

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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: Dec 09, 2014 - 5:30 PM

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

- A. Announcement of the Open Public Meeting Law
- B. Roll Call:
  - 1. Bartlett
  - 2. Cotroneo
  - 3. Duffy
  - 4. James
  - 5. Lora
  - 6. Deputy Director Best
  - 7. Director Lepore
- 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: November 25, 2014
- G. Approval of Proclamation:

1. Passaic County Board of Chosen Freeholders wish to recognize Preakness Healthcare Center on their 85th Anniversary.
2. Passaic County Board of Chosen Freeholders wish to recognize Fabian Morgan and to congratulate him for being selected as the Frontline Professional of the Year by Leading Age New Jersey.
3. Passaic County Board of Chosen Freeholders wish to recognize Walter Hoffmann for celebrating his 90th birthday.

H. Freeholder Reports:

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

I. Communications: None

J. Oral Portion:

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

K. Resolutions - Consent Agenda:

**ADMINISTRATION AND FINANCE**

1. RESOLUTION AUTHORIZING TRANSFER NUMBER II AMEND, ALL AS NOTED IN THE RESOLUTION
2. REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2014 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) TCAM, ALL AS NOTED IN THE RESOLUTION
3. REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2014 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) Haledon Ave, ALL AS NOTED IN THE RESOLUTION

## **ADMINISTRATION AND FINANCE**

4. REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2014 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) HIP, ALL AS NOTED IN THE RESOLUTION
  
5. REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2014 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) DOE, ALL AS NOTED IN THE RESOLUTION
  
6. REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2014 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) LIHEAP, ALL AS NOTED IN THE RESOLUTION
  
7. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO THE VENDORS LISTED BELOW FOR THE 2015 FROZEN FOODS FOR THE COUNTY OF PASSAIC DEPARTMENTS AND INSTITUTIONS AS PER BID, ALL AS NOTED IN THE RESOLUTION
  
8. RESOLUTION AWARDING A CONTRACT TO ROYAL PRINTING SERVICES OF WEST NEW YORK, NJ FOR PRINTING OF VOTE BY MAIL AND PROVISIONAL BALLOTS, RFQ-15-004, FOR THE COUNTY OF PASSAIC AS PER QUALIFICATION, ALL AS NOTED IN THE RESOLUTION
  
9. RESOLUTION AWARDING A CONTRACT TO RELIANCE GRAPHICS INC OF VERONA, NJ FOR ELECTION BALLOT DESIGN AND PRINTING SERVICES, RFQ-15-005, FOR THE COUNTY OF PASSAIC AS PER QUALIFICATION, ALL AS NOTED IN THE RESOLUTION
  
10. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO TRICO EQUIPMENT OF VINELAND, NJ FOR ONE CASE 821F EXTENDED REACH WHEEL LOADER OR APPROVED EQUAL FOR THE PASSAIC COUNTY ROADS DEPARTMENT AS PER BID, ALL AS NOTED IN THE RESOLUTION
  
11. RESOLUTION SETTING THE DATE, TIME AND LOCATION OF THE 178TH REORGANIZATION MEETING OF THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF PASSAIC AND AUTHORIZING THE CLERK TO THE BOARD TO ISSUE THE APPROPRIATE PUBLIC NOTICES RELATIVE TO SAID MEETING, ALL AS NOTED IN THE RESOLUTION
  
12. RESOLUTION APPROVING THE REQUIRED CORRECTIVE ACTION PLAN FOR THE FISCAL YEAR 2013 AUDIT REPORT, ALL AS NOTED IN THE RESOLUTION

## **ADMINISTRATION AND FINANCE**

13. RESOLUTION ACCEPTING ANNUAL AUDIT REPORT FOR COUNTY FISCAL YEAR 2013 AND AUTHORIZING THE EXECUTION AND FILING OF THE REQUIRED "GROUP AFFIDAVIT" WITH THE LOCAL FINANCE BOARD, ALL AS NOTED IN THE RESOLUTION
  
14. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO IMR LIMITED OF CAMP HILL, PA FOR RFP SOFTWARE MAINTENANCE AND SUPPORT FOR THE COUNTY CLERK REGISTRY LANDEX SYSTEM AS PER COMPETITIVE CONTRACT, ALL AS NOTED IN THE RESOLUTION
  
15. RESOLUTION AUTHORIZING THE PAYMENT TO CERTAIN VENDORS OF THE WEATHERIZATION PROGRAM THAT HAVE BY THEIR EMERGENT NATURE EXCEEDED THE COUNTY'S BID THRESHOLD, ALL AS NOTED IN THE RESOLUTION
  
16. RESOLUTION AUTHORIZING SALE OF SURPLUS COUNTY PROPERTY ON GOVDEALS.COM, ALL AS NOTED IN THE RESOLUTION

## **HEALTH AND COMMUNITY AFFAIRS**

17. RESOLUTION AUTHORIZING THE PASSAIC COUNTY HEALTH DEPARTMENT TO PARTICIPATE IN THE PROGRAM KNOWN AS THE RADON AWARENESS PROGRAM WITH THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION AND ACCEPT A GRANT IN THE SUM OF \$1,000.00 TO PURCHASE RADON TESTS KITS, ALL AS NOTED IN THE RESOLUTION

## **HUMAN SERVICES**

18. RESOLUTION AUTHORIZING THE EXECUTION OF THE AFORESAID GRANT AGREEMENT DOAS15AAA004 FROM THE NEW JERSEY DEPARTMENT OF HUMAN SERVICES, DIVISION OF AGING SERVICES, ALL AS NOTED IN THE RESOLUTION
  
19. RESOLUTION AMENDING GRANT AGREEMENT NO. DOAS14SHF016 TO REFLECT AN INCREASE OF FUNDS IN THE AMOUNT OF \$3,000 FROM THE NEW JERSEY DEPARTMENT OF HUMAN SERVICES, DIVISION OF AGING SERVICES FOR THE PERIOD OF APRIL 1, 2014 THROUGH MARCH 31, 2015 TO CARRY OUT THE STATE HEALTH INSURANCE PROGRAM (SHIP) THROUGH THE DEPARTMENT OF SENIOR SERVICES, ALL AS NOTED IN THE RESOLUTION
  
20. RESOLUTION AUTHORIZING THE SUBMISSION & ACCEPTANCE OF A GRANT APPLICATION FOR THE "WEATHERIZATION ASSISTANCE PROGRAM" TO THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS IN RESPONSE TO AN AVAILABLE "REQUEST FOR PROPOSAL" RFP, ALL AS NOTED IN THE RESOLUTION

## **PUBLIC WORKS**

21. RESOLUTION TO AMEND CONTRACT FOR REMINGTON & VERNICK ENGINEERS AS IT CONCERNS THE REPLACEMENT OF PREAKNESS AVENUE BRIDGE AND CULVERT OVER SINGAC BROOK PC #136 & PC #137 IN THE TOWNSHIP OF WAYNE, NJ, ALL AS NOTED IN THE RESOLUTION
22. RESOLUTION FOR AWARD OF CONTRACT TO JC CONTRACTING FOR THE MAIN AVENUE SAFETY PROJECT IN THE CITY OF PASSAIC, NEW JERSEY AS PER BID, ALL AS NOTED IN THE RESOLUTION
23. RESOLUTION AUTHORIZING PURCHASE OF LED LIGHT KITS, CONVEYOR CHAINS AND PLOW PUMPS NEEDED FOR PASSAIC COUNTY ROAD DEPARTMENT PLOW VEHICLES FROM CLIFFSIDE BODY CORPORATION THROUGH STATE CONTRACT, ALL AS NOTED IN THE RESOLUTION
24. RESOLUTION ADOPTING A REVISED FEE SCHEDULE FOR THE PREAKNESS VALLEY GOLF COURSE EFFECTIVE JANUARY 2015, ALL AS NOTED IN THE RESOLUTION
25. RESOLUTION AWARDED CONTRACT TO KC ENGINEERING AND LAND SURVEYING, P.C. FOR THE INSPECTION, DESIGN AND PREPARATION OF CONSTRUCTION DOCUMENTS FOR THE REPAIRS OF FAIRFIELD ROAD BRIDGE OVER SINGAC BROOK, STRUCTURE NO. 1600-514 IN THE TOWNSHIP OF WAYNE, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION
26. RESOLUTION FOR CHANGE ORDER #11 FOR KAPPA CONSTRUCTION CO. AS IT PERTAINS TO THE PASSAIC COUNTY JAIL HVAC UPGRADES PHASE 2, ALL AS NOTED IN THE RESOLUTION
27. RESOLUTION AUTHORIZING FINAL PAYMENT TO TILCON NEW YORK, INC. FOR THE EAST SHORE ROAD RESURFACING PROJECT IN WEST MILFORD, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION

## **LAW AND PUBLIC SAFETY**

28. RESOLUTION AUTHORIZING PURCHASE OF RADIO EQUIPMENT FOR THE PASSAIC COUNTY SHERIFF'S OFFICE THROUGH MORRIS COUNTY CO-OP, ALL AS NOTED IN THE RESOLUTION
29. RESOLUTION AUTHORIZING PURCHASE OF COMPUTER LICENSES FOR THE PASSAIC COUNTY SHERIFF'S OFFICE THROUGH STATE CONTRACT, ALL AS NOTED IN THE RESOLUTION

## **LAW AND PUBLIC SAFETY**

30. RESOLUTION AUTHORIZING PURCHASE OF X-RAY EQUIPMENT FOR THE PASSAIC COUNTY SHERIFF'S OFFICE THROUGH STATE CONTRACT, ALL AS NOTED IN THE RESOLUTION
  
31. RESOLUTION AUTHORIZING PURCHASE OF VLA WINDOWS SERVER DATACENTERS FOR THE PASSAIC COUNTY SHERIFF'S OFFICE THROUGH STATE CONTRACT, ALL AS NOTED IN THE RESOLUTION
  
32. RESOLUTION AUTHORIZING PURCHASE OF A CIVILSERVE PROCESS SYSTEM FOR THE PASSAIC COUNTY SHERIFF'S OFFICE THROUGH STATE CONTRACT, ALL AS NOTED IN THE RESOLUTION
  
33. RESOLUTION AUTHORIZING AN EXTENSION OF THE AGREEMENT BY AND BETWEEN THE COUNTY OF PASSAIC AND THE PASSAIC COUNTY SHERIFF'S DEPARTMENT AND SECURUS TECHNOLOGIES INC. FOR THE PROVISION OF INMATE TELEPHONE SERVICES & JMS FOR THE PASSAIC COUNTY JAIL, ALL AS NOTED IN THE RESOLUTION

## **PLANNING AND ECONOMIC DEVELOPMENT**

34. RESOLUTION APPROVING AN AMENDMENT TO THE PASSAIC COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FY 2013 ACTION PLAN TO REALLOCATE FUNDING TO THE BOROUGH OF WOODLAND PARK FOR THE DEMOLISHING ONE ABANDONED HOME, ALL AS NOTED IN THE RESOLUTION
  
35. RESOLUTION AUTHORIZING AN AMENDMENT TO THE FY 2014 ACTION PLAN FOR THE PASSAIC COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, TO RE-ALLOCATE FUNDING TO THE BOROUGH OF HAWTHORNE FOR THE INSTALLATION OF ADA CURB RAMPS AND IMPROVEMENTS TO SCHOON AVENUE, ALL AS NOTED IN THE RESOLUTION
  
36. RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO JOSHUA D. MACKOFF LLC, TO PREPARE AN APPRAISAL FOR A FARM PRESERVATION EASEMENT AT THE PAPPAS FARM LOCATED IN WEST MILFORD, ALL AS NOTED IN THE RESOLUTION
  
37. RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO LANDMARK I APPRAISAL, LLC, TO PREPARE AN APPRAISAL FOR A FARM PRESERVATION EASEMENT AT THE PAPPAS FARM LOCATED IN WEST MILFORD, ALL AS NOTED IN THE RESOLUTION

## **PLANNING AND ECONOMIC DEVELOPMENT**

38. RESOLUTION AUTHORIZING A GRANT APPLICATION TO THE ENVIRONMENTAL ENDOWMENT FOR NEW JERSEY, INC. GRANT PROGRAM, FOR IMPLEMENTATION OF AN ENERGY SAVING TREE PROGRAM IN PARTNERSHIP WITH THE ARBOR DAY FOUNDATION, ALL AS NOTED IN THE RESOLUTION
39. RESOLUTION AUTHORIZING FUNDING IN THE AMOUNT OF \$8,860.00 FOR PAYMENT TO VACKER INC., FROM DISCRETIONARY PORTION OF THE OPEN SPACE, RECREATION, FARMLAND AND HISTORIC TRUST FUND, FOR THE PURCHASE OF KIOSKS AND PANELS TO BE INSTALLED THROUGHOUT THE PASSAIC COUNTY PARKS SYSTEM, ALL AS NOTED IN THE RESOLUTION
40. RESOLUTION AUTHORIZING A GRANT APPLICATION TO THE NATIONAL ENDOWMENT FOR THE ARTS (NEA) OUR TOWN GRANT PROGRAM IN THE AMOUNT OF \$50,000.00, WITH A 50% (\$25,000.00) COUNTY MATCH, FOR A PLACE-MAKING PLAN THAT WILL IDENTIFY PROJECTS, WHICH WILL PROVIDE VISUAL IMPROVEMENTS ALONG SCENIC AND HISTORIC BYWAYS THROUGHOUT PASSAIC COUNTY, ALL AS NOTED IN THE RESOLUTION

## **LATE STARTERS**

41. RESOLUTION OF THE COUNTY OF PASSAIC, NEW JERSEY AUTHORIZING AN EMERGENCY APPROPRIATION PURSUANT TO N.J.S.A. 40A:4-48 TO PROVIDE FOR GROUP HOSPITALIZATION, AND FURTHER AUTHORIZING THE ISSUANCE OF EMERGENCY NOTES TO FUND SUCH EMERGENCY APPROPRIATION, 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**

**November 25, 2014**

A regular meeting of the Passaic County Board of Chosen Freeholders was held this day in the Freeholder's Chambers at 6:00 p.m.

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

**Roll Call:**

Members Present	Members Absent
Bartlett	Duffy
Cotroneo	
James	
Lora	
Best	
Director Lepore	

**Invocation:**

**Pledge of Allegiance:**

**Approval of Minutes;**

Motion made by Freeholder Best, second by Freeholder James, that the minutes for November 12, 2014, be approved which the motion was carried on a roll call of six votes in the affirmative with Freeholder Duffy being absent.

**Proclamation:**

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

At this time Director Lepore asked if there were any Freeholder Reports.

1. Freeholder Director Pat Lepore
2. Freeholder Deputy Director Theodore O. Best, Jr.
3. Freeholder John W. Bartlett
4. Freeholder Ronda Casson Cotroneo
5. Freeholder Terry Duffy
6. Freeholder Bruce James
7. Freeholder H.C. Lora

**COMMUNICATION:**

Motion made by Freeholder James and seconded by Freeholder Best to approve the Communication Letter C-1, which motion was carried on a roll call of six (6) votes in the affirmative with Freeholder Duffy being absent.

**ORAL PORTION:**

Bartlett: Motion to open the public portion.  
Cotroneo: Second.



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

At this time the following person appeared before the Board:

1. Mark Klypka

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

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

**Resolution:**

A motion was made by Freeholder James, seconded by Best that Resolution K-1 be adopted, and the motion was carried on roll call with six (6) votes in the affirmative with Freeholder Duffy being absent.

**Consent Agenda Resolutions:**

A motion was made by Freeholder Best, seconded by Freeholder Best to add Resolutions L-42 to L-43, to the consent agenda, and the motion was carried on roll call with six (6) votes in the affirmative with Freeholder Duffy being absent.

A motion was made by Freeholder Best, seconded by Freeholder Lora that Resolutions L-1 thru L-43 be adopted, which the motion was carried on roll call with six (6) votes in the affirmative with Freeholder Duffy being absent.

**"End of Consent Agenda"**

**New Business:**

**Personnel:**

A motion was made by Freeholder James, seconded by Freeholder Lora to amend the Personnel Agenda, which motion was carried, with five (5) votes in the affirmative with Freeholder Duffy being absent and Freeholder Best abstaining.

A motion to move the Personnel Agenda as amended was made by Freeholder James, second by Freeholder Cotroneo, 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 five (5) votes in the affirmative with Freeholder Duffy being absent, Freeholder Best abstaining and Freeholder Direct Lepore affirming with the exception on 1 & 2 on page 8.

**Bills:**

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

Current Fund	3-01	101,091.84
Current Fund	4-01	3,690,680.39
HUD Budget Expenditures	4-25	<u>2,188.98</u>

**Year Total: 3,692,869.37**

General Capital Fund Budget	C-04	1,729,206.85
State/Federal Grant Fund	G-01	1,210,494.57
Passaic Co Open Space Trst Fun	T-16	133,914.13
Professional Liability Trust	T-19	22,493.01
Trust Fund Other	T-20	1,936.19
Para Transit Trust Fund	T-24	<u>444.85</u>

**Year Total: \$158,788.18**  
**Total of All Funds: \$6,892,450.81**

Current Fund	4-01	8,817,865.03
HUD Budget Expenditures	4-25	11,092.45
General Capital Fund Budget	C-04	277,518.00
State/Federal Grant Fund	G-01	352,114.75
Ded Trust Empl Off Duty Police	T-13	74,564.00
Worker's Compensation Trust	T-18	275,287.58
Professional Liability Trust	T-19	5,146.98
Trust Fund Other	T-20	159,695.18

**Total All Funds: 13,380,209.36**

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

**Payroll Certification:**

A motion was made by Freeholder James, seconded by Freeholder Best, 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 Freeholder Duffy being absent.

**Departmental Reports**

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

**Adjournment**

Motion made by Freeholder Best, seconded by Freeholder Cotroneo that the regular meeting be adjourned at 6:16 p.m., and the motion was carried on roll call with six (6) votes in the affirmative with Freeholder Duffy 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: Lily Bendezu

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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## Public Meeting (Board Meeting)

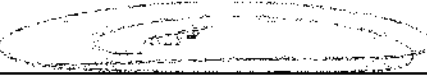
Date: Dec 09, 2014 - 5:30 PM

Location: County Administration Building  
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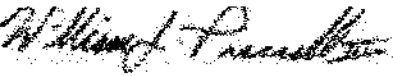
Agenda: RESOLUTION AUTHORIZING TRANSFER NUMBER II AMEND, ALL AS NOTED IN THE RESOLUTION

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#	R20140933						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-1						
CAF #							
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

## COUNTY OF PASSAIC

## STATE NEW JERSEY

## RESOLUTION AMENDING RESOLUTION R-2014-0889

**WHEREAS**, Transfer Resolution #2 or Resolution R-2014-0889 dated November 25, 2014 authorized the Transfer of appropriations in the amount of \$3,828,200 in total, and

**WHEREAS**, certain transfers related to debt service were transposed within that resolution in the amount of \$153,000 but the overall transfer amount of \$3,828,200 remains the same, and

**WHEREAS**, it is necessary to amend the original resolution's detail in order post the correct transfers amount, and

**WHEREAS**, the following detail is the correct detail that should have been included in the original resolution:

<u>Account</u>	<u>Title</u>	<u>From</u>	<u>To</u>
	<b>County College Bonds</b>		
4-01-45-920-002-299	Other Expenses		\$153,000
	<b>State Aid College Bonds</b>		
4-01-45-920-003-299	Other Expenses	\$75,000	
	<b>County College Bonds Interest</b>		
4-01-45-930-002-299	Other Expenses	78,000	

**NOW, THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders that detail of Transfer Resolution #2 or Resolution R-2014-0889 dated November 25, 2014 is hereby amended to reflect the correct information as noted above.

**BE IT FURTHER RESOLVED** that only the correct transfer information noted above should be posted to the accounting records in order to reflect the most accurate record of budget transfers authorized and approved.

