, New Jersey (see attached request from the Borough of Wanaque; and

WHEREAS, these proposed amendments must be advertised in the Record and the Herald News for a period of 30 days to solicit public comment (see public notice attached); and

WHEREAS, the County is cognizant of the conditions that are imposed in the undertaking and implementation of this Federal Assistance program; and

WHEREAS, the Passaic County Board of Chosen Freeholders considers the proposed amendments to the CDBG FY 2011, FY 2012 and FY 2013 Action Plans to be beneficial to the public; and

WHEREAS, this matter was reviewed by the Freeholder Planning and Economic Development Committee members 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 a public notice shall be published in the Record and Herald News describing the

amendments to the CDBG Action Plans for Fiscal Years 2011, 2012 and 2013; and

BE IT FURTHER RESOLVED that the Freeholder Director is hereby authorized to act as the authorized representative of the County of Passaic and execute all documents and certifications on behalf of the County; and

BE IT FURTHER RESOLVED that the Clerk to the Board is hereby directed to place a public notice in the Record and the Herald News to notify the public about the proposed Amendments to the FY 2011, FY 2012 and FY 2013 Action Plans.

JRS/meg

Dated: October 11, 2016

COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. NAME OF REQUESTER & Tel #: **Deborah Hoffman, 973-569-4720**
2. DESCRIPTION OF RESOLUTION (PLEASE BE SPECIFIC AS POSSIBLE)

RESOLUTION APPROVING THE ADVERTISEMENT OF AN AMENDMENT TO THE FY 2011, FY 2012 and FY 2013 ACTION PLANS FOR THE PASSAIC COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, TO RE-ALLOCATE \$59,604.72 IN FUNDING TO WANAQUE, NJ TO INSTALL AN ELEVATOR IN THE WANAQUE PUBLIC LIBRARY, WANAQUE, NJ

3. CERTIFICATION INFORMATION:

AMOUNT OF EXPENDITURE: **\$59,604.72**

BUDGET ACCOUNT:

CDBG FY 2011: Program Expense: G-01-41-838-011-PE1: **\$1,398.93**

CDBG FY 2012: Program Expense: G-01-41-838-012-PE1:

\$25,331.37

CDBG FY 2013: Program Expense: G-91-41-838-013-PE1:

\$32,874.42

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
- | | |
|---|------------------|
| <input type="checkbox"/> Administration & Finance | _____ |
| <input type="checkbox"/> Public Works / Buildings & Grounds | _____ |
| <input checked="" type="checkbox"/> Planning & Economic Development | <u>10/5/2016</u> |
| <input type="checkbox"/> Health, Human Services & Community Affairs | _____ |
| <input type="checkbox"/> Law & Public Safety | _____ |
| <input type="checkbox"/> Energy | _____ |
| <input type="checkbox"/> Other Specify: _____ | _____ |

5. DISTRIBUTION LIST:

Administration

Finance

Clerk to Board

Other(s)

Specify: _____

Introduced on:

Adopted on:

Official Resolution#: **R20160846**

October 11, 2016

BOROUGH OF WANAQUE



PASSAIC COUNTY, NEW JERSEY
579 RINGWOOD AVENUE
WANAQUE, NEW JERSEY 07465

THOMAS F. CARROLL
Borough Administrator

(973) 839-3000 Ext. 7113
Fax: (973) 839-4959

September 26, 2016

Deborah Hoffman, Director
Passaic County Economic Development
Suite 250
930 Riverview Drive
Totowa, NJ 07512

RE: Request for Emergency CDBG funding
Replace of Elevator – Wanaque Public Library

Dear Ms. Hoffman,

On behalf of the Wanaque Public Library, the Borough of Wanaque is requesting funding under the Community Development Block Grant program for the replacement of the elevator at the Wanaque Public Library in the amount of \$60,000. The fifteen year old elevator is at the end of its useful life, and can no longer be certified for use. This elevator is crucial to our elderly and disabled residents to access the building.

If there are any excess funds available under the Community Development Block Grant program for this project, it will be greatly appreciated. The Library has a limited budget, and this cost will take money away from other needed programs. Should this project be approved, we will be out to bid within 60 days.

Thank you for your consideration.

Very truly yours,

Thomas F. Carroll
Borough Administrator

Cc: Mayor Daniel Mahler
Gillian B. Giovanni, Library Director
Wanaque Library Board of Directors

Introduced on: October 11, 2016
Adopted on:
Official Resolution#: R20160848

NOTICE TO THE PUBLIC
Community Development Block Grant Program

Passaic County

Passaic County New Jersey intends to modify the FY 2011, FY 2012 and FY 2013 Action Plans for the Community Development Block Grant (CDBG) Program. Wanaque Borough will utilize \$59,604.72 in CDBG funds to replace the elevator at the Wanaque Library which is no longer operational.

Copies of the modification to the FY 2011, FY 2012 and FY2013 Annual Action Plans are available for public inspection and review at the following locations for a thirty-day period from October 12, 2016 to November 11, 2016.

PASSAIC COUNTY DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT
930 Riverview Drive, Totowa, NJ, Suite 250
AND
OFFICE OF THE MUNICIPAL CLERK in
BOROUGH of WANAQUE, NJ
AND
<http://www.passaiccountynj.org>

Any individuals interested on commenting on this modification to the FY 2011, FY 2012 and FY 2013 Action Plans may do so in writing to Passaic County Department of Planning and Economic Development, 930 Riverview Drive, Suite 250, Totowa, NJ 07512. All comments received by 4:00 pm on or by November 11, 2016 will be considered. La información será proporcionada en español a petición.