This resolution was requested by:  
Richard Cahill  
CHIEF FINANCIAL OFFICER

December 9, 2014

Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140933

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## Public Meeting (Board Meeting)

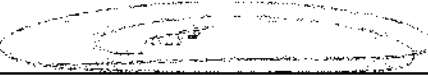
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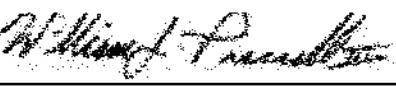
Agenda: REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2014 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) TCAM, ALL AS NOTED IN THE RESOLUTION

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

<b>Official Resolution#</b>	<b>R20140934</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-2						
CAF #							
Purchase Req. #							
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

STATE OF NEW JERSEY

Re: Requesting Approval for the Insertion of a Special Item of Revenue in the 2014 Budget Pursuant to N.J.S. 40A:4- 87(Chapter 159 P.L. 148) Transportation Clean Air Measures (TCAM) Program / Passaic County Morris Canal Greenway Project

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 \$468,000.00 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 2014

In the sum of . . . . . \$468,000.00

Which item is now available as revenue from a grant award from the Federal Highway Administration (FHWA) c/o North Jersey Transportation Planning Authority (NJTPA), Transportation Clean Air Measures (TCAM) Program / Passaic County Morris Canal Greenway Project

SECTION II.

BE IT FURTHER RESOLVED, that a like sum of \$468,000.00 be and the same is hereby appropriated under the caption Federal Highway Administration (FHWA) c/o North Jersey Transportation Planning Authority (NJTPA) Transportation Clean Air Measures (TCAM) Program / Passaic County Morris Canal Greenway Project

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

December 9, 2014

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William J. Pascrell, III, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

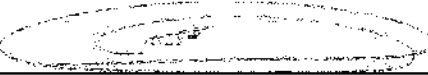
Date: Dec 09, 2014 - 5:30 PM

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

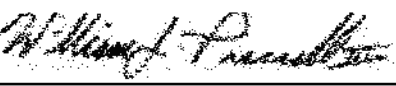
Agenda: REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2014 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) Haledon Ave, ALL AS NOTED IN THE RESOLUTION

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

<b>Official Resolution#</b>	<b>R20140935</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-3						
CAF #							
Purchase Req. #							
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

STATE OF NEW JERSEY

Re: Requesting Approval for the Insertion of a Special Item of Revenue in the 2014 Budget Pursuant to N.J.S. 40A:4- 87(Chapter 159 P.L. 148) Haledon Avenue Green Streets

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 \$330,572.00 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 2014

In the sum of . . . . . \$330,572.00

Which item is now available as revenue from a grant award from the State of New Jersey, Department of Environmental Protection, Haledon Avenue Green Streets

SECTION II.

BE IT FURTHER RESOLVED, that a like sum of \$330,572.00 be and the same is hereby appropriated under the caption State of New Jersey, Department of Environmental Protection, Haledon Avenue Green Streets

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

Dccember 9, 2014



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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)

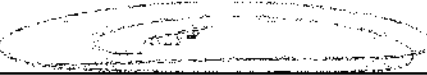
Date: Dec 09, 2014 - 5:30 PM

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

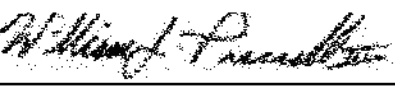
Agenda: REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2014 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) HIP, ALL AS NOTED IN THE RESOLUTION

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

<b>Official Resolution#</b>	<b>R20140936</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-4						
CAF #							
Purchase Req. #							
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

STATE OF NEW JERSEY

Re: Requesting Approval for the Insertion of a Special Item of Revenue in the 2014 Budget Pursuant to N.J.S. 40A:4- 87(Chapter 159 P.L. 148) Heating Improvement Program (HIP) [2013-05124-0323-01]

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 \$ 96,601.00 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 2014

In the sum of . . . . . \$ 96,601.00

Which item is now available as revenue from a grant award from the State of New Jersey, Department of Community Affairs, Heating Improvement Program (HIP) [2013-05124-0323-01]

SECTION II.

BE IT FURTHER RESOLVED, that a like sum of \$96,601.00 be and the same is hereby appropriated under the caption State of New Jersey, Department of Community Affairs, Heating Improvement Program (HIP) [2013-05124-0323-01]

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

December 9, 2014

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
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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)

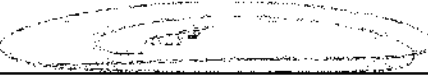
Date: Dec 09, 2014 - 5:30 PM

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

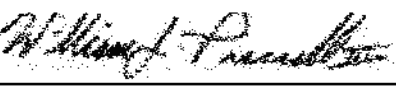
Agenda: REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2014 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) DOE, ALL AS NOTED IN THE RESOLUTION

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#	R20140937						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-5						
CAF #							
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

STATE OF NEW JERSEY

Re: Requesting Approval for the Insertion of a Special Item of Revenue in the 2014 Budget Pursuant to N.J.S. 40A:4- 87(Chapter 159 P.L. 148) DOE Weatherization [2013-05228-0353-02]

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 \$ 286,379.00 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 2014

In the sum of . . . . . \$ 286,379.00

Which item is now available as revenue from a grant award from the State of New Jersey, Department of Community Affairs, DOE Weatherization [2013-05228-0353-02]

SECTION II.

BE IT FURTHER RESOLVED, that a like sum of \$286,379.00 be and the same is hereby appropriated under the caption State of New Jersey, Department of Community Affairs, DOE Weatherization [2013-05228-0353-02]

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

December 9, 2014

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
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Anthony J. De Nova III

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Clerk Of The Board



## Public Meeting (Board Meeting)

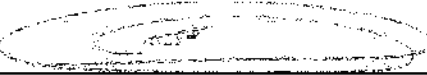
Date: Dec 09, 2014 - 5:30 PM

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

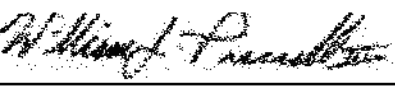
Agenda: REQUESTING APPROVAL FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2014 BUDGET PURSUANT TO N.J.S. 40A:4- 87 (Chapter 159 P.L. 148) LIHEAP, ALL AS NOTED IN THE RESOLUTION

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

<b>Official Resolution#</b>	<b>R20140938</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-6						
CAF #							
Purchase Req. #							
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

STATE OF NEW JERSEY

Re: Requesting Approval for the Insertion of a Special Item of Revenue in the 2014 Budget Pursuant to N.J.S. 40A:4- 87(Chapter 159 P.L. 148) Weatherization LIHEAP [2013-05130-0298-02]

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 \$ 356,166.00 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 2014

In the sum of . . . . . \$ 356,166.00

Which item is now available as revenue from a grant award from the State of New Jersey, Department of Community Affairs, Weatherization LIHEAP [2013-05130-0298-02]

SECTION II.

BE IT FURTHER RESOLVED, that a like sum of \$356,166.00 be and the same is hereby appropriated under the caption State of New Jersey, Department of Community Affairs, Weatherization LIHEAP [2013-05130-0298-02]

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

December 9, 2014

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
Hector C. Lora

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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO THE VENDORS LISTED BELOW FOR THE 2015 FROZEN FOODS FOR THE COUNTY OF PASSAIC DEPARTMENTS AND INSTITUTIONS AS PER BID, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:

PREAKNESS HC

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance

COMMITTEE NAME

Official Resolution#	R20140939						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-7						
CAF #	Various						
Purchase Req. #	TBD						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING AWARD OF CONTRACT TO THE VENDORS LISTED BELOW FOR THE 2015 FROZEN FOODS FOR THE COUNTY OF PASSAIC DEPARTMENTS AND INSTITUTIONS AS PER BID**

**WHEREAS**, there exists a need for frozen foods for the County of Passaic; and

**WHEREAS**, the County of Passaic issued a public solicitation to qualified vendors for SB-14-040 2015 Frozen Foods for the County of Passaic Departments and Institutions 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 October 8, 2014 pursuant to N.J.S.A. 40A: 11-1 et. seq., and has made a recommendation to the Board of Chosen Freeholders for an award of contract to the vendors listed below; and

**WHEREAS**, the Finance, Administration and Personnel Committee has reviewed this matter at its October 29, 2014 meeting and recommended this resolution to the full Board of adoption; and

**WHEREAS**, the contract period will be from January 1, 2015 through December 31, 2015 for a total estimated award of \$636,102.99 with purchases to be made on an as-needed basis from the following vendors:

**Mivila Foods: Items (60) \$185,009.10**

Line item: 12, 13, 14, 18, 19, 25, 30b, 44, 52, 54, 58, 63, 83, 84, 90e, 97b, 97c, 98a, 98d, 99a, 99b, 99c, 99d, 99e, 99f, 99g, 100, 101, 103, 105, 106, 107, 108, 110, 112, 114, 115, 119, 123, 125, 126, 127, 128, 129, 130, 133, 134, 135, 138a, 138b, 138c, 138d, 138e, 138g, 138h, 138i, 138k, 138l, 138m and 138n

**H. Schrier and Company, Inc.: Items (19) \$70,744.10**

Line item: 1, 15, 16, 20, 22, 23, 29, 53, 57, 66b, 70, 82, 86, 98c, 98f, 102, 104, 113 and 131

**Jamac Frozen Food Corp.: Items (34) \$134,405.50**

Line item: 3, 9, 17, 26, 28, 30a, 31, 34, 35, 45, 49, 50, 51, 56, 59, 61, 64, 69, 74, 76, 80, 93, 95, 111, 116, 117, 118, 120, 121, 122, 124, 138f, 138j and 139



**Karetas Foods, Inc.:** Items (31) **\$181,363.40**

Line item: 2, 6, 7, 8, 10, 11, 21, 24, 27, 33, 36, 37, 42, 43, 46, 47, 48, 60, 77, 79, 88, 90a, 90b, 90d, 91, 92, 94, 97a, 98b, 136 and 137

**S. Bertram Inc.:** Items (4) **\$8,114.95**

Line item: 4, 5, 109 and 132

**Tonys Fish & Seafood Corp.:** Items (15) **\$26,897.94**

Line item: 65, 67, 68, 71, 72, 73, 75, 78, 81, 85, 87, 89, 90c, 96 and 98e

**Cardinal Foods LLC:** Items (8) **\$29,568.00**

Line item: 32, 38, 39, 40, 41, 55, 62 and 66a

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

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that pursuant to the terms and conditions set forth above, it hereby authorizes an award of contract to the above referenced vendors for the products referenced above in an amount not to exceed \$636,102.99 with purchases to be made on an as-needed basis; 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.

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$636,102.99

APPROPRIATION: Various

PURPOSE: To award contracts to various vendors for the 2015 Frozen Foods for the County of Passaic Departments and Institutions as follows:  
\$185,009.10 – Mivila Foods  
\$ 70,744.10 – H. Schrier and Co., Inc.  
\$134,405.50 – Jamac Frozen Foods Corp.  
\$181,363.40 – Karetas Foods, Inc.  
\$ 8,114.95 – S. Bertram, Inc.  
\$ 26,897.94 – Tony's Fish & Seafood Corp.  
\$ 29,568.00 – Cardinal Foods LLC

  
\_\_\_\_\_  
Michael Katz, County Treasurer

DATED: December 9, 2014



## MEMORANDUM

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

**FR:** Nicola F. Naumov, Material Management Coordinator

**DATE:** November 20, 2015

**RE:** Recommendation for award, 2015 Frozen Foods, for various County of Passaic Departments and Institutions.

Executive Director L. Corrado, after review, approved the following vendor award recommendation based on the lowest responsive and responsible bidder:

**Mivila Foods:** Items (60) **\$ 185,009.10**

Line item: 12, 13, 14, 18, 19, 25, 30b, 44, 52, 54, 58, 63, 83, 84, 90e, 97b, 97c, 98a, 98d, 99a, 99b, 99c, 99d, 99e, 99f, 99g, 100, 101, 103, 105, 106, 107, 108, 110, 112, 114, 115, 119, 123, 125, 126, 127, 128, 129, 130, 133, 134, 135, 138a, 138b, 138c, 138d, 138e, 138g, 138h, 138i, 138k, 138l, 138m and 138n.

**Il. Schrier and Company, Inc.:** Items (19) **\$ 70,744.10**

Line item: 1, 15, 16, 20, 22, 23, 29, 53, 57, 66b, 70, 82, 86, 98c, 98f, 102, 104, 113 and 131.

**Jamac Frozen Food Corp.:** Items (34) **\$ 134,405.50**

Line item: 3, 9, 17, 26, 28, 30a, 31, 34, 35, 45, 49, 50, 51, 56, 59, 61, 64, 69, 74, 76, 80, 93, 95, 111, 116, 117, 118, 120, 121, 122, 124, 138f, 138j and 139.

**Karetas Foods, Inc.:** Items (31) **\$ 181,363.40**

Line item: 2, 6, 7, 8, 10, 11, 21, 24, 27, 33, 36, 37, 42, 43, 46, 47, 48, 60, 77, 79, 88, 90a, 90b, 90d, 91, 92, 94, 97a, 98b, 136 and 137.

**S. Bertram Inc.:** Items (4) **\$ 8,114.95**

Line item: 4, 5, 109 and 132.

**Tonys Fish & Seafood Corp.:** Items (15) **\$ 26,897.94**

Line item: 65, 67, 68, 71, 72, 73, 75, 78, 81, 85, 87, 89, 90c, 96 and 98e.

**Cardinal Foods LLC:** Items (8) **\$ 29,568.00**

Line item: 32, 38, 39, 40, 41, 55, 62 and 66a.

**NICK**



# County of Passaic

Procurement Center  
495 River Street, Paterson, NJ 07524

mmarinello@passaiccountynj.org

Tel: (973) 247-3300

Fax: (973) 742-8295

**Michael Marinello, QPA**  
*Purchasing Agent*

December 1, 2014

Board of Chosen Freeholders  
Administration Building

Re: 2015 Frozen Foods for the County of  
Passaic Departments and Institutions

Contract Period: January 1, 2015 through December 31, 2015

ATTN: Lou Imhof, Clerk to the Board

Dear Mr. Imhof:

Bids were received at 10:30am, on October 8, 2014 in the Passaic County Procurement Center. The bids were received and read aloud as follows:

Mivila Foods Paterson, NJ	Bid upon 161 items Total \$677,950.50
H. Shrier Brooklyn, NY	Bid upon 103 items Total \$397,199.20
Karetas Foods, Inc. Reading, PA	Bid upon 113 items Total \$552,662.76
S. Bertram, Inc. Linden, NJ	Bid upon 58 items Total \$184,780.86
Acme Foods Passaic, NJ	Rejected (last page not signed)
Cardinal Foods, Secaucus, NJ	Bid upon 49 items Total \$157,973.50
Tony's Fish & Seafood Corp. Bronx, NY	Bid upon 37 items Total \$ 119,001.95
Jamac Frozen Foods Jersey City, NJ	Bid upon 139 items Total \$645,627.70

Please award to the following vendors:

**Mivila Foods: Items (60) \$ 185,009.10**

Line item: 12, 13, 14, 18, 19, 25, 30b, 44, 52, 54, 58, 63, 83, 84, 90e, 97b, 97c, 98a, 98d, 99a, 99b, 99c, 99d, 99e, 99f, 99g, 100, 101, 103, 105, 106, 107, 108, 110, 112, 114, 115, 119, 123, 125, 126, 127, 128, 129, 130, 133, 134, 135, 138a, 138b, 138c, 138d, 138e, 138g, 138h, 138i, 138k, 138l, 138m and 138n.

**H. Schrier and Company, Inc.:** Items (19) **\$ 70,744.10**

Line item: 1, 15, 16, 20, 22, 23, 29, 53, 57, 66b, 70, 82, 86, 98c, 98f, 102, 104, 113 and 131.

**Jamac Frozen Food Corp.:** Items (34) **\$ 134,405.50**

Line item: 3, 9, 17, 26, 28, 30a, 31, 34, 35, 45, 49, 50, 51, 56, 59, 61, 64, 69, 74, 76, 80, 93, 95, 111, 116, 117, 118, 120, 121, 122, 124, 138f, 138j and 139.

**Karetas Foods, Inc.:** Items (31) **\$ 181,363.40**

Line item: 2, 6, 7, 8, 10, 11, 21, 24, 27, 33, 36, 37, 42, 43, 46, 47, 48, 60, 77, 79, 88, 90a, 90b, 90d, 91, 92, 94, 97a, 98b, 136 and 137.

**S. Bertram Inc.:** Items (4) **\$ 8,114.95**

Line item: 4, 5, 109 and 132.

**Tonys Fish & Scafood Corp.:** Items (15) **\$ 26,897.94**

Line item: 65, 67, 68, 71, 72, 73, 75, 78, 81, 85, 87, 89, 90c, 96 and 98e.

**Cardinal Foods LLC:** Items (8) **\$ 29,568.00**

Line item: 32, 38, 39, 40, 41, 55, 62 and 66a.

This was solicited in a Fair and Open Process. Bids were received and evaluated by Lucinda Corrado Executive Director of the Passaic County Preakness Healthcare Center and it is her recommendation that a contract be awarded to the attached list of vendors, as per the attached memo. This bid was evaluated on the basis of the vendor bidding the lowest responsible price.

Sincerely,



Michael Marinello, QPA, CCPO  
Purchasing Agent

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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)

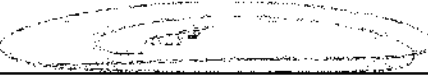
Date: Dec 09, 2014 - 5:30 PM

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

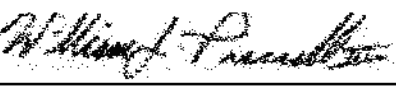
Agenda: RESOLUTION AWARDDING A CONTRACT TO ROYAL PRINTING SERVICES OF WEST NEW YORK, NJ FOR PRINTING OF VOTE BY MAIL AND PROVISIONAL BALLOTS, RFQ-15-004, FOR THE COUNTY OF PASSAIC AS PER QUALIFICATION, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:  
COUNTY CLERK

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20140940</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-8						
CAF #	5-01-22-143-001-E01						
Purchase Req. #	TBD						
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AWARDING A CONTRACT TO ROYAL PRINTING SERVICES OF WEST NEW YORK, NJ FOR PRINTING OF VOTE BY MAIL AND PROVISIONAL BALLOTS, RFQ-15-004, FOR THE COUNTY OF PASSAIC AS PER QUALIFICATION**

**WHEREAS**, there exists a need for Printing of Vote by Mail and Provisional Ballots for the County of Passaic; and

**WHEREAS**, the County issued public solicitation RFQ-15-004 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 October 9, 2014 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 reviewed the submittals and found that Royal Printing Services of West New York, NJ is qualified to perform the necessary services, from January 1, 2015 through December 31, 2016 on an as-needed basis, with an amount not to exceed \$350,000.00; and

**WHEREAS**, a certificate is attached hereto, indicating that \$175,000.00 in funds are available in the budget account # 5-01-22-143-001-E01 for the within contemplated expenditure and \$175,000.00 in budget account # 6-01-22-143-001-E01 contingent upon approval in future years budgets; and

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

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



CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$350,000.00

APPROPRIATION: \$175,000.00 - 5-01-22-143-001-E01\*  
\$175,000.00 - 6-01-22-143-001-E01\*  
\*Contingent upon necessary funds being appropriated in future budgets.

PURPOSE: To award a contract to Royal Printing Services for printing of vote by mail and provisional ballots for the County of Passaic for the period January 1, 2015 through December 31, 2016.

  
Michael Katz, County Treasurer

DATED: December 9, 2014



## County of Passaic

Administration Building

401 Grand Street • Paterson, New Jersey 07505

Office of the County Clerk  
Registry Division  
Room 113  
Tel: (973) 881-4777  
Fax: (973) 357-1046

Kristin M. Corrado, Esq.  
County Clerk

### MEMORANDUM

To: Michael Marinello, Purchasing Agent

From: Kristin M. Corrado, Passaic County Clerk *KMC*

Date: December 3, 2014

Re: Award of Contract for the County Clerk's Office regarding Vote by Mail Ballots  
RFQ 15-004

A Request for Qualifications for the Vote by Mail and Provisional Ballot Printing Services was issued and one (1) response was received on October 9, 2014. The response was from RPS Royal Printing Services. This response was reviewed and the Passaic County Clerk's Office recommends qualifying and awarding a contract to Royal Printing Services commencing on January 1, 2015 and ending on December 31, 2016.

Should have any questions or need additional information, please do not hesitate to contact me.

Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: - R20140940

### COUNTY OF PASSAIC RESOLUTION REQUEST FORM

- 1. NAME OF REQUESTER: Kristin M. Corrado, County Clerk  
Telephone #: 973-225-3690

DESCRIPTION OF RESOLUTION: Resolution to qualify and award to RPS Royal Printing Services for Mail – In and Provisional Ballots. The printing will include Mail–In and Provisional Ballots and County Committee Ballots. Civilian and Military Ballots will also be included in the contract. The contract will be for two years beginning on January 1, 2015 and ending on December 31, 2016.

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

- 2. AMOUNT OF EXPENDITURE: \$ 350,000 for two years

**REQUISITION #**  
**ACCOUNT# 5-01-22-143-001-E01 and 6-01-22-143-001-E01**

- 3. 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: _____                       | _____ |

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

Specify:

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION AWARDING A CONTRACT TO RELIANCE GRAPHICS INC OF VERONA, NJ FOR ELECTION BALLOT DESIGN AND PRINTING SERVICES, RFQ-15-005, FOR THE COUNTY OF PASSAIC AS PER QUALIFICATION, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:  
COUNTY CLERK

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance

COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20140941</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-9						
CAF #	5-01-22-143-001-E01						
Purchase Req. #	TBD						
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AWARDING A CONTRACT TO RELIANCE GRAPHICS INC OF VERONA, NJ FOR ELECTION BALLOT DESIGN AND PRINTING SERVICES, RFQ-15-005, FOR THE COUNTY OF PASSAIC AS PER QUALIFICATION**

**WHEREAS**, there exists a need for Election Ballot Design and Printing Services for the County of Passaic; and

**WHEREAS**, the County issued public solicitation RFQ-15-005 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 October 9, 2014 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 reviewed the submittals and found that Reliance Graphics Inc of Verona, NJ is qualified to perform the necessary services, from January 1, 2015 through December 31, 2016 on an as-needed basis, with an amount not to exceed \$600,000.00; and

**WHEREAS**, a certificate is attached hereto, indicating that \$300,000.00 in funds are available in the budget account # 5-01-22-143-001-E01 for the within contemplated expenditure and \$300,000.00 in budget account # 6-01-22-143-001-E01 contingent upon approval in future years budgets; and

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

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

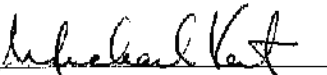
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$600,000.00

APPROPRIATION: \$300,000.00 - 5-01-22-143-001-E01\*  
\$300,000.00 - 6-01-22-143-001-E01\*  
\*Contingent upon necessary funds being appropriated in future budgets.

PURPOSE: To award a contract to Reliance Graphics, Inc. for Election Ballot Design and Printing Services for the County of Passaic for the period January 1, 2015 through December 31, 2016.

  
Michael Katz, County Treasurer

DATED: December 9, 2014



# County of Passaic

Administration Building

401 Grand Street • Paterson, New Jersey 07505

Office of the County Clerk  
Registry Division  
Room 113  
Tel: (973) 881-4777  
Fax: (973) 357-1046

Kristin M. Corrado, Esq.  
County Clerk

## MEMORANDUM

To: Michael Marinello, Purchasing Agent

From: Kristin M. Corrado, Passaic County Clerk *KMC*

Date: December 3, 2014

Re: Award of Contracts for the County Clerk's Office regarding Election Ballot Design  
RFQ-15-005

A Request for Qualifications for the Election Ballot Design and Printing was issued and one (1) response was received from Reliance Graphics Inc. This office recommends qualifying and awarding the contract to Reliance Graphics Inc. The contract period is from January 1, 2015 and ending on December 31, 2016.

Should have any questions or need additional information, please do not hesitate to contact me.

Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140941



## COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Kristin M. Corrado, County Clerk  
Telephone #: 973-225-3690

DESCRIPTION OF RESOLUTION: Resolution to qualify and award the Election Ballot Design and Printing Services to Reliance Graphics, Inc. The printing will include Sample Ballots, Federal Overseas Ballots and Emergency Ballots. The contract will be for two years beginning on January 1, 2015 and ending on December 31, 2016.

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**

2. AMOUNT OF EXPENDITURE: \$ 600,000 for two years

**REQUISITION #**  
**ACCOUNT# 5-01-22-143-001-E01 and 6-01-22-143-001-E01**

- |    |                                                                     |             |
|----|---------------------------------------------------------------------|-------------|
| 3. | COMMITTEE REVIEW:                                                   | <u>DATE</u> |
|    | <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: _____                       | _____       |

4. DISTRIBUTION LIST:

Administration  
 Finance  
 Counsel  
 Clerk to the Board  
 Procurement

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

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
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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)

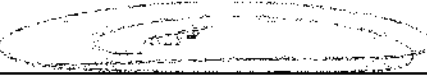
Date: Dec 09, 2014 - 5:30 PM

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

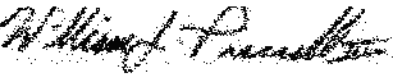
Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO TRICO EQUIPMENT OF VINELAND, NJ FOR ONE CASE 821F EXTENDED REACH WHEEL LOADER OR APPROVED EQUAL FOR THE PASSAIC COUNTY ROADS DEPARTMENT AS PER BID, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:  
ROADS & BRIDGES/OPERATIONS

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20140942</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-10						
CAF #	C-04-55-979-000-901						
Purchase Req. #	R4-06632						
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING AWARD OF CONTRACT TO TRICO EQUIPMENT OF VINELAND, NJ FOR ONE CASE 821F EXTENDED REACH WHEEL LOADER OR APPROVED EQUAL FOR THE PASSAIC COUNTY ROADS DEPARTMENT AS PER BID**

**WHEREAS**, there exists a need for a Case 821F Extended Reach Wheel Loader or Approved Equal for the Passaic County Roads Department; and

**WHEREAS**, the County of Passaic issued a public solicitation to qualified vendors for SB-14-052 One Case 821F Extended Reach Wheel Loader or Approved Equal for the County of Passaic Roads Department 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 November 25, 2014 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 Trico Equipment of Vineland, NJ; and

**WHEREAS**, the Finance, Administration and Personnel Committee has reviewed this matter at its November 26, 2014 meeting and recommended this resolution to the full Board of adoption; and

**WHEREAS**, the contract period will be one year or until the model bid is no longer available for a price of \$216,985.00; and

**WHEREAS**, a certificate is attached hereto, indicating that funds are available as recorded in purchase requisition # R4-06632 in the budget account # C-04-55-979-000-901 for the within contemplated expenditure; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that pursuant to the terms and conditions set forth above, it hereby authorizes an award of contract to Trico Equipment of Vineland, NJ for the goods referenced above in an amount not to exceed \$216,985.00; 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

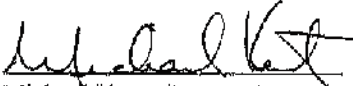
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$216,985.00

APPROPRIATION: C-04-55-979-000-901

PURPOSE: To award a contract to Trico Equipment for One (1) Case 821F Extended Reach Wheel Loader or approved equal for the Passaic County Roads Department.

  
Michael Katz, County Treasurer

DATED: December 9, 2014



# County of Passaic

Procurement Center  
495 River Street, Paterson, NJ 07524

Res-Pg:k.10-4

[mmarinello@passaiccountynj.org](mailto:mmarinello@passaiccountynj.org)

Tel: (973) 247-3300

Fax: (973) 742-8295

Michael Marinello, QPA  
*Purchasing Agent*

December 2, 2014

Board of Chosen Freeholders  
Administration Building

Re: Case 821F Extended Reach Wheel  
Loader or Approved Equal

Contract Period: One year or until the model is no longer available

ATTN: Lou Imhof, Clerk to the Board

Dear Mr. Imhof:

Bids were received at 10:30am, on November 25, 2014 in the Passaic County Procurement Center. The bids were received and read aloud as follows:

Trico Equipment, Vineland, NJ	Total bid \$216,985.00
Jesco Inc., South Plainfield, NJ	Total bid \$259,473.00

This was solicited in a Fair and Open Process. Bids were received and evaluated by Kenneth A. Simpson, Passaic County Supervisor of Roads, and it is his recommendation that a contract be awarded to Trico Equipment of Vineland, NJ as per the attached memo. This bid was evaluated on the basis of the vendor bidding the lowest responsible price.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Marinello QPA".

Michael Marinello, QPA, CCPO  
Purchasing Agent



# County of Passaic

Administration Building Annex  
307 Pennsylvania Avenue • Paterson, New Jersey 07503

ROAD DEPARTMENT

Kenneth A. Simpson  
Passaic County  
Supervisor of Roads

TEL: (973) 881-4500  
FAX: (973) 742-2498  
CELL: (862) 666-0877  
kenneths@passaiccounty.org

December 1, 2014

Mr. Michael Marinello, Purchasing Director  
Passaic County Procurement Center  
495 River Street  
Paterson, New Jersey 07524

Re: Case 821F Extended Reach Wheel Loader  
Bond Number - C-04-55-979-000-901

Dear Mr. Marinello:

Please be advised that I have reviewed the bids received by your department for the above referenced Case 821F, which is to be purchased for the Passaic County Road Department, Pompton Lakes Garage. I have discussed same with the Public Works Committee at their meeting of September 29, 2014 and I am therefore recommending that the bid be awarded to the lowest responsible bidder, Trico Equipment, 551 North Harding Highway, Vineland, New Jersey 08360 in the amount of \$216,985.00.

If you should have any question with respect to this matter, or I can be of additional assistance, please feel free to contact me.

Very truly yours,

*Kenneth A. Simpson*

Kenneth A. Simpson  
Passaic County Supervisor of Roads

KAS/csc

**COUNTY OF PASSAIC  
RESOLUTION REQUEST FORM**

1. **NAME OF REQUESTER:** KENNETH A. SIMPSON, SUPERVISOR OF ROADS  
Telephone #: 973-881-4500

**DESCRIPTION OF RESOLUTION:** AUTHORIZING THE PURCHASE OF ONE CASE #21F AS DESCRIBED IN BID NO. SB-14-052, FROM THE LOWEST RESPONSIBLE BIDDER, TRICO EQUIPMENT, 551 NORTH HARDING HIGHWAY, VINELAND, NEW JERSEY FOR THE ROAD DEPARTMENT, POMPTON LAKES GARAGE FOR A TOTAL PURCHASE PRICE OF \$216,985.00

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:** \$ 216,985.00

**REQUISITION #** R4-06632

4. COMMITTEE REVIEW:	<u>DATE</u>
<input type="checkbox"/> Administration & Finance	_____
<input checked="" type="checkbox"/> Public Works / Buildings & Grounds	<u>9/29/14</u>
<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

Introduced on: December 9, 2014  
 Adopted on: ~~September~~ December 9, 2014  
 Official Resolution#: R20140942

**COUNTY OF PASSAIC**

CO OF PASSAIC, ROADS DEPT  
 (C) 973-881-4500  
 307 PENNSYLVANIA AVENUE  
 PATERSON, NJ 07503

REQUISITION	
NO.	R4-06632

SHIP TO	COUNTY OF PASSAIC ROAD DEPARTMENT 519 RINGWOOD AVENUE POMPTON LAKES, NJ 07442
VENDOR	VENDOR #: 08526 TRICO EQUIPMENT 551 NORTH HARDING HWY. VINELAND, NJ 08360

ORDER DATE: 09/30/14  
 DELIVERY DATE: 09/30/14  
 STATE CONTRACT: 69714  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	ROAD DEPARTMENT --POMPTON LAKES ONE 2014 T4 FINAL CASE 821F WHEEL LOADER WITH ALL STANDARD EQUIPMENT Z-BAR LADER FRAME, 5-SPEED TRANSMISSION W/LOCK-UP CONVERTER & POWER INCH-HEAVY DUTY AXLES, AUTOMATIC, HYDRAULIC DRIVE, REVERSING PAN, DELUXE CAB W/HEAT, A/C AND DEFROSTER, 3-SPOOL LOADER VALVE W/BOYSTICK CONTROL, CLOTH AIR SUSPENSION SEAT, FULL COVERAGE FENDERS W/RH & LH STEPS, 18 MICHELIN RADIALS, FOAM FILLED G/P LOADER BUCKET W/BOLT ON REVERSIBLE CUTTING EDGE, COLD WEATHER PACKAGE ENGINE AIR PRE-CLEANER, REMOTE JUMPER TERMINALS W/MASTER BATTERY DISCONNECT	C-04-55-979-000-901	216,985.0000	216,985.00
1.00	ONE HOSE REEL	C-04-55-979-000-901	0.0000	0.00
1.00	WEST COAST MIRRORS, WORK LIGHT GROUP, FIRE EXTINGUISHER, LED STOVE PACKAGE, REAR VIEW CAMERA, AM/FM/WX BAND RADIO, AUTOMATIC RIDE CONTROL, REAR SIDE FRAME COVERS AND BELLY PAN, LIGHTED LICENSE PLATE BRACKET, AUTOMATIC LUBE SYSTEM, 3-YEAR/3000 HOUR SCHEDULED MAINTENANCE PROGRAM, 3-YEAR SITE WATCH (TELEMATICS) SUBSCRIPTION, 5-YEAR/5000 HOUR PREMIER AND STRUCTURAL WARRANTY.	C-04-55-978-000-901	0.0000	0.00

Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140942

REQUESTING DEPARTMENT

DATE



COUNTY OF PASSAIC  
 CO OF PASSAIC, ROADS DEPT  
 (O) 973-881-4500  
 307 PENNSYLVANIA AVENUE  
 PATERSON, NJ 07503

Res-Pg:k.10-8

REQUISITION	
NO.	R4-06632

Page # 2

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	PURCHASE APPROVED AT PUBLIC WORKS COMMITTEE MEETING OF SEPTEMBER 29, 2014  AS PER PASSAIC COUNTY CONTRACT DELIVER TO: PASSAIC COUNTY ROAD DEPARTMENT - 519 RINGWOOD AVENUE, POMPTON LAKES, NEW JERSEY 07442 ATTENTION: ROBERT WARDLAW 973-881-4830	C-04-55-979-000-901	0.0000	0.00
			TOTAL	216,985.00
Introduced on:	December 9, 2014			
Adopted on:	December 9, 2014			
Official Resolution#:	R20140942			

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION SETTING THE DATE, TIME AND LOCATION OF THE 178TH REORGANIZATION MEETING OF THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF PASSAIC AND AUTHORIZING THE CLERK TO THE BOARD TO ISSUE THE APPROPRIATE PUBLIC NOTICES RELATIVE TO SAID MEETING, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

<b>Official Resolution#</b>		<b>R20140943</b>					
Meeting Date		12/09/2014					
Introduced Date		12/09/2014					
Adopted Date		12/09/2014					
Agenda Item		k-11					
CAF #							
Purchase Req. #							
Result		Adopted					
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION SETTING THE DATE, TIME AND LOCATION  
OF THE 178<sup>TH</sup> REORGANIZATION MEETING OF THE  
BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF  
PASSAIC AND AUTHORIZING THE CLERK TO THE BOARD  
TO ISSUE THE APPROPRIATE PUBLIC NOTICES RELATIVE  
TO SAID MEETING**

**BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic (the "Board") that the 178th Organizational Meeting of the Board will be held on Thursday, January 8, 2015, in the New Administration/Court Building, 401 Grand Street, Paterson, New Jersey, second floor, Room # 220, commencing at 5:30 p.m. sharp; and

**BE IT FURTHER RESOLVED** that notice of this action be forwarded to two (2) newspapers pursuant to the provisions of the Open Public Meetings Act (N.J.S.A. 10:4-6, et seq.) and posted in accordance therewith.

Dated: December 9, 2014

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
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Anthony J. De Nova III

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County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

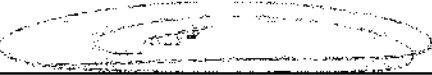
Date: Dec 09, 2014 - 5:30 PM

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

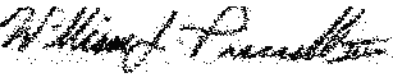
Agenda: RESOLUTION APPROVING THE REQUIRED CORRECTIVE ACTION PLAN FOR THE FISCAL YEAR 2013 AUDIT REPORT, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20140944</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-12						
CAF #							
Purchase Req. #							
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION APPROVING THE REQUIRED CORRECTIVE  
ACTION PLAN FOR THE FISCAL YEAR 2013 AUDIT  
REPORT**

**WHEREAS** the Division of Local Government Services requires the Chief Financial Officer to file a "Corrective Action Plan", attached hereto, outlining the actions to be taken by the County relative to the findings and recommendations in the annual audit report: and

**WHEREAS** the "Corrective Action Plan" shall be prepared by the Chief Financial Officer with assistance from other officials affected by the audit findings and recommendations; and

**WHEREAS** the governing body is required by resolution, to approve said "Corrective Action Plan"; and

**WHEREAS** the "Corrective Action Plan", as prepared by the Chief Financial Officer and approved by the governing body, shall be placed on file and made available for public inspection in the office of the Clerk to the Board of Chosen Freeholders.

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby approves the "Corrective Action Plan" for the Fiscal Year 2013 Audit Report submitted by the Chief Financial Officer.

Dated: December 9, 2014

COUNTY OF PASSAIC

2013 ANNUAL AUDIT – CORRECTIVE ACTION PLAN

Finance/Treasurer:

**Finding** - Not all Workers' Compensation Trust Fund claims are being charged properly to the Trust Fund.

**Recommendation** -That activity for all accounts be posted to the general ledger.

**Corrective Action** --All the activity of the Workers' Compensation Trust Fund is presently posted in the County's accounting software and to the general ledger. However, certain claims have been paid out of the Trust while others have been paid against Current Fund Budget Appropriations. The auditor's request is that all of the activity be posted to one location, the Trust Fund, within the accounting software.

**Implementation Date** – 1/1/2015

**Finding** --There were instances where incorrect budget accounts were being charged for debt principal and interest payments as required by Division of Local Government Services, Requirements of Audit for Expenditure and Disbursements.

**Recommendation** - That all expenditures be reviewed and charged to the correct budget account.

**Corrective Action** – Greater care will be utilized when posting expenditures to the budget to ensure that the correct budget lines are charged.

**Implementation Date** – 1/1/2015

**Finding** –Bank reconciliations are not being performed for the following accounts as required by N.J.S. 40A:5-15. The Accounts not reconciled were the Net Payroll Account and the Payroll Pension Account.

**Recommendation** – That bank reconciliations be prepared on a monthly basis.

**Corrective Action** – The bank reconciliations of the Net Payroll Account and the Payroll Pension Account will be reconciled on a monthly basis.

**Implementation Date**-1/1/2015

**Finding** – There were instances in which receipts are not being deposited within 48 hours of collection as required by N.J.S. 40A:5-15.

**Recommendation** – That all receipts be deposited within 48 hours of collection.

**Corrective Action** – All County Employees that handle cash receipts will be notified of their obligation to deposit those funds within 48 hours as required by N.J.S.40A:5-15.

**Implementation Date** – 1/1/2015

**Finding**- The County did not maintain a current actuarial report as required by Governmental Accounting Standards Board Statement No. 45, Accounting and Financial Reporting by Employer for Postemployment Benefits Other than Pensions”.

**Recommendation** – That the County updates its actuarial report for Accounting and Financial Reporting by Employer for Postemployment Benefits Other than Pensions pursuant to Governmental Accounting Standards Board Statement No. 45.

**Corrective Action**-The County has engaged an actuary to prepare a report as of 12/31/13. However, due to the size of the County and complexity of the report it was not completed in time for 2013 audit. It will be completed prior to the issuance of the 2014 audit report and the County will be in compliance with GASB 45.

**Implementation Date** – 1/1/2015

**Payroll:**

**Finding** – There were instances in which employee’s salary information was not updated on the historical employee personnel record.

**Recommendation** – That employee salary information be updated on the historical employee personnel records.

**Corrective Action** – The county has recently upgraded its ADP payroll software. A report of contractual salaried employees is now being printed from the ADP software and inserted into the employee personnel file. A report for hourly employees is now being reviewed and developed for personnel record purposes.

**Implementation Date** – 1/1/2014 and 1/1/2015

**Finding** – There were instances in which information found in the payroll system did not accurately reflect information contained in the individual’s personnel file.

**Recommendation** – That the information contained in the payroll system be reviewed to determine if the information accurately reflects information contained in the employee’s personnel file.

**Corrective Action** – Greater care will be exercised to ensure that the information in the payroll system accurately reflects information contained in the employee’s personal file. This will be accomplished through recent payroll system software upgrades as well as enhanced communication between the Payroll and Personnel departments.

**Implementation Date** – 1/1/2015

**Parks Department:**

**Finding** –The cash on hand did not agree to the daily revenue report on the day of fieldwork.

**Recommendation** – That more care be taken to ensure that all cash collected is accounted for in the system.

**Corrective Action**–Greater care will be exercised to ensure that all cash collected is posted to and in agreement with the daily revenue report.

**Implementation Date** –Immediately

**Finding** – Sales tax collected during the month of July 2013 was never disbursed to the State of NJ.

**Recommendation** – That more care be taken to ensure sales tax is remitted in a timely manner.

**Corrective Action** – Sales tax is typically remitted in a timely manner and this finding was an oversight. However, greater care will be exercised to ensure that sales tax is always remitted timely.

**Implementation Date** – Immediately



**Preakness:**

**Finding** – A cash receipts ledger is not being maintained.

**Recommendation** – That supporting documentation for receipts be available and a ledger maintained.

**Corrective Action** – A review of the records maintained at Preakness Hospital has been made and a cash receipts ledger using Excel has been established based upon that review. All documents that support cash receipts will be retained.

**Implementation Date** – 1/1/2014

**Finding** – The Petty Cash Fund bank account is not being properly reconciled on a monthly basis for the following reasons:

There are stale dated checks being carried as reconciling items.

There is an unknown adjustment being carried as a reconciling items

The outstanding check listing includes checks recorded as Void in the system

**Recommendation** –That the reconciliation for the Petty Cash Fund be done in a timely manner and reconciling items be reviewed for accuracy.

**Corrective Action** – The petty cash fund has been reconciled timely. However, the reconciling items noted above will be reviewed and adjusted as appropriate.

**Implementation Date** – 1/1/2015

**Finding** – The bank reconciliation for the Care Cost Account has unknown adjustments being carried as reconciling items.

**Recommendation** – That reconciliations for the Cost Care Account be done in a timely manner and the reconciling items be reviewed for accuracy.

**Corrective Action**- The Cost Care Account has been reconciled monthly. The unknown reconciled items being carried will be reviewed and adjusted as appropriate.

**Implementation Date**- 1/1/2015

**Inmate Welfare Fund**

**Finding** – The balance of the Personal Property Account has not been analyzed and includes interest and unclaimed inmates funds that should be remitted to the appropriate agencies.

**Recommendation** – That amounts determined to be interest and unclaimed funds be remitted to the appropriate agencies.

**Corrective Action** – The Personal Property Account has been closed and the funds have been transferred to the County.

**Implementation Date** – March, 2014

**Finding** – The jail contracted with a bookkeeper as a professional service vendor without following the procurement procedures established by the County of Passaic.

**Recommendation** – That the Jail follow all procurement procedures established by the County of Passaic.

**Corrective Action** – Future purchases made by the jail, using jail funds, will be procured through the County's purchasing department.

**Implementation Date** – 1/1/2014

**Finding** – Pursuant to N.J.A.C. 10A:31-29.4(c), Inmate Welfare funds shall be spent on amenities for use, benefit and general welfare of the inmate population as a whole. Funds were expended for professional services which are not allowable.

**Recommendation** – That disbursements from the Inmate Welfare Fund be made for expenses that directly benefit the inmates.

**Corrective Action** – Greater care will be exercised to ensure that all purchases made from the Inmate Welfare Fund will be spent on amenities for use, benefit and general welfare of the inmate population as a whole.

**Implementation Date** – 1/1/2014

**Finding** – A professional services vendor was not issued a form 1099 although the individual received amounts in excess of the IRS threshold.

**Recommendation** – That 1099 forms be issued to all eligible vendors.

**Corrective Action** – The Jail will procure goods and services through the County. Goods and Services will be procured using Edmunds accounting software. Any 1099s needed to be issued for jail related purchases will be issued by the County

**Implementation Date** -1/1/2014

### Federal Grant Awards

**Finding 13-1 – WIA adult/WIA-Youth/WIA-Dislocated Worker Grants-** The County does not have a process in place to perform on-site fiscal monitoring procedures of their sub recipients.

**Recommendation** – A process be developed and implemented to ensure proper documentation is collected and on-site fiscal monitoring procedures are performed.

**Corrective Action-** On-site performance monitoring is completed for all sub-recipients. Management will investigate the requirements of on-site fiscal monitoring and develop a procedure policy to ensure compliance.

**Implementation Date** -1/1/2015

**Finding 13-2-WIA Adult/WIA-Youth/WIA-Dislocated Worker Grants-** Total expenditures reported on the Local Area Reports were greater than the actual expenditures posted to the County's accounting records.

**Recommendation-** That expenditures reported on the Local Area Reports be supported by proper documentation.

**Corrective Action-** Procedures will be implemented to ensure proper documentation is available to support disbursements recorded on the Local Area Reports.

**Implementation Date**-1/1/2015

**Finding 13-3-Shelter Plus Care-** Administrative expenditures charged against the grant cluster included items used in administering other federal programs and general department operations.

**Recommendation-** Proper maintenance and allocation of administrative costs amongst all grant for which they benefit.

**Corrective Action-** Procedures will be implemented to ensure proper maintenance and allocation of administrative funds amongst grants which they benefit.

**Implementation Date-**1/1/15

**Finding 13-4-Shelter Plus Care-**Administrative expenditures were not allocated proportionately to the programmatic expenditures to ensure that the 8% maximum threshold of total administrative expenditures is not exceeded

**Recommendation-**Proper tracking of allowable administrative expenditure thresholds should take place on the least an annual basis.

**Corrective Action-**Procedures will be implemented to ensure proper tracking of administrative expenditure thresholds on at least an annual basis.

**Implementation Date-**1/1/15

#### State Awards

**Finding 13-5 Work First New Jersey Cluster Grant-** The County does not have a process in place to perform on-site fiscal monitoring procedures of their sub-recipients.

**Recommendation-** A process be developed and implemented to ensure proper documentation is collected and on-site fiscal monitoring procedures are performed.

**Corrective Action-**On-site performance is completed for all sub-recipients. Management will investigate the requirements of on-site monitoring and develop a procedure policy to ensure compliance.

**Implementation Date-**1/1/15

**Finding 13-6 Work First New Jersey Cluster Grant**-Expenditures reported on the monthly Local Area Reports were greater than the actual expenditures posted to the County's accounting records.

**Recommendation**- That expenditures reported on the Local Area Reports be supported by proper documentation.

**Corrective Action**- Procedures will be implemented to ensure proper documentation is available to support disbursements recorded on the Local Area Reports.

**Implementation Date**-1/1/15

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
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Anthony J. De Nova III

Administrator

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County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

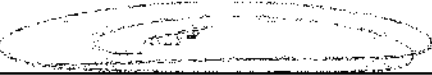
Date: Dec 09, 2014 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
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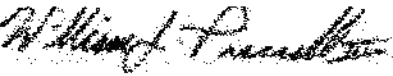
Agenda: RESOLUTION ACCEPTING ANNUAL AUDIT REPORT FOR COUNTY FISCAL YEAR 2013 AND AUTHORIZING THE EXECUTION AND FILING OF THE REQUIRED "GROUP AFFIDAVIT" WITH THE LOCAL FINANCE BOARD, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20140945</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-13						
CAF #							
Purchase Req. #							
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION ACCEPTING ANNUAL AUDIT REPORT FOR COUNTY FISCAL YEAR 2013 AND AUTHORIZING THE EXECUTION AND FILING OF THE REQUIRED "GROUP AFFIDAVIT" WITH THE LOCAL FINANCE BOARD**

**WHEREAS** N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

**WHEREAS** the Annual Report of Audit for the year 2013 has been filed by a Registered Municipal Accountant with the Clerk of the Board of Chosen Freeholders of the County of Passaic as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

**WHEREAS** the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34; and

**WHEREAS** the Local Finance Board has promulgated a resolution requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, at a minimum, the sections of the annual audit entitled:

General Comments

Recommendations;

and

**WHEREAS** the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments

Recommendations

as evidenced by the group affidavit from of the governing body;  
and

**WHEREAS** such resolution of certification shall be adopted by the Governing Body no later than forty five (45) days after the receipt of the annual audit, as per the regulations of the Local Finance Board; and

**WHEREAS** all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

**WHEREAS** failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 – to wit:

R.S. 52:27b – “a local officer or member of a local governing body who, after a date fixed for compliance fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.”



**NOW THEREFORE BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Passaic hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey dated July 30, 1968 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

**I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON DECEMBER 9, 2014.**

---

**Louis E. Imhof, III**  
**Clerk to the Board**

Dated: December 9, 2014

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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## Public Meeting (Board Meeting)

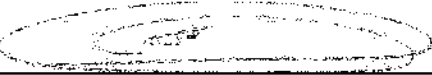
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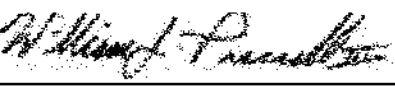
Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO IMR LIMITED OF CAMP HILL, PA FOR RFP SOFTWARE MAINTENANCE AND SUPPORT FOR THE COUNTY CLERK REGISTRY LANDEX SYSTEM AS PER COMPETITIVE CONTRACT, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:  
COUNTY CLERK

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20140946</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-14						
CAF #	5-01-20-108-001-213						
Purchase Req. #	TBD						
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING AWARD OF CONTRACT TO IMR LIMITED OF CAMP HILL, PA FOR RFP SOFTWARE MAINTENANCE AND SUPPORT FOR THE COUNTY CLERK REGISTRY LANDEX SYSTEM AS PER COMPETITIVE CONTRACT**

**WHEREAS**, on October 31, 2014 proposals were received and opened for RFP-14-031 Software Maintenance and Support for the County Clerk Registry Landex System 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 July 18, 2006, Resolution R-06-450 was passed authorizing the use of competitive contracting pursuant to NJSA 40A;11-4.3; 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 IMR Limited of Camp Hill, PA for their proposal for the RFP Software Maintenance and Support for the County Clerk Registry Landex System; and

**WHEREAS**, the Finance, Administration and Personnel Committee has reviewed this matter at its November 24, 2014 meeting and recommended this resolution to the full Board of adoption; and

**WHEREAS**, the contract period will be from January 1, 2015 to December 31, 2016 with a one-year option to renew (Passaic County's option). The 1st one-year option to renew period is January 1, 2017 to December 31, 2017; and

**WHEREAS**, a certificate is attached hereto, indicating that \$43,875.00 in funds are available in the budget account # 5-01-20-108-01-213 for 2015 and \$43,875.00 in funds are available in the budget account # 6-01-20-108-001-213 for 2016, contingent upon approval in future years budgets; 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

**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 IMR Limited of Camp Hill, 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 Software Maintenance and Support for the County Clerk Registry Landex System as a competitive contract.

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$87,750.00

APPROPRIATION: \$43,875.00 - 5-01-20-108-001-213\*  
\$43,875.00 - 6-01-20-108-001-213\*  
\*Contingent upon necessary funds being appropriated in future budgets.

PURPOSE: To award a contract to IMR Limited for RFP Software Maintenance and Support for the County Clerk Registry Landex System for the period January 1, 2015 through December 31, 2016.

  
Michael Katz, County Treasurer

DATED: December 9, 2014



**County of Passaic**  
Procurement Center  
495 River Street, Paterson, NJ 07524

[mmarinello@passaiccountynj.org](mailto:mmarinello@passaiccountynj.org)  
Tel: (973) 247-3300  
Fax: (973) 742-8295

**Michael Marinello, QPA**  
*Purchasing Agent*

December 2, 2014

Board of Chosen Frecholders  
Administration Building

Re: Software Maintenance and Support  
for the County Clerk/Registry Landex  
System

Contract Period: January 1, 2015 through December 31, 2016 with a one-year extension to  
renew as per the County of Passaic

ATTN: Lou Imhof, Clerk to the Board

Dear Mr. Imhof:

Bids were received at 10:30am, on October 31, 2014 in the Passaic County Procurement Center.  
The bids were received and read aloud as follows:

IMR Limited Camp Hill, PA                      Total two year bid \$87,750.00 option year \$43,875.00

This was solicited in a Fair and Open Process. Bids were received and evaluated by Kristen M. Corrado, Passaic County Clerk, and it is her recommendation that a contract be awarded to IMR Limited of Camp Hill, PA as per the attached memo. This bid was evaluated on the basis of the vendor bidding the lowest responsible price.

Sincerely,

Handwritten signature of Michael Marinello in cursive script.

Michael Marinello, QPA, CCPO  
Purchasing Agent

**COUNTY OF PASSAIC  
RESOLUTION REQUEST FORM**

1. NAME OF REQUESTER: Kristin M. Corrado, Esq., Passaic County Clerk  
Telephone #: 973-225-3690

DESCRIPTION OF RESOLUTION: Resolution to award IMR Limited the contract for the Software Maintenance and Support for the County Clerk/Registry. The price for the two year contract is \$87,750.00 . The yearly installment price is \$43,875.00. The one year option price is \$43,875.00. The contract commences on January 1, 2015 through December 31, 2017 with a one year extension option.

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: \$ \$87,750.00 for two years payable in yearly installments of \$43,875.00. The additional one year option is \$43,875.00.

**REQUISITION #**  
**ACCOUNT#** *5-01-20-108-001-213 - 6-01-20-108-001-213*

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: _____	_____

- DISTRIBUTION LIST:
- \_\_\_ Administration
  - \_\_\_ Finance
  - \_\_\_ Counsel
  - \_\_\_ Clerk to the Board
  - \_\_\_ Procurement

Specify:

Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140946



# County of Passaic

Administration Building

401 Grand Street • Paterson, New Jersey 07505

Office of the County Clerk  
Registry Division  
Room 113  
Tel: (973) 881-4777  
Fax: (973) 357-1046

Kristin M. Corrado, Esq.  
County Clerk

## MEMORANDUM

To: Michael Marinello, Passaic County Purchasing Agent

From: Kristin M. Corrado, Passaic County Clerk *KMC*

Date: November 18, 2014

Re: Award of Contract for the Landex System Maintenance and Support

The County Clerk's Office is requesting that IMR Limited be awarded the contract for the Landex System Maintenance and Support. A Request for Proposal was issued and proposals were received on October 31, 2014. IMR Limited was the only responder.

This proposed contract is for two (2) years with an additional one-year option. The two (2) year cost for this contract is \$87,750.00 and will be payable in yearly installments of \$43,875.00. The additional one (1) year option price is \$43,875.00 as well. The contract commences on January 1, 2015 through December 31, 2017 with a one year extension option.

If you should have any questions or need additional information, please do not hesitate to contact me.

cc: Mr. Anthony DeNova, County Administrator  
Freeholder Director Pat Lepore  
Deputy Freeholder Director Theodore Best  
Freeholder Bruce James  
Matt Malfa, Deputy County Counsel

Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140946





## County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

Office of the County Clerk  
Registry Division  
Room 113  
Tel: (973) 881-4777  
Fax: (973) 357-1046

Kristin M. Corrado, Esq.  
County Clerk

### MEMORANDUM

To: Kristin M. Corrado, County Clerk  
 From: ~~Walter Davidson, Deputy County Clerk~~  
 Date: November 18, 2014  
 Re: Request for Proposal for Software Maintenance and Support for  
 the County Clerk Landex System

The review committee met on November 13, 2014 to discuss the Landex Software Maintenance and Support RFP. The proposals were received on October 31, 2014. IMR Limited was the only proposal received.

The criteria to select a vendor were based on the following: Management 25%, Technical 50% and Cost 25%. The contract period commences on January 1, 2015 through December 31, 2017 which includes a one year extension option.

A summary of IMR's proposal is as follows:

Management	25
Technical	50
Cost	15
<b>Total</b>	<b>90</b>

It is the review committee's recommendation that this Request for Proposal be awarded to IMR Limited. The two-year price will be \$87,750.00 payable in yearly installments of \$43,875.00. The one-year option price is \$43,875.00.

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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: Dec 09, 2014 - 5:30 PM

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

Agenda:

RESOLUTION AUTHORIZING THE PAYMENT TO CERTAIN VENDORS OF THE WEATHERIZATION PROGRAM THAT HAVE BY THEIR EMERGENT NATURE EXCEEDED THE COUNTY'S BID THRESHOLD, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:

WEATHERIZATION

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Administration and Finance

COMMITTEE NAME

Official Resolution#	R20140947						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-15						
CAF #	G-01-41-707-014-000						
Purchase Req. #	TBD						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING THE PAYMENT TO CERTAIN VENDORS OF THE WEATHERIZATION PROGRAM THAT HAVE BY THEIR EMERGENT NATURE EXCEEDED THE COUNTY'S BID THRESHOLD**

**WHEREAS** the Passaic County Weatherization Program in order to fulfil their mission set forth in their grant agreement carry out weatherization services and upgrades to heating systems and other health & safety energy measures in eligible dwelling units; and

**WHEREAS** Weatherization services will provide immediate and long-range relief to Passaic County's eligible clients by making homes more energy efficient and thus lowering high fuel/utility bills; and

**WHEREAS** the Board of Chosen Freeholders of the County of Passaic passed resolution R2014-0834 on October 28<sup>th</sup>, 2014 accepting \$726,004.00 in grant funds in order to fund these improvements; and

**WHEREAS** services and upgrades are needed to be made in order to maintain a safe environment for the clients of weatherization, the aggregate cost of said goods and services required by the County exceeds \$17,500.00 and is therefore subject to the requirements of the "Pay-to-Play" law; and

**WHEREAS** within the aforementioned grant agreement the New Jersey Department of Community affairs has designated that Heating System replacements done during the time period of October 1<sup>st</sup> through May 1<sup>st</sup> of each year are exempt from the bidding process as emergencies in accordance with N.J.S.A. 40A:11-6, and as such the bidding process is not required for emergency installations; and

**WHEREAS** the said Board, by Resolution 06-97 dated February 14, 2006 established a policy of only awarding contracts in excess of the monetary threshold set forth under the "Pay to Play" Law only under a "Fair and Open" process; and

**WHEREAS** the Board is desirous of making an exception to that policy because of the urgent and emergency nature of these cases to protect the health and safety of the weatherization clients; and

**WHEREAS** the local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires that the resolution authorizing the award of contracts for exempt goods and/or services and the contracts themselves must be available for public inspection; and

**WHEREAS** the Finance Committee reviewed this matter and recommended that this agreement be awarded as with the understanding that the recipient has not made or will make political contributions as set forth under the Campaign Contributions and Expenditures Reporting Act (N.J.S.A. 19:44A-1); and

**WHEREAS** a certification is attached which indicates that the grant funds are available for the within contemplated expenditures in account number G-01-41-707-014-000;

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the payment to vendors whom perform the weatherization services and replacements as per the aforementioned grant agreement for the work performed on eligible dwelling units; and

**BE IT FURTHER RESOLVED** that this contract is being awarded as an exception to the policy of the Board as set forth in its Resolution R-06-97 dated February 14, 2006 because of the special circumstances of this situation, and the policy of the Board as set forth in this resolution shall remain in full force and effect; and

**BE IT FURTHER RESOLVED** that all effected officers and employees be and hereby are authorized and directed to take such actions and execute such documents as are necessary to effectuate the purposes of this resolution, including issuance of purchase orders as necessary; and

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

12-09-2014 GR

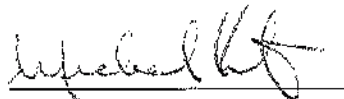
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$726,004.00

APPROPRIATION: G-01-41-707-014-000

PURPOSE: To authorize the payment to various vendors for the Passaic County Weatherization Program.



Michael Katz, County Treasurer

DATED: December 9, 2014

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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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)

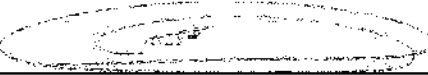
Date: Dec 09, 2014 - 5:30 PM

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

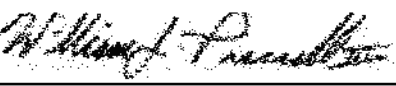
Agenda: RESOLUTION AUTHORIZING SALE OF SURPLUS COUNTY PROPERTY ON GOVDEALS.COM, ALL AS NOTED IN THE RESOLUTION

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#	R20140948						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-16						
CAF #							
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING SALE OF SURPLUS  
COUNTY PROPERTY ON GOVDEALS.COM**

**WHEREAS** the County Of Passaic is the owner of certain surplus property which is no longer needed for public use; and

**WHEREAS** the Freeholders are desirous of selling said surplus property in an “as is” condition without express or implied warranties.

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

**NOW THEREFORE BE IT RESOLVED** by the Freeholders of the County Of Passaic, the sale of surplus property shall take place, as follows:

(1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T-2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals are available online at govdeals.com and are also available in the Office of the Passaic County Clerk of the Board.

(2) The sale will be conducted online and the address of the auction site is govdeals.com.

(3) The sale is being conducted pursuant to Local Finance Notice 2008-9.

(4) The surplus property consists of surplus office equipment, furniture, fixtures, radio equipment and kitchen equipment located in the building previously known as the Youth Detention Center, Preakness Unit I and the Passaic County Warehouse. A formal list of property to be auctioned shall be reviewed by the purchasing agent and advertised accordingly in a timely manner.

(5) The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.

(6) The County Of Passaic reserves the right to accept or reject any bid submitted; and

**BE IT FURTHER RESOLVED** that the Purchasing Agent and all other necessary officers and employees be and hereby are authorized 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



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING THE PASSAIC COUNTY HEALTH DEPARTMENT TO PARTICIPATE IN THE PROGRAM KNOWN AS THE RADON AWARENESS PROGRAM WITH THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION AND ACCEPT A GRANT IN THE SUM OF \$1,000.00 TO PURCHASE RADON TESTS KITS, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:

HEALTH DEPT

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Health and Community Affairs

COMMITTEE NAME

Official Resolution#		R20140949						
Meeting Date		12/09/2014						
Introduced Date		12/09/2014						
Adopted Date		12/09/2014						
Agenda Item		k-17						
CAF #								
Purchase Req. #								
Result		Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	
Lepore	✓				✓			
Best Jr	✓				✓			
Bartlett	✓				✓			
Cotroneo	✓			✓	✓			
Duffy	✓				✓			
James	✓		✓		✓			
Lora	✓				✓			

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING THE PASSAIC COUNTY HEALTH DEPARTMENT TO PARTICIPATE IN THE PROGRAM KNOWN AS THE RADON AWARENESS PROGRAM WITH THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION AND ACCEPT A GRANT IN THE SUM OF \$1,000.00 TO PURCHASE RADON TESTS KITS**

**WHEREAS** the Passaic County Health Department participates in a program with the New Jersey Department of Environmental Protection (NJDEP), Division of Environmental Safety and Health, Bureau of Environmental Radiation known as the Radon Awareness Program; and

**WHEREAS** the said NJDEP recently approved the Passaic County Health Department that as part of the Radon Awareness Program (RAN) said Health Department is eligible for reimbursement of \$1,000.00 for the purchase of radon test kits principally for municipalities such as Ringwood, West Milford and other affected upcounty communities where radon may be present in residential homes (see copy of November 24, 2014 letter attached hereto and made a part hereof); and

**WHEREAS** the Freeholder Committee of Health, Education & Community Services reviewed this matter and recommended that the full Board of Chosen Freeholders accept this sum;

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the Passaic County Health Department to participate in the program known as the Radon Awareness Program with the New Jersey Department of Environmental Protection and accept a reimbursement grant in the sum of \$1,000.00 to purchase radon

tests kits to be distributed to homeowners who reside in the County; and

**BE IT FURTHER RESOLVED** by the said Board that the Director and Clerk be authorized to execute any documentation that may be necessary to effectuate this resolution.

TSC:lc

Dated: December 9, 2014

**COUNTY OF PASSAIC  
RESOLUTION REQUEST FORM**

1. NAME OF REQUESTER:  
Telephone #: 973-881-4396

DESCRIPTION OF RESOLUTION: NJ Dept. of Environmental Protection has awarded to the Passaic County Health Dept. a Grant for a Radon Awareness Program to promote Radon awareness and to save lives from the preventable health risk. This program is targeted to municipalities that have a potential for higher levels of radon. The amount of one thousand dollars (\$1,000.00) will be utilized to purchase Radon test kits for homeowners.

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: \$ 1,000.00

***REQUISITION #  
ACCOUNT#***

- |                                                     |                |
|-----------------------------------------------------|----------------|
| 4. COMMITTEE REVIEW:                                | <u>DATE</u>    |
| ___ Administration & Finance                        | _____          |
| ___ Public Works / Buildings & Grounds              | _____          |
| ___ Planning & Economic Development                 | _____          |
| <u>X</u> Health, Human Services & Community Affairs | <u>12/1/14</u> |
| ___ Law & Public Safety                             | _____          |
| ___ Energy                                          | _____          |
| ___ Other Specify: _____                            | _____          |

5. DISTRIBUTION LIST:

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

Specify:

Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140949



State of New Jersey

DEPARTMENT OF ENVIRONMENTAL PROTECTION

Division of Environmental Safety and Health

Bureau of Environmental Radiation

Radon Section

Mail Code 25-01

PO Box 420

Trenton, New Jersey 08625-0420

Phone: (609) 984-5425

Fax: (609) 984-5595

BOB MARTIN  
Commissioner

CHRIS CHRISTIE  
Governor

KIM GUADAGNO  
Lt. Governor

November 24, 2014

Passaic County Department of Health  
18 Clark Street  
Paterson, New Jersey 07505  
Attn: Ms. Renee B. Alessio

Re: Radon Awareness Program (RAP) Approval Letter

Dear Ms. Alessio:

We have recently reviewed your request to participate in the RAP Program. This letter serves as an approval to participate. At this time, you may begin the standard competitive quotation process (obtain and document written or telephone quotations from three vendors) for the \$1000 purchase of test kits.

For your convenience, I have enclosed an additional copy of the RAP Requirements as well as radon informational brochures which can be distributed along with the test kits.

Thank you for joining us in our efforts to promote radon awareness and to increase the number of lives saved from this easily preventable health risk.

Should you have any questions, please do not hesitate to contact me at (609) 984-5423.

Sincerely,

Charles Renaud  
Radiation Physicist

Enclosures

Introduced on: December 9, 2014

Adopted on: December 9, 2014

Official Resolution#: R20140049

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# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy 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: Dec 09, 2014 - 5:30 PM

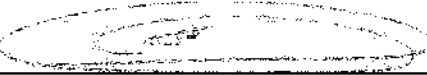
Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE EXECUTION OF THE AFORESAID GRANT AGREEMENT DOAS15AAA004 FROM THE NEW JERSEY DEPARTMENT OF HUMAN SERVICES, DIVISION OF AGING SERVICES, ALL AS NOTED IN THE RESOLUTION

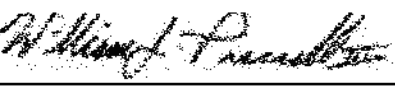
THIS RESOLUTION WAS REQUESTED BY:

OFFICE ON AGING

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Human Services

COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20140950</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-18						
CAF #							
Purchase Req. #							
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING THE EXECUTION OF THE  
AFORESAID GRANT AGREEMENT DOAS15AAA004  
FROM THE NEW JERSEY DEPARTMENT OF HUMAN  
SERVICES, DIVISION OF AGING SERVICES**

**WHEREAS** the Passaic County Area Agency on Aging has obtained a Grant Agreement DOAS15AAA004 from the New Jersey Department of Human Services, Division of Aging Services for 2015 in the amount of \$2,658,614.00, which is available at this time to carry out a program to develop a comprehensive and coordinated system of services for the elderly under the Older Americans Act of 1965, as amended; and

**WHEREAS** these funds for said agreement are set forth in Policy Memorandum 2014-11, 1-11, 2015 Area Plan Contract Update: Grant Application Provisions; Advanced Planning Documents; Intent to Fund/Initial Distribution of Title III, and Related State Match, State Funded and other Federal Programs, for Execution of the 2015 Area Plan Contract (APC) Update dated September 15, 2014 will be distributed as follows: Title IIIB, \$307,957.00; Title IIIC1, \$332,324.00; Title IIIC2, \$184,535.00; Title IIID, \$16,930.00; Title IIIE, \$116,900.00; with an accompanying New Jersey State Match of \$79,633.00 and an additional grant from the State of New Jersey for the Weekend Home Delivered Meals Program of \$62,712.00; Safe Housing and Transportation Program of \$74,738.00; Adult Protective Service of \$324,294.00, Social Service Block Grant of \$545,054.00; State Home Delivered Meals of \$166,360.00; Care Management Quality

Assurance of \$23,810.00; Medicaid Match of \$30,046.00; COLA of \$344,969.00; NSIP (USDA) of \$48,352.00; and

**WHEREAS** included is a spreadsheet showing 50% of anticipated Federal Title III-B, C-1, C-2, D, E and related State Match, as well as 100% for State Weekend Home Delivered Meals (SWHDM), Safe Housing and Transportation (SHTP), Adult Protective Services (APS), Social Service Block Grant (SSBG), Care Management Quality Assurance (CMQA), Supplemental Fundsx (Formerly known as COLA - Cost of Living Adjustment), State Home Delivered Meals (SHDM) and Medicaid reimbursement. Also included is the initial 26% allocation of Nutrition Services Incentive Program (NSIP) and 100% allocation of the anticipated Medicaid reimbursement amount; and

**WHEREAS** the balance of Title III, State Match and NSIP funds will be distributed to AAAs in the midyear and final amendments once the notice of grant award is received from the Administration on Aging; and

**WHEREAS** this matter has been recommended by the County's Area Aging Director and was reviewed and recommended for approval by the Freeholder Human Services Committee;

**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 and in the aforementioned 2015 Initial Allocation, the Director and Clerk to the Board be, and they hereby are, authorized to execute the aforesaid Grant Agreement DOAS15AAA004 to carry out the terms thereof, subject



to the actual receipt of the above stated funds from the New Jersey Department of Human Services, Division of Aging Services.

JDP:lc

Dated: December 9, 2014

**COUNTY OF PASSAIC  
RESOLUTION REQUEST FORM**

1. NAME OF REQUESTER: Mary Kuzinski  
Telephone #: 973-569-4070

DESCRIPTION OF RESOLUTION: Resolution authorizing the execution of Grant Agreement #DOAS15AAA004 from the New Jersey Department of Human Services, Division of Aging Services for 2015 in the amount of \$2,658,614 to carry out services and programs for the elderly through the Department of Senior Services.

Whereas the total sum to be paid are as follows:

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:

4. BUDGET ACCOUNT:

5. 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: _____	_____

6. DISTRIBUTION LIST:

Administration  
 Finance  
 Counsel  
 Clerk to the Board  
 Procurement

Specify:

Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140950



State of New Jersey

DEPARTMENT OF HUMAN SERVICES

DIVISION OF AGING SERVICES

PO BOX 807

TRENTON, N.J. 08625-0807

www.nj.gov/humanservices

CHRIS CHRISTIE  
Governor

KIM GUADAGNO  
Lt. Governor

JENNIFER VELEZ, Esq.  
Commissioner

**DATE:** September 15, 2014                      **NUMBER:** 2014-11, I-11

**TYPE:** Policy Memorandum                      **SUPERSEDES:** None

**SUBJECT:** 2015 Area Plan Contract Update                      **DISTRIBUTION CODE:** I

- Instruction Guide
- Contract Application Provisions
- Advance Planning Document
- Intent to Fund/Initial Distribution of Title III and Related State Match, State Funded and other Federal Programs for Execution of the 2015 Area Plan Contract (APC) Update.

**EFFECTIVE:** Immediately

**APPLICABILITY:** Executive Directors, Area Agencies on Aging (AAA)

**BACKGROUND:** Pursuant to the Older Americans Act (OAA) of 1965 (42 U.S.C. §§ 3001 etseq.) as amended, specifically the Older Americans Act amendments of 2000 (Pub. L. No.106-501) and the OAA amendments of 2006 (Pub. L. No. 109-365), each Area Agency on Aging (AAA) is required to submit for approval to the Division of Aging Services (DoAS), an Area Plan Contract (APC). The Area Plan provides a comprehensive and coordinated system of support services for seniors in its planning and service area as a requirement to receive OAA funds.

All New Jersey Department of Human Services', Division of Aging Services (DoAS) applications for contract funding, including the 2015 APC Update, must be completed, and submitted online via the Department's System for Administering Grants Electronically (SAGE).

**POLICY:** The 2015 APC Update contract application shall be prepared as per guidelines in this policy memorandum, documents attached to this memo, as well as documents located in the SAGE portal including:

- Terms and Conditions
- NJDHS/DoAS 2015 Administrative Requirements, Supplemental Provisions, and Subcontract Requirements.
- 2015 APC Update Contract Application Forms
- 2015 APC Update Instruction Guide

## 2015 APC UPDATE CONTRACT APPLICATION PROVISIONS:

Completed Area Plan contract applications must be submitted in SAGE by 4:00 PM on October 15, 2014. *(Please note that SAGE cannot accommodate due date extensions).* Deficient or incomplete APC contract applications will be recorded as overdue and returned to the AAA for correction. Late applications may impact payments. The Department will not provide cash payments for any costs incurred in carrying out the terms of this contract until a fully executed Notice of Grant Award from the Division of Aging Services has been processed. Upon completion of this process, payments will be made in accordance with the Contract provisions.

The 2015 APC Update represents the third year and final year of the 2013-2015 area plan contract cycle. It is necessary for AAAs to submit new applications, schedules, certification forms, and other documents as specified. With the inception of SAGE, each APC is a one-year contract; therefore, effective dates of this contract period are January 1, 2015 through December 31, 2015.

DoAS will be processing the APC contract applications to provide continued support to New Jersey's AAAs for the provision of comprehensive services for senior citizens. The formula utilized for the distribution of FFY15 Title III funds and related state match is detailed in our State Plan on Aging and in PM 92-13, III-6 "Funding Formula", PM 93-4, III-2 "Supplemental Funding Formula", and PM 2001-8, III-7, "Title III E, National Family Caregiver Support Program." Non-Title III funds are distributed based upon funding formulas established through policy memos issued at the inception of each program.

All programs and services funded in total or in part under the APC, January 1, 2015 through December 31, 2015, must be included in an Integrated Program Summary (IPS). Only agency "legal" names, as written on their business registration certificate, are permitted in APCs. DoAS will however accept a minimal number of "To Be Determined" IPSs if a service or provider has not been determined by the APC submission due date. *(Please note that TBD IPSs must include: funding source, funding amount, and either a provider or taxonomy service and service code. Omission of both a provider and taxonomy service on the TBD IPS will cause the APC application to be rejected and returned to the AAA for revision and may impact payments).*

If circumstances warrant a waiver from Federal and/or State Guidelines for the 2015 APC Update contract period, new direct service, priority, and/or proprietary waivers must be submitted in compliance with PM 91-9, III-4 "Waiver Forms & Procedures for Area Agencies on Aging". All waiver requests shall be submitted on DoAS waiver forms online in SAGE as part of the 2015 APC Update application. Waiver requests must be submitted with all required substantiating documents and include original signatures of all parties. If a waiver is needed after submission of the APC, the AAA is required to promptly notify DoAS Office on Area Agency on Aging Administration in order to clarify the need for the waiver and submit completed waiver forms with signatures and required documents without delay prior to the AAA contracting with the provider. AAAs will be notified of waiver approval. Unless otherwise specified, approved waivers will remain in effect for the balance of the three-year contract ending December 31, 2015. *(AAAs can obtain blank waiver forms and compliance checklist from DoAS via email. Details on obtaining and completing the forms along with submission in SAGE are included in the 2015 APC Update Application Instruction Guide.)*

When the AAA proposes to contract with another Government Agency (public entity – state, county, municipal, housing authority, etc.) the Area Agency on Aging is required to submit a “Governmental Agency Provider – Services Justification form to the State Unit on Aging. Unless otherwise stated, approved governmental agency provider – services justifications are valid for the 2013-2015 area plan cycle, as long as there are no changes in circumstances under which the original governmental agency provider – services justification was approved and no additional services will be provided. Adding services to be provided by a governmental agency constitutes change in circumstances and a new form will be required to add the service(s). Circumstances warranting new governmental agency provider services justifications must be approved by DoAS prior to the AAA contracting with the provider. Submit signed Governmental Agency Provider Services Justification forms in SAGE with the 2015 Area Plan Contract Update Contract Application. *(Details on obtaining and completing the forms along with submission in SAGE are included in the 2015 APC Update Application Instruction Guide.)*

**INTENT TO FUND:**

This Policy Memo serves as the DoAS formal intent to fund AAAs for the 2015 APC Contract Year, contingent upon DoAS approval and as outlined in the approved APC.

**ATTACHMENTS:**

This memorandum also includes Advance Planning Document attachments and establishes the initial allocation for APC 2015. *(Please note: the required Maintenance of Effort (MOE) figure will be calculated for your county for the 2015 APC after DoAS receives the AAA's certification by July 14, 2014. Procedures for the 2015 APC Funding Sources are also attached to this Policy Memorandum.)*

Attachments A-1 and A-2 are the advance planning figures at the anticipated 100% Federal Funds and 100% State funding level. These amounts may vary depending upon the actual allocation of federal and state dollars. Please note that the top row of Attachment A indicates the allocation code for each program. Be sure to use the correct codes when preparing all IPS documents as well as the Quarterly Program Reports (QPR A and B). County contracts with providers can be executed using the 100% funding level if allowed by your county.

Attachments B-1 and B-2 show the initial APC allocations at the anticipated 50% Federal Funds and 100% State funding level and are based upon the availability of funds. The balance of FFY15 funds will be included in the mid-year amendment, when a grant award is received from AoA. SFY16 funds will be fully available for payment once a signed state budget is in effect after July 1, 2015. Any FFY15 funds due in this contract period will be allocated upon the availability of these funds.

Initial IPS documents in SAGE must be established at the level included on attachment B1 and B2. Local, other, and participant contributions can be included at a percentage equivalent to the initial allocation or higher. Full MOE and match requirement must be allocated by the time the AAA processes the mid-year amendment.

When completing an IPS for services to be delivered by the AAA, the Agency Name field on the IPS must begin with the letters – AAA and then the AAA's agency name. For example, services provided by Hunterdon County Area Agency on Aging should be entered in the Agency Name field on the IPS as follows: AAA Hunterdon. *See instruction booklet for additional details.*

Included is a spreadsheet showing 50% of anticipated Federal Title III B, C1, C2, D, E and related State Match, and 100% anticipated State funding, which includes State Weekend Home Delivered Meals (SWHDM), Safe Housing and Transportation (SHTP), Adult Protective Services (APS), Social Service Block Grant (SSBG), Care Management Quality Assurance (CMQA), Supplemental Funds (Formerly known as COLA-Cost of Living Adjustment), Community Based Senior Program (CBSP), and, State Home Delivered Meals (SHDM). Also included is the initial allocation of the Nutrition Services Incentive Program (NSIP) and 100% allocation of the anticipated Medicaid reimbursement amount. The balance of the Title III, State Match, and, NSIP funds will be distributed to AAAs in the midyear and final amendments once the notice of grant award is received from the Administration on Aging.

The NJ Division of Local Government Services is cognizant of these authorizations and will approve corresponding county budget appropriations for those counties receiving funds under this PM.

The 2015 APC Procedures for Funding Sources and Instruction Guide for APC submission are also attached to this Policy memo.

CONTRACT APPLICATION REVIEW:

2015 APC contract applications will be accepted for review once the County and AAA agree to comply with all Federal, State, local and other laws, regulations, policies etc. during the term of the 2015 APC contract year. As part of the review process, AAAs will be notified through SAGE of any required changes to the APC application. APC approval is based on accurate and substantive information per instructions. Notification of the Department's final acceptance of the plan will also be communicated via SAGE.

NOTICE OF GRANT AWARD:

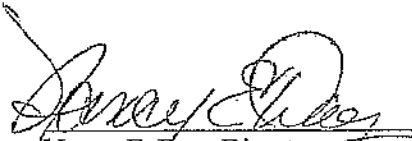
An executed Notice of Grant-Award will be available in SAGE upon approval by the DoAS. AAAs will be notified by a message in SAGE when the application is fully approved. AAAs will then be able to print a copy of the signed contract documents located in SAGE. Paper copies of contracts will no longer be mailed. Please be advised that the Department will not provide cash payments for any costs incurred in carrying out the terms of this contract until a fully executed Notice of Grant Award from the Division of Aging Services has been processed. Upon completion of this process, payments will be made in accordance with the contract provisions.

A resolution accepting the obligations of the APC is not required by DoAS for execution of this contract. AAAs planning on submitting resolutions should ensure they comply with county requirements for local resolution procedures, with language that allows the county to accept any and all funding. A sample is available upon request.

Any proposed changes to the APC as well as changes in AAA staff, office location, phone, fax, email, etc., should be communicated in writing to the Program Manager, Office of AAA Administration, as soon as possible.

Questions regarding the APC programmatic documents should be directed to Stephanie Rietze, (609) 588-6530, Stephanie.Rietze@dhs.state.nj.us. For questions regarding this Policy Memorandum or fiscal matters, contact Anthony Garofalo, Contract Administrator at (609) 588-6529, Anthony.Garofalo@dhs.state.nj.us, or Bruce Sutton, Supervising Contract Administrator, Bruce.Sutton@dhs.state.nj.us, at (609) 588-6789.

Thank you for your cooperation in the APC process.



Nancy E. Day, Director  
Division of Aging Services

NED/TZ/bas/smr  
*Attachments*

DEPARTMENT OF HUMAN SERVICES  
 DIVISION OF AGING SERVICES  
 2016 INITIAL ALLOCATION

Allocations Listed Represent Approximate Percentages Based Upon the Availability of FY 15 and FY16 Funding.

Attachment B-1

COUNTY	Allocation Codes:					Federal Totals	STATE MATCH-50%		
	02 50% B	03 50% C1	04 50% C2	10 50% D	08 50% E		TITLE III A-D	TITLE III E	TOTAL
Atlantic	175,393	189,187	104,894	10,245	68,791	646,500	25,397	20,038	45,435
Bergen	553,748	597,115	330,530	27,018	213,617	1,722,028	79,857	64,086	143,942
Burlington	217,389	234,389	129,585	10,480	84,086	675,939	31,333	26,228	56,562
Camden	279,170	301,019	166,832	14,297	109,241	870,559	40,305	32,772	73,077
Cape May	78,191	77,612	42,676	10,661	28,894	236,014	11,071	8,664	19,735
Cumberland	90,166	97,192	63,931	8,373	36,043	286,705	13,218	10,813	24,031
Essex	628,585	570,276	317,693	27,247	210,966	1,654,667	76,436	63,259	139,695
Gloucester	121,142	130,549	72,065	7,578	47,203	378,567	17,542	14,161	31,703
Hudson	418,969	452,055	252,060	22,692	167,664	1,313,250	60,654	50,298	110,922
Hunterdon	78,191	66,566	27,221	6,787	17,616	166,981	9,462	5,285	14,747
Mercer	199,898	215,348	119,393	10,627	77,995	623,059	28,866	23,398	52,264
Middlesex	387,410	417,862	231,504	18,775	150,759	1,206,310	55,882	45,228	101,110
Morrimouth	314,153	338,561	187,090	18,648	122,575	979,027	45,341	36,778	82,114
Morris	225,812	243,432	134,349	11,369	86,140	701,102	32,557	25,941	58,399
Ocean	386,912	416,757	229,703	19,931	150,424	1,203,727	55,763	45,128	100,891
Passaic	307,957	382,324	184,535	18,930	116,900	958,646	44,662	35,071	79,633
Salem	78,312	66,566	22,382	10,322	14,740	192,322	9,403	4,422	13,825
Somerset	141,871	153,033	84,586	8,457	53,571	441,518	20,538	16,072	36,610
Sussex	76,227	66,566	30,499	7,950	19,775	203,017	9,702	5,932	15,634
Union	318,056	343,006	190,549	16,796	127,036	995,355	45,970	38,111	84,081
Warren	78,357	66,566	30,028	7,175	19,428	201,654	9,543	5,928	15,471
<b>TOTALS</b>	<b>5,057,717</b>	<b>5,375,983</b>	<b>2,942,115</b>	<b>290,148</b>	<b>1,921,264</b>	<b>15,587,227</b>	<b>723,482</b>	<b>676,378</b>	<b>1,299,870</b>

\* Allocation Code for Title III Admin - 01, SHTP Admin - 12 and SSBG Admin - 21



DEPARTMENT OF HUMAN SERVICES  
DIVISION OF AGING SERVICES  
2015 INITIAL ALLOCATION

Allocation Code:	06	11	14	20	19	17	35	48	GRAND TOTAL AUTHORIZED			
COUNTY	100% SWHDM	100% SHTP	100% APS	100% SSBG	100% SHDM	100% CMQA	100% Medicaid	100% CBSP	100% Supplemental Funds	NON-TITLE III FUNDS ALLOCATED	NON-TITLE III FUNDS AUTHORIZED	GRAND TOTAL AUTHORIZED
Atlantic	36,146	41,727	192,715	369,920	0	23,810	17,001	158,544	192,600	1,126,186	1,126,186	1,572,686
Bergen	108,235	128,198	476,917	812,499	0	23,810	52,896	65,472	591,728	2,527,410	2,527,410	4,249,438
Burlington	41,883	49,482	177,879	176,660	0	23,810	20,663	28,786	228,395	804,120	804,120	1,480,059
Camden	54,251	64,361	302,163	786,559	46,605	23,810	26,391	29,835	297,075	1,704,127	1,704,127	2,574,686
Cape May	14,437	17,069	78,496	128,922	7,287	23,810	6,547	8,455	78,780	408,572	408,572	646,585
Cumberland	17,901	20,891	117,213	482,458	1,087	23,810	8,373	79,245	96,436	890,682	890,682	1,176,387
Essex	101,577	120,933	586,494	1,440,915	148,871	23,810	49,635	0	558,272	3,211,919	3,211,919	4,866,585
Gloucester	22,964	27,037	129,775	158,460	20,044	23,810	11,406	30,426	124,798	580,423	580,423	980,990
Hudson	80,887	96,323	517,527	1,522,931	75,063	23,810	39,326	44,674	444,674	3,125,924	3,125,924	4,439,174
Hunterdon	13,000	10,043	72,483	75,342	20,097	23,810	4,351	0	46,385	290,947	290,947	487,308
Mercer	38,970	46,265	214,522	561,167	0	23,810	18,926	40,034	213,545	1,208,493	1,208,493	1,832,552
Middlesex	75,483	89,599	383,680	513,809	25,402	23,810	36,801	66,005	413,566	1,709,285	1,709,285	2,915,575
Morristown	58,183	70,470	312,506	720,492	0	23,810	29,580	68,584	325,272	1,691,011	1,691,011	2,670,038
Morris	43,560	51,294	209,987	95,533	11,566	23,810	21,650	91,776	236,760	844,334	844,334	1,545,436
Ocean	72,327	84,793	383,367	227,542	0	23,810	36,333	41,818	391,380	1,362,261	1,362,261	2,555,988
Passaic	62,712	74,738	324,294	545,054	168,360	23,810	30,046	48,352	344,969	1,599,968	1,599,968	2,458,614
Salem	13,000	8,761	71,764	230,076	15,373	23,810	3,522	7,361	40,673	428,385	428,385	620,707
Somerset	28,000	33,112	114,729	12,905	15,851	23,810	13,775	27,816	152,334	655,066	655,066	1,106,584
Sussex	13,000	11,283	74,903	12,905	19,486	23,810	4,867	8,270	338,652	236,237	236,237	439,254
Union	61,785	73,365	312,368	459,442	16,598	23,810	29,651	68,924	338,652	1,466,676	1,466,676	2,482,031
Warren	13,000	11,256	75,239	103,728	37,310	23,810	4,802	13,332	51,956	376,585	376,585	578,140
TOTALS	970,000	1,131,000	5,109,000	9,742,934	625,000	500,070	466,542	965,838	338,398	5,221,000	28,359,592	41,946,819

9/15/2014 (orig 9) Initial 2010 Census CAP15\_Formula Changes 50% Base 200% pov 75+ 30 25 15 20 10.xlsx

Attachment B-2

Introduced on: December 9, 2011  
Adopted on: December 9, 2011  
Official Resolution#: R20140950

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION AMENDING GRANT AGREEMENT NO. DOAS14SHF016 TO REFLECT AN INCREASE OR FUNDS IN THE AMOUNT OF \$3,000 FROM THE NEW JERSEY DEPARTMENT OF HUMAN SERVICES, DIVISION OF AGING SERVICES FOR THE PERIOD OF APRIL 1, 2014 THROUGH MARCH 31, 2015 TO CARRY OUT THE STATE HEALTH INSURANCE PROGRAM (SHIP) THROUGH THE DEPARTMENT OF SENIOR SERVICES, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:

OFFICE ON AGING

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Human Services

COMMITTEE NAME

<b>Official Resolution#</b>		<b>R20140951</b>					
Meeting Date		12/09/2014					
Introduced Date		12/09/2014					
Adopted Date		12/09/2014					
Agenda Item		k-19					
CAF #							
Purchase Req. #							
Result		Adopted					
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AMENDING GRANT AGREEMENT NO. DOAS14SHF016 TO REFLECT AN INCREASE OR FUNDS IN THE AMOUNT OF \$3,000 FROM THE NEW JERSEY DEPARTMENT OF HUMAN SERVICES, DIVISION OF AGING SERVICES FOR THE PERIOD OF APRIL 1, 2014 THROUGH MARCH 31, 2015 TO CARRY OUT THE STATE HEALTH INSURANCE PROGRAM (SHIP) THROUGH THE DEPARTMENT OF SENIOR SERVICES**

**WHEREAS** the Board of Chosen Freeholders of the County of Passaic is desirous of amending Grant Agreement No. DOAS14SHF016 which is the 2014 State Health Insurance Program (SHIP) between the State of New Jersey, Department of Human Services, Division of Aging Services and the Passaic County Board of Chosen Freeholders; and

**WHEREAS** the desired amendment is set forth in the Notice of Intent to Fund letter dated November 5, 2014 from the Division Director for the Division of Aging Services (a copy of which is attached hereto and made a part hereof) granting the Passaic County Division of Senior Services a \$3,000 increase in the SHIP program for 2014; and

**WHEREAS** this 2014 increase incorporated into the original SHIP grant an increase of \$3,000; and

**WHEREAS** this matter has been recommended by the County's Area Aging Director and was recommended for approval by the Human Services Committee;

**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 and in the aforementioned 2014 Notice of Intent to Fund, it hereby authorizes an

amendment to the 2014 State Health Insurance Program (SHIP)  
grant agreement No. DOAS14SHF016 for the Passaic County  
Department of Senior Services; and

**BE IT FURTHER RESOLVED** that the Clerk of the Board is  
hereby authorized to execute the 2014 SHIP grant on behalf of the  
County of Passaic.

JDP:lc

Dated: December 9, 2014

**COUNTY OF PASSAIC  
RESOLUTION REQUEST FORM**

1. NAME OF REQUESTER: **Mary Kuzinski**  
Telephone #: **973-569-4070**

**DESCRIPTION OF RESOLUTION: Resolution amending Grant Agreement No. DOAS14SHF016 to reflect an increase of funds in the amount of \$3,000 from the New Jersey Department of Human Services, Division of Aging Services for the period of April 1, 2014 through March 31, 2015 to carry out the State Health Insurance Program (SHIP) through the Department of Senior Services.**

Whereas the total sum to be paid are as follows:

2. CERTIFICATION INFORMATION

ATTACH A COPY OF *THE REQUISTION FROM EDMUNDS*

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

3. AMOUNT OF EXPENDITURE:

4. BUDGET ACCOUNT:

5. 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: _____	_____

6. DISTRIBUTION LIST:

Administration  
 Finance  
 Counsel  
 Clerk to the Board  
 Procurement

Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140951



State of New Jersey  
DEPARTMENT OF HUMAN SERVICES  
DIVISION OF AGING SERVICES  
PO BOX 807  
TRENTON, N.J. 08625-0807  
www.nj.gov/humanservices

CHRIS CHRISTIE  
Governor

KIM GUADAGNO  
Lt. Governor

JENNIFER VELEZ, Esq.  
Commissioner

November 5, 2014

Mary Kuzinski  
Executive Director  
Passaic County  
Division of Senior, Disabilities  
and Veterans Services  
930 Riverview Drive  
Totowa, NJ 07512

Re: Notice of Intent to Fund  
DoAS 2014 State Health Insurance Program (SHIP)  
Supplemental Grant to DoAS14SHF 016

Dear Ms. Kuzinski:

We are pleased to inform you that the New Jersey Department of Human Services, Division of Aging Services intends to increase the SHIP Grant with **Passaic County Division of Senior, Disabilities and Veterans Services** for the period April 1, 2014 through March 31, 2015.

This letter serves as the Division's formal intent to obligate additional funds for your agency in the amount of \$3,000 in order to provide continued support to the State Health Insurance Assistance Program (SHIP) in your county.

Note that the department will not be able to provide payment of these funds until a fully executed Budget Amendment has been processed in our System for Administering Grants Electronically (SAGE). You will receive notice from your grant manager with instructions on when to initiate this process.

Thank you for your continued participation in the SHIP Program. Please contact Mary McGeary at 609-588-2672 should you have any questions.

Sincerely,

Nancy E. Day  
Division Director

Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140951

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING THE SUBMISSION & ACCEPTANCE OF A GRANT APPLICATION FOR THE "WEATHERIZATION ASSISTANCE PROGRAM" TO THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS IN RESPONSE TO AN AVAILABLE "REQUEST FOR PROPOSAL" RFP, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:

WEATHERIZATION

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Human Services

COMMITTEE NAME

Official Resolution#		R20140952						
Meeting Date		12/09/2014						
Introduced Date		12/09/2014						
Adopted Date		12/09/2014						
Agenda Item		k-20						
CAF #								
Purchase Req. #								
Result		Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	
Lepore	✓				✓			
Best Jr	✓				✓			
Bartlett	✓				✓			
Cotroneo	✓			✓	✓			
Duffy	✓				✓			
James	✓		✓		✓			
Lora	✓				✓			

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING THE SUBMISSION & ACCEPTANCE  
OF A GRANT APPLICATION FOR THE “WEATHERIZATION  
ASSISTANCE PROGRAM” TO THE NEW JERSEY DEPARTMENT  
OF COMMUNITY AFFAIRS IN RESPONSE TO AN AVAILABLE  
“REQUEST FOR PROPOSAL” RFP**

**WHEREAS** the Board of Chosen Freeholders of the County of Passaic desires to apply for and obtain a grant from the New Jersey Department of Community Affairs to carry out the operation of the Weatherization Assistance Program. The Weatherization Assistance Program consists of three grant programs, USDOE Annual Funds (“DOE WX”), LIHEAP Weatherization (“LIHEAP WX”) and the Heating Improvement Program (“HIP”). Passaic County desires to submit an application to the New Jersey Department of Community Affairs in response to an available “Request for Proposal” RFP; and

**WHEREAS** the name of the grant program is The Weatherization Assistance Program funded through the U.S. Department of Energy and the U.S. Department of Health and Human Services; and

**WHEREAS** the weatherization programs (LIHEAP WX, DOE WX, HIP) are designed to provide energy efficiency retrofits to low income households in order to lower the cost burden of utilities on those households. HIP is designed to provide for the upgrading, repairing and replacing of low-income household’s heating systems; and

**WHEREAS** Passaic County understands the grant term will be three years, contingent upon availability of funding. Renewal will occur within the three-year grant and contingent upon performance



and compliance with grant conditions and stipulations. The Year 1 Grant Term will cover the period from January 1, 2015 through September 30, 2016. HIP grant will be awarded as a match to LIHEAP WX award; and

**WHEREAS** this matter was reviewed and approved by the Human Services Committee on December 9, 2014;

**NOW THEREFORE BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Passaic does hereby authorize the application for such a grant application to the New Jersey Department of Community Affairs in response to an available "Request for Proposal" RFP; and

**BE IT FURTHER RESOLVED** that the Board of Chosen Freeholders of the County of Passaic recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Board of Chosen Freeholders of the County of Passaic and the New Jersey Department of Community Affairs; and

**BE IT FURTHER RESOLVED** that the persons whose names, titles and signatures appear below are authorized to sign the application, and that they or their successors in said titles are

authorized to sign the agreement, and any other documents

necessary in connection therewith:

Sam Yodice, Director  
Weatherization & Home Energy  
County of Passaic

The Hon. Pat Lepore, Freeholder Director  
Board of Chosen Freeholders  
County of Passaic

JDP:lc

Dated: December 9, 2014

## NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS

## Weatherization Assistance Program

## REQUEST FOR PROPOSAL

**NAME OF GRANT PROGRAM:** Weatherization Assistance Program

**PURPOSE OF PROGRAM:** The Weatherization Assistance Program funded through the U.S. Department of Energy and the U.S. Department of Health and Human Services is designed to provide energy efficiency retrofits to low income households in order to lower the cost burden of utilities on those households. The Weatherization Assistance Program consists of three grant programs, USDOE Annual Funds, LIHEAP Weatherization ("LIHEAP WX") and the Heating Improvement Program ("HIP"). HIP is designed to provide for the upgrading, repairing and replacing of low-income household's heating systems. The Weatherization Assistance Program is guided by the current approved NJ State Plan for Weatherization Assistance Program ("NJ WAP State Plan") by the U.S. Department of Energy and the regulations concerning the Weatherization Assistance Program For Low-Income Families which are located at 10 CFR Part 440 and Weatherization Policy Notice 14-1. These regulations can be found on [www.waptac.org](http://www.waptac.org). The NJ State Plan can be found and reviewed on <http://www.state.nj.us/dca/divisions/dhcr/offices/wap.html>.

**AVAILABLE FUNDING:** \$7,046,572.00 for LIHEAP WX and \$3,794,308.00 for HIP. U.S. Department of Energy funding (estimated between \$2.5-\$4 million) will be contingent upon approved allocation to New Jersey and will be distributed among the grant recipients selected for LIHEAP WX with grant term of July 1, 2015 through June 30, 2016. HIP grant will be awarded as a match to LIHEAP WX award. See Target/Service Areas and Funding Allocation Map

One grant per service area will be awarded, a total of 11 awards.

- Applicants may apply for more than one service area. However, an applicant will only be awarded one grant and one service area.
- Applicants must serve all counties within the service area selected.
- Partnerships between agencies with varying capacity are permissible. However, bids must clearly identify lead agency. Award will be made to the lead agency.

**MAXIMUM AMOUNT of AWARD:** Base award of \$100,000. Remaining award is allocated based on the number of individuals in poverty within the service area. See Target/Service Areas and Funding Allocation Map.

**ELIGIBLE APPLICANTS:** Community action agencies, local government or non-profit entities which meet the criteria set forth at 10 CFR 440.15.

**ELIGIBLE PROGRAM PARTICIPANTS:** In order for a household to be eligible for weatherization assistance it must be determined that the household is either categorically or income eligible for assistance in accordance with 10 CFR 440.22, Weatherization Policy Notice 14-1, Chapter 1, Eligibility and property/unit/home must meet eligibility in accordance with Chapter 2, Eligible and Non-Eligible Structures of the Weatherization Assistance Program Policy Manual. The WAP Policy Manual can be found at <http://www.state.nj.us/dca/divisions/dhcr/offices/wap.html>.

**ELIGIBLE ACTIVITIES:** The WAP provides energy efficiency retrofits to eligible households. The measures for any property, unit or home receiving weatherization services must be supported by an energy audit performed on the unit. The allowable energy audits are EA-QUIP for multifamily dwellings, NEAT for single family dwellings and MHEA for manufactured housing. The maximum allowable average cost per unit is \$6,987.

**GRANT TERM:** The grant term will be three years, contingent upon availability of funding. Renewal will occur within the three-year grant and contingent upon performance and compliance with grant conditions and stipulations. The Year 1 Grant Term will cover the period from January 1, 2015 through September 30, 2016.

**QUALIFICATIONS of applicants in order to be considered for funding under grant program:** Successful applicants must:

- Have the experience and the capacity to complete and undertake the program activities as reflected in the Weatherization Workflow Process chart.
- Demonstrate knowledge of the current New Jersey State Plan for the Weatherization Assistance Program.
- Obtain required training, as indicated in the current NJ WAP State Plan, within 30 to 60 days of award. Training Plan can be found and reviewed at <http://www.state.nj.us/dca/divisions/dhcr/offices/wap.html>.
- Demonstrate the ability to accept payment on a reimbursable basis and in accordance with Grant Payments Policy.
- Demonstrate past experience in performing energy efficiency retrofits or related experience. Indicate the vehicles available and technical equipment necessary to perform all aspects of the program. Agencies with substantial need to acquire vehicles or equipment will not be discouraged. Have qualified staff or entities responsible for performing energy audits and quality assurance audits.
- Be certified as an RRP firm with the U.S. Environmental Protection Agency at the time of application.
- Effective April 1, 2015, must have on staff a Building Performance Institute (BPI)-certified Quality Control Inspector.
- Have a qualified technical field representative that is capable of performing the job duties performed by both the estimator/evaluator and the heating system specialist.

**APPLICATION PROCESS:** Applicants must complete and submit the following application forms on SAGE.

- **Agency Capacity:**
  - Describe organization's capacity to deliver this program, with emphasis on fiscal operations specifically inventory management, prompt payment to contractors and or vendors, and managing landlord contributions.
  - Applicants must include information describing their history and current practice of delivering programs and services.
  - Describe how the organization evaluates the outcomes of the services that will be performed under this award.
  
- **Target Population and Outreach Plan:**
  - Describe the organization's outreach strategy for serving the entire region.
  - Describe the challenges to serving various portions of the region and identify ways in which your organization intends to minimize or overcome these challenges.
  
- **Management and Training Plan:**
  - Applicant must describe the model that will be implemented for the program, i.e. crew, contractors' based, both crew and contractors. If applicant will be hiring contractors, it must provide a workflow chart of the procurement process along with sample bid package. These documents can be uploaded in the Certification Sheet in the link allowed for third-party agreements on the bottom of the form.
  - Must provide a staffing chart for all activities listed in the Weatherization Work Flow Process, see Attachment A. Staff resumes and certifications should be uploaded for each individual listed on the staffing chart. Please upload the staffing chart in the Management and Training Form of the application.
  - Applicant must provide a training plan describing how it will ensure that field staff are trained properly and otherwise qualified to perform their responsibilities and how it intends to obtain and meet the certifications and training required as detailed in the current NJ State Plan for Weatherization Assistance Program.
  - Management plan must include a monthly production strategy for the term of the grant per county. The production schedule must reflect estimated number of units to be weatherized by type, single family, mobile homes, and multi-family with proposed benchmark goals. The production schedule must be uploaded as an attachment in the Management and Training Form of the application.
  - Applicant must describe process that will ensure quality assurances of contractors and or crews.

- **Physical Space and Equipment:**

- Describe the location, design and equipment of the weatherization office including vehicles for each county within the region. Physical presence in each county is required. If partnering with other entities, executed Memorandum of Agreements must be included with application.
- Describe client accessibility and capacity to each location.

- **Budget:**

- Provide a proposed budget based on production goals, in accordance with 10 CFR 600, and with the following caps per category.

Administrative	Costs for administrative support such as fiscal staff, Executive Director, office supplies, etc.	5%
Financial Audit	Costs for agency's Single Audit in accordance with OMB Circular A-133.	2%
Liability Insurance	Required coverage for all work performed with USDOE funds.	2%
Health and Safety	For installation of measures that are necessary to maintain the physical wellbeing of both occupants and or weatherization workers in accordance with 10 CFR Part 440 and WAP Policy Manual, Chapter 3, Health and Safety.	14%
Training and Technical Assistance	Costs needed in accordance with the NJ State Plan and agency proposed Training Plan.	\$10,000
Program Support and Weatherization Materials	Salaries, other than administrative salaries, space, utilities, telephone, weatherization materials, contractors, etc. associated with program activities.	Minimum 77%

- **Required Attachments:**

- Application Cover Sheet (Certification Sheet)
- Audit findings for the last 3 years (Certification Sheet)
- Board/Government Resolution (Certification Sheet)

- Certification Regarding Debarment and Suspension (Certification Sheet)
- Certification Regarding Lobbying (Certification Sheet)
- Copy of valid RRP firm certification with the U.S. Environmental Protection Agency (Management and Training)
- Corporate By-Laws and Certificate of Incorporation (required for non-profit only) (Management and Training Sheet)
- IRS Determination Letter (Certification Sheet)
- List of Funding Sources (Management and Training)
- Memorandum of Agreements (if applicable- Certification Sheet)
- Organization's Operating Budget (Management and Training)
- Organizational Chart (Certification Sheet)
- Procurement Process with copy of bid package (if applicable- Certification Sheet)
- Production Schedule (Management and Training)
- Staff Resumes (Management and Training)
- Staffing Chart (Management and Training)
- Training Plan (Management and Training)

**The above required documents are considered part of the application for funding. Failure to submit any of the above listed attachments will result in the application being disqualified. Attachments that cannot be uploaded on SAGE must be received or delivered no later than 4:00 p.m. on December 29, 2014.**

**REPORTING REQUIREMENTS:** Completed units (production) must be submitted via HESWAP by the 10<sup>th</sup> calendar day monthly. Financial Status Reports (FSR) must be submitted by the 15<sup>th</sup> calendar day of the month via SAGE and in accordance with Grant Payments Policy, of the Weatherization Policy Manual.

**PERFORMANCE OUTCOMES:**

- Completion of production goals.
- Completion of benchmarks identified and defined by WAP.
- Full expenditure of grant funds.
- Timely submission of production and FSRs.
- Successful implementation of training plan.
- Quality Weatherization Work.

**APPLICATION RATING CRITERIA:** A review panel consisting of members of the DCA Staff, Weatherization Assistance Program Policy Advisory Council and Weatherization Assistance Program staff will review and evaluate the applications based on a 100 point system in the following areas:

- Agency Capacity
- Target Population and Outreach Plan
- Management and Training Plan
- Physical Space and Equipment
- Budget

Past performance of current agencies will be taken into consideration.

**Please note that an applicant must receive a minimum score of 10 in the Budget/Fiscal Capacity category in order to be eligible to receive an award.**

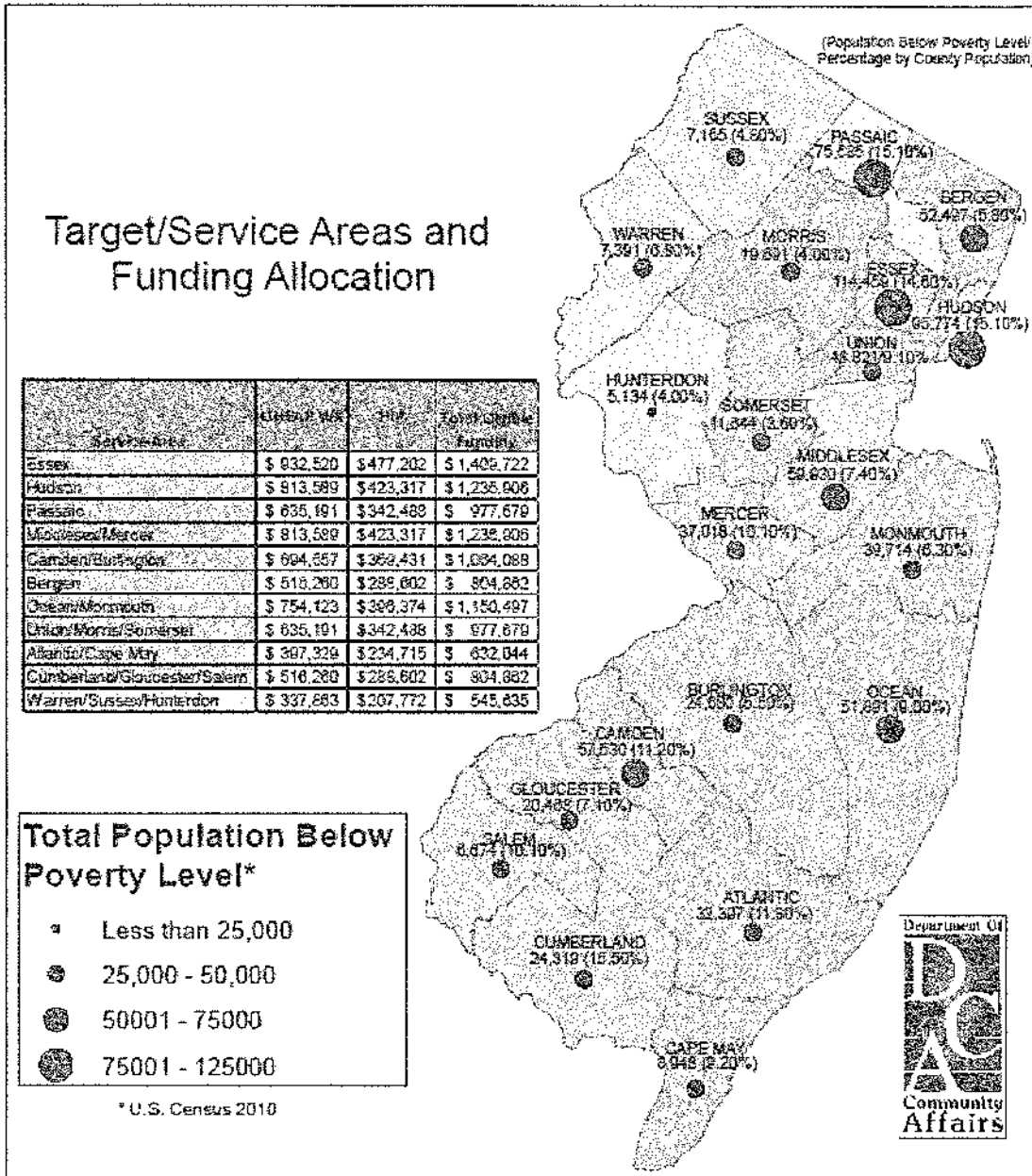
**TECHNICAL ASSISTANCE SESSION:** December 5, 2014 at the Department of Community Affairs' conference room 129 at 10:00 am. Attendance at the TA Session is mandatory. Applicants who do not attend the TA session will not be permitted to submit application.

**DEADLINE FOR SUBMISSION:** December 29, 2014 on SAGE. Any documents can be mailed and or delivered by 4:00 p.m. on December 29, 2014.

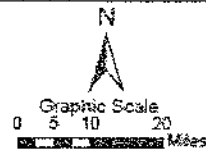
**DATE BY WHICH APPLICANTS SHALL BE NOTIFIED:** on or about the week of January 15, 2015



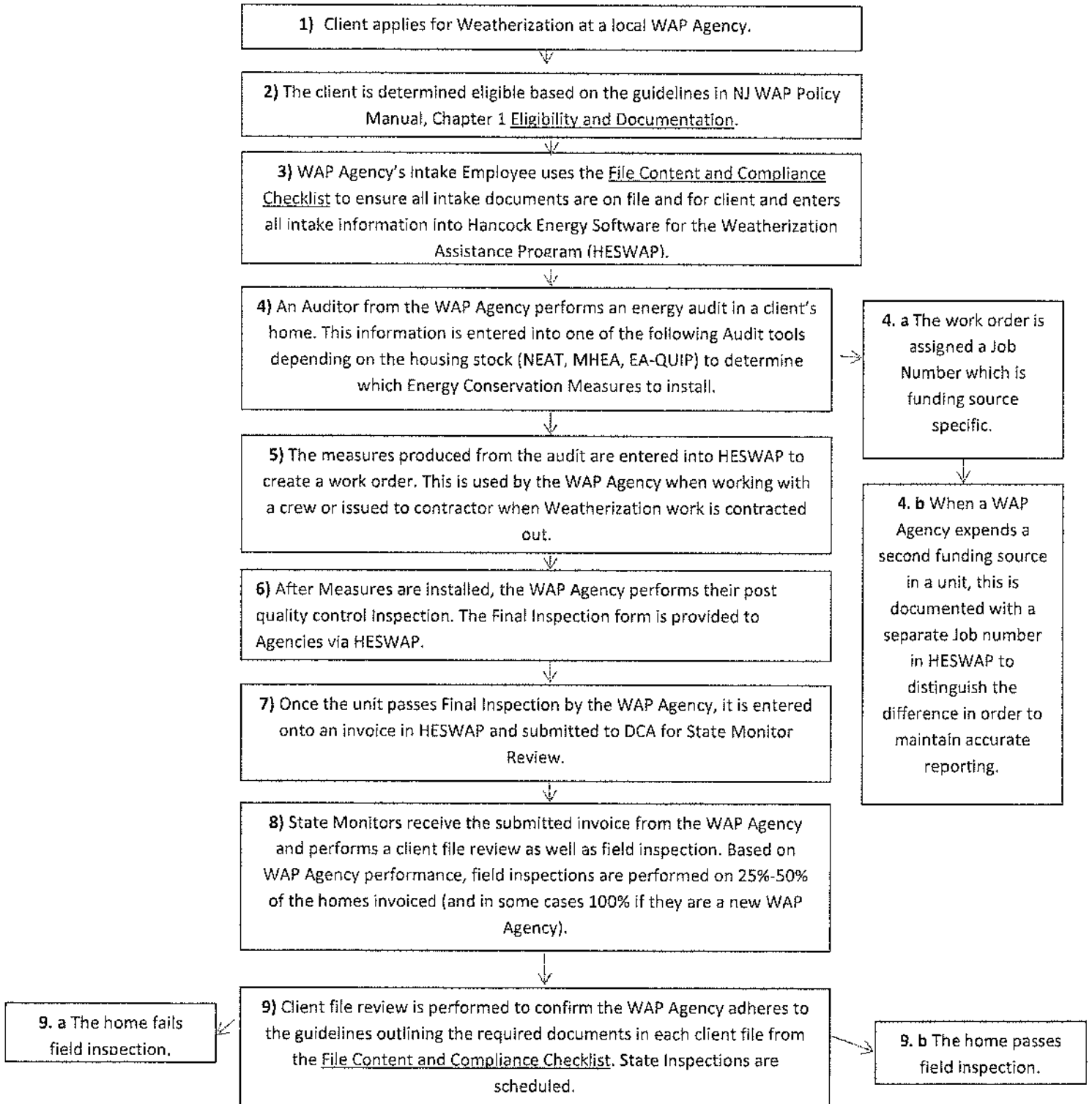
## Weatherization Assistance Program 2015



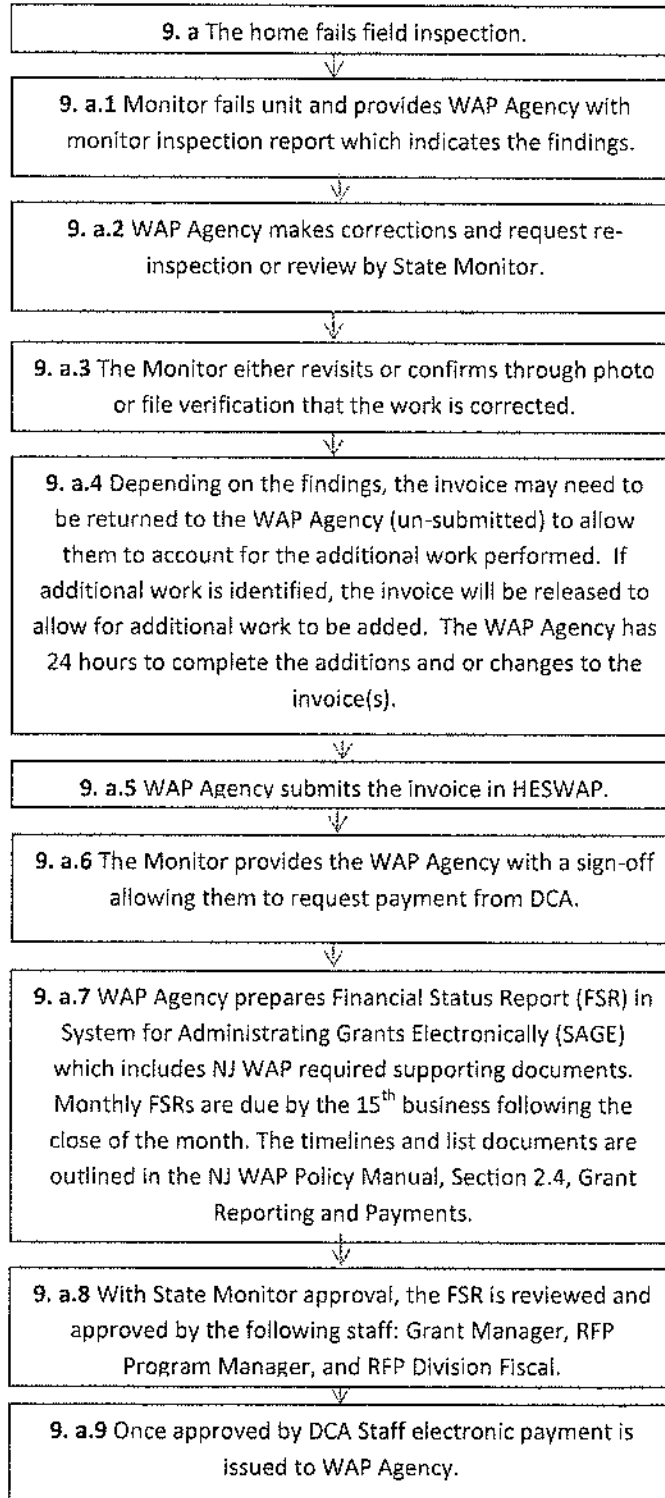
**New Jersey**  
**Department of Community Affairs**  
 Weatherization Assistance Program  
 Office of Low Income Energy Conservation  
 101 South Broad Street  
 Trenton, New Jersey 08625  
 Date: November 2014



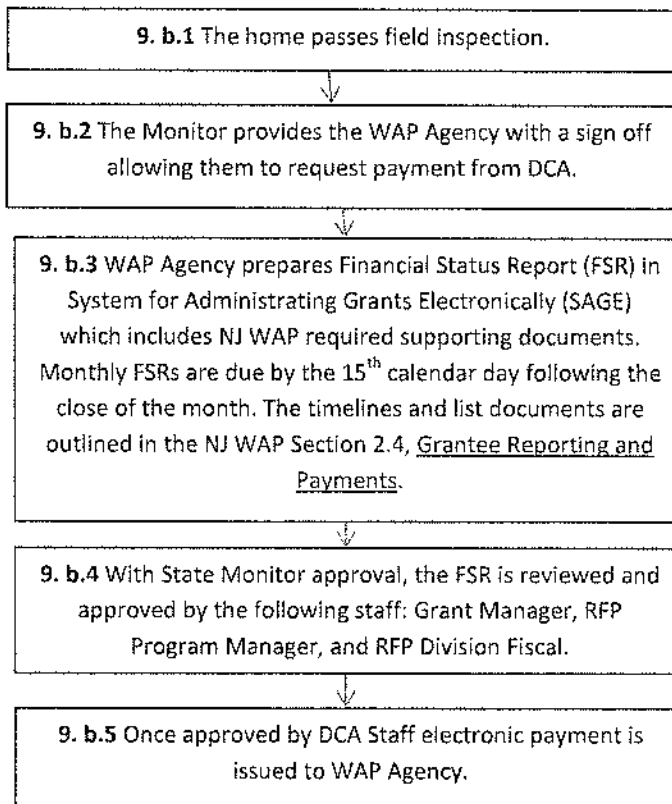
Attachment A  
Weatherization Work Flow Process  
(continued)



Attachment A  
Weatherization Work Flow Process  
(continued)



Attachment A  
Weatherization Work Flow Process  
(continued)



COUNTY OF PASSAIC  
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER & Tel # : Sam Yodice; 973-569-4710

2. DESCRIPTION OF RESOLUTION (PLEASE BE SPECIFIC AS POSSIBLE)

RESOLUTION AUTHORIZING THE SUBMISSION & ACCEPTANCE OF A GRANT APPLICATION FOR THE "WEATHERIZATION ASSISTANCE PROGRAM" TO THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS IN RESPONSE TO AN AVAILBLE "REQUEST FOR PROPOSAL" RFP

3. CERTIFICATION INFORMATION:

AMOUNT OF EXPENDITURE: \$ \_\_\_\_\_

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:

DATE

<input type="checkbox"/> Administration & Finance	_____
<input type="checkbox"/> Public Works / Buildings & Grounds	_____
<input type="checkbox"/> Planning & Economic Development	_____
<input checked="" type="checkbox"/> Health, Human Services & Community Affairs	12/3/2014
<input type="checkbox"/> Law & Public Safety	_____
<input type="checkbox"/> Energy	_____
<input type="checkbox"/> Other Specify: _____	_____

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 Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
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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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION TO AMEND CONTRACT FOR REMINGTON & VERNICK ENGINEERS AS IT CONCERNS THE REPLACEMENT OF PREAKNESS AVENUE BRIDGE AND CULVERT OVER SINGAC BROOK PC #136 & PC #137 IN THE TOWNSHIP OF WAYNE, NJ, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works

COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20140953</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-21						
CAF #	C-04-55-105-001-902						
Purchase Req. #	PO #11-03924						
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION TO AMEND CONTRACT FOR REMINGTON & VERNICK ENGINEERS AS IT CONCERNS THE REPLACEMENT OF PREAKNESS AVENUE BRIDGE AND CULVERT OVER SINGAC BROOK PC #136 & PC #137 IN THE TOWNSHIP OF WAYNE, NJ**

**WHEREAS** a professional engineering consultant services contract was awarded to Remington & Vernick Engineers by Resolution R-111-158 dated March 8, 2011 as it concerns the Replacement of Preakness Avenue Bridge and Culvert over Singac Brook PC # 136 & PC #137 in the Township of Wayne, NJ; and

**WHEREAS** as part of the consultant services for the above referenced project, Remington & Vernick Engineers has submitted a proposal for additional work outside of the scope of the original project and additional compensation items, as indicated in their November 21, 2014 proposal in the amount of \$1,870.00; and

**WHEREAS** the Passaic County Engineer by letter dated December 1, 2014 is recommending that said Remington & Vernick Engineers be awarded a contract modification to perform these additional services for an amount of \$1,870.00 pursuant to its proposal dated November 21, 2014 (copy of letter and proposal attached hereto and made a part hereof);

**WHEREAS** said Remington & Vernick Engineers was one of the professional consultants qualified as a pool engineer by Resolution R-2014-0024 dated January 28, 2014 as a result of a fair and open process as permitted by the Pay-to-Play Law (N.J.S.A. 19:44A-20.4 et seq.); and

**WHEREAS** the matter was reviewed by the members of the

at their meeting on December 1, 2014 and is recommended for approval by the entire Board; and

**WHEREAS** a certification is attached hereto and made a part hereof indicating the availability of funds for this expenditure.

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes an amendment to the original professional engineering consulting services contract for Remington & Vernick Engineers for the Replacement of Preakness Avenue Bridge and Culvert over Singac Brook PC #136 and PC #137 in the Township of Wayne, NJ for additional work outside the original scope of the project as set forth above and in its proposal attached hereto.

**BE IT FURTHER RESOLVED** that the Director and Clerk to the Board are authorized by sign an amendment on behalf of the County of Passaic.

December 9, 2014



Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140953


CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$1,870.00

APPROPRIATION: C-04-55-105-001-902

PURPOSE: To amend contract with Remington & Vernick Engineers as it concerns the Replacement of Preakness Avenue Bridge and Culvert over Singac Brook PC #136 & PC #137.

  
Michael Katz, County Treasurer

DATED: December 9, 2014

## COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. NAME OF REQUESTER & Tel # Engineering

DESCRIPTION OF RESOLUTION (PLEASE BE SPECIFIC AS POSSIBLE)

Resolution Approving a Contract Modification, in the amount of \$1,870.00, issued to Remington and Vernick Engineers for the Replacement of the Preakness Avenue Bridge and Culvert, Wayne Township.

CERTIFICATION INFORMATION:

ATTACH A COPY OF THE REQUISITION FROM EDMONDS

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 REQUISITION. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. AMOUNT OF EXPENDITURE \$1,870.00 (Add)

BUDGET ACCOUNT: C-04-55-105-001-902

PURCHASE ORDER # 11-03924

4. COMMITTEE REVIEW: DATE
- |                                                                        |                |
|------------------------------------------------------------------------|----------------|
| <input type="checkbox"/> Administration & Finance                      | _____          |
| <input checked="" type="checkbox"/> Public Works / Buildings & Grounds | <u>12-1-14</u> |
| <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 Board  
 Procurement  
 Other(s) Specify \_\_\_\_\_



# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

Res-Pg:k.21-7

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

December 1, 2014

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

**Re: Replacement of Preakness Avenue Bridge and Culvert  
Over Singac Brook PC#136 & PC#137  
Wayne Township, Passaic County, N.J.  
Contract Modification- Remington & Vernick Engineers  
Additional Compensation**

Dear Members of the Board:

Remington & Vernick Engineers has submitted a request to approve extra work and additional compensation items for Preakness Avenue Bridge project in the amount of \$1,870.00, this extra work includes, Utility Poles Stakeout, copy of this proposal is attached.

The above referenced matter was discussed at the Public Works Committee meeting on December 1, 2014 and contract modification to Remington & Vernick Engineers is recommended to the full Board.

Based upon the above, this office recommends that the Board of Chosen Freeholders adopt a Resolution modifying the contract with Remington & Vernick Engineers for additional work in the amount of \$1,870.00, for Preakness Avenue Project and authorize County Counsel and the Director of Purchasing to prepare and execute the necessary agreement based upon the attached proposal subject to the availability of funds.

Very truly yours,

Steven J. Edmond, P.E.  
County Engineer

SJE:SG:sg  
Attachment

Cc: County Administrator  
County Counsel  
Director of Finance  
PWC Chair

Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140953

# REMINGTON & VERNICK ENGINEERS AND AFFILIATES

EDWARD VERNICK, PE, CME, President  
CRAIG F. REMINGTON, PE, CME, President

## COUNTY OF PASSAIC ENGINEERING DEPARTMENT

EXECUTIVE VICE PRESIDENTS  
Michael D. Vena, PE, PP, CME (effective 2008)  
Edward J. Walberg, PE, PP, CME  
Thomas F. Beach, PE, CME  
Richard G. Arango, PE, CME

DIRECTOR OF OPERATIONS  
CORPORATE SECRETARY  
Bradley A. Blubaugh, BA, MPA

SENIOR ASSOCIATES  
John J. Cantwell, PE, PP, CME  
Alan Dittenhofer, PE, PP, CME  
Frank J. Seney, Jr., PE, PP, CME  
Terence Vogt, PE, PP, CME  
Dennis K. Yoder, PE, PP, CME, LEED  
Charles E. Adamson, PLS, AET  
Kim Wendell Bibbs, PE, CME  
Marc DeBlasio, PE, PP, CME  
Leonard A. Faiola, PE, CME  
Christopher J. Fazio, PE, CME  
Kenneth C. Ressler, PE, CME  
Gregory J. Sullivan, PE, PP, CME  
Richard B. Czokanski, PE, CME, BCEE

Remington & Vernick Engineers  
232 Kings Highway East  
Haddonfield, NJ 08033  
(856) 795-9595  
(856) 795-1882 (fax)

Remington, Vernick  
& Vena Engineers  
9 Allen Street  
Toms River, NJ 08753  
(732) 286-9220  
(732) 505-8416 (fax)

3 Jocama Boulevard, Suite 300-400  
Old Bridge, NJ 08857  
(732) 955-8000  
(732) 591-2815 (fax)

Remington, Vernick  
& Walberg Engineers  
845 North Main Street  
Pleasantville, NJ 08232  
(609) 645-7110  
(609) 645-7076 (fax)

4907 New Jersey Avenue  
Wildwood City, NJ 08260  
(609) 522-5150  
(609) 522-5313 (fax)

Remington, Vernick  
& Beach Engineers  
922 Fayette Street  
Conshohocken, PA 19428  
(610) 940-1050  
(610) 940-1161 (fax)

1000 Church Hill Road, Suite 220  
Pittsburgh, PA 15205  
(412) 263-2200  
(412) 263-2210 (fax)

Univ. Office Plaza, Bellevue Building  
262 Chapman Road, Suite 105  
Newark, DE 19702  
(302) 266-0212  
(302) 266-6208 (fax)

Remington, Vernick  
& Arango Engineers  
The Presidential Center  
Lincoln Building, Suite 600  
101 Route 130  
Cinnaminson, NJ 08077  
(856) 303-1245  
(856) 303-1249 (fax)

300 Penhorn Avenue, 3rd Floor  
Secaucus, NJ 07094  
(201) 221-1233  
(201) 221-1234 (fax)

November 21, 2014

Mr. Steven J. Edmond, PE, County Engineer  
Passaic County Administration Building  
401 Grand Street, 5th Floor, Room 524  
Paterson, NJ 07505

Re: Replacement of Preakness Avenue Bridge and Culvert  
Township of Wayne, County of Passaic  
Our File No.: 1600X010

Dear Mr. Edmond:

We are writing, as requested by the County, to provide you with our additional fee and scope associated with performing field stake-out of the proposed location of the utility poles that need to be relocated as part of the project.

Our additional scope of services and fee is as follows:

### Stake-Out Utility Poles

- Obtain and verify the proposed location of the relocated utility poles from PSE&G.
- Perform a field stake-out of the utility poles using a tape measure and scaling from the drawing provided by PSE&G of the new pole locations. A marked stake will be set along with a hub at ground level at each proposed utility pole location. Additionally, as requested by PSE&G, we will stake the proposed guiderail and edge of pavement locations at each relocated utility pole.

Our lump-sum cost for the above service is \$1,870.00 and will be a separate phase, invoiced on a percent-complete basis. We have attached a person-hour sheet showing the above-referenced cost.

If you have any questions or desire additional information, please do not hesitate to contact us at our Haddonfield office.

Sincerely,

REMINGTON, VERNICK & ARANGO ENGINEERS, INC.

Frank J. Seney, P.E., C.M.E.  
Senior Associate

December 9, 2014

December 9, 2014

Mr. Saad Ghattas, County Bridge Engineer

T:\Transportation\_Bridge\Passaic County\1600X010 - Preakness Avenue Bridge & Culvert\Correspondence\SE Additional scope and fee for UP stake-out.11-21-14.doc

Earning Our Reputation Every Day Since 1901

file  
e:59

Official Resolution# R20140953C

REMINGTON, VERNICK & ARANGO ENGINEERS

Client: Passaic County  
 Project: Freshness Avenue Bridge and Culvert Replacement - change of scope proposal

11/20/2014

TASKS	CONSULTANTS LEVEL OF EFFORT IN HOURS/FEE										Labor Per Task	Direct Costs (Travel, mileage, etc.)	Task Total	
	Staff	Project Manager	Senior Engineer	Engineer	Survey Manager	2 Person Survey Crew	CADD Operator	Technical Writer	HOURS	\$ AMT				
Utility Pole Stake-Out														
	HOURS	1	8	6	0	0	0	0	0	0	0	0	15	
	RATES	\$200.00	\$125.00	\$95.00	\$135.00	\$190.00	\$85.00	\$55.00						
	AMOUNT	\$200	\$1,000	\$570	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,770	100.00
PROJECT TOTAL	AMOUNT	\$200	\$1,000	\$570	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,770	\$100
													Total:	\$1,870.00

UP Stake-Out (Engineers)

Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140953

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION FOR AWARD OF CONTRACT TO JC CONTRACTING FOR THE MAIN AVENUE SAFETY PROJECT IN THE CITY OF PASSAIC, 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

<b>Official Resolution#</b>	<b>R20140954</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-22						
CAF #	C-04-55-129-001-911						
Purchase Req. #	R4-07951						
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

Res. Pg. k. 22-2

**RESOLUTION FOR AWARD OF CONTRACT TO JC  
CONTRACTING FOR THE MAIN AVENUE SAFETY PROJECT IN  
THE CITY OF PASSAIC, NEW JERSEY AS PER BID**

**WHEREAS** bids for the Main Avenue Safety Project in the City of Passaic, NJ were received on October 28, 2014; and

**WHEREAS** the bids were reviewed and tabulated by the Office of the Passaic County Engineer; and

**WHEREAS** JC Contracting of Bloomfield, NJ submitted the lowest bid for the above-mentioned project in the amount of \$978,684.86, which is being recommended by the Assistant County Engineer as per the terms of the attached letter dated December 2, 2014; and

**WHEREAS** as this Project is a Federal Aid Project, this award is subject to concurring approval of the New Jersey Department of Transportation and the Federal Highway Administration; and

**WHEREAS** this matter was discussed by the members of the Public Works and Buildings & Grounds Committee at their meeting on December 1, 2014 and is being recommended to the full Board for approval; and

**WHEREAS** a certification is attached indicating the availability of funds for said expenditure.

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby awards a contract for the Main Avenue Safety Project in the City of Passaic, NJ in the amount of \$978,684.86; 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.



Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140954

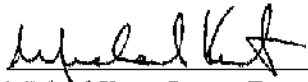
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$978,684.86

APPROPRIATION: C-04-55-129-001-911

PURPOSE: To award a contract to J. C. Contracting for the Main Avenue Safety Project.

  
Michael Katz, County Treasurer

DATED: December 9, 2014

## COUNTY OF PASSAIC RESOLUTION REQUEST FORM

## 1. NAME OF REQUESTER &amp; Tel # Engineering

## DESCRIPTION OF RESOLUTION (PLEASE BE SPECIFIC AS POSSIBLE)

Resolution Awarding a Contract to J.C. Contracting, in the amount of \$978,684.86, for the Main Avenue Safety Improvements Project.

## CERTIFICATION INFORMATION:

ATTACH A COPY OF THE REQUISITION FROM EDMONDS

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 REQUISITION. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

## 3. AMOUNT OF EXPENDITURE \$978,684.96

BUDGET ACCOUNT: C-04-55-129-001-911

PURCHASE REQ. # R4-07951

4. COMMITTEE REVIEW:	<u>DATE</u>
<input type="checkbox"/> Administration & Finance	_____
<input checked="" type="checkbox"/> Public Works / Buildings & Grounds	<u>12-2-14</u>
<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 Board  
 Procurement  
 Other(s) Specify \_\_\_\_\_

**COUNTY OF PASSAIC**

CO OF PASSAIC, ENGINEERING  
 (Q) 973-881-4450  
 401 GRAND ST. ROOM 524  
 PATERSON, NJ 07505

Res-Pg:k-22-6

REQUISITION	
NO.	R4-07951

SHIP TO	
VENDOR	VENDOR #: 11326 J. C. CONTRACTING 25 ORANGE STREET BLOOMFIELD, NJ 07003

ORDER DATE: 12/03/14  
 DELIVERY DATE:  
 STATE CONTRACT:  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00/EA	MAIN AVENUE SAFETY IMPROVEMENT PROJECT IN THE CITY OF PASSAIC AS PER RESOLUTION # DATED 12/9/14 PARTIAL PAYMENTS	C-04-55-129-001-911	978,684.8600	978,684.86
			TOTAL	978,684.86

REQUESTING DEPARTMENT

DATE

Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140954



**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

December 2, 2014

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

Re: Main Avenue Safety Project  
City of Passaic  
**Award of Contract**

Members of the Board:

The County of Passaic received bids for the Main Avenue Safety Project on October 28, 2014.

A total of 3 responsive bids were received from 3 qualified bidders with the following results (Bid Tabulations are attached).

Main Avenue Safety Project, City of Passaic:

J.C. Contracting	Bloomfield, NJ	\$ 978,684.86
Zuccaro, Inc	Garfield, NJ	\$ 997,584.00
Zenith Construction Services, Inc.	Orange, NJ	\$ 998,175.00
Engineer's Estimate		\$1,102,628.25

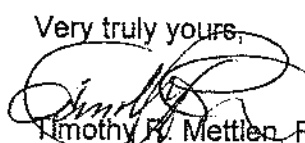
As this project is Federal Aid Project and must be approved by NJDOT and FHWA, the following must be included in the Resolution:

"This Award is subject to concurring approval of the New Jersey Department of Transportation and the Federal Highway Administration."

Based on the above analysis of the bids, I respectfully recommend that the Board of Chosen Freeholders enact a Resolution awarding a contract for the construction of **Main Avenue Safety Project**, to the lowest responsible bidder, **J.C. Contracting, 25 Orange Street, Bloomfield, NJ 07003**, in the amount of **\$978,684.86** (Nine Hundred Seventy-Eight Thousand Eighty-Four Dollars and Eight-Six Cents), with the condition as required by NJDOT & FHWA, above. This Resolution should authorize the County Counsel to prepare the contracts and authorizing the Director of the Board of Chosen Freeholders, the Clerk of the Board, and the Director of Purchasing to sign and execute said contract on behalf of the Board and the County.

This bid was reviewed and recommended for Approval by the Public Works Committee on December 1, 2014.

Very truly yours,



Timothy R. Mettlen, P.E.  
Assistant County Engineer

Attachment

SJE:trm


cc: Public Works Committee, Chair  
County Administrator  
County Counsel  
Director of Finance  
Director of Purchasing

County of Passaic

Main Avenue Safety Project  
 Bid Tabulation  
 Federal Project #STP-C005(483)  
 County Project C-14-018

Bid Received: October 26, 2014

Tabulation by:   
 Timothy K. Nestling, P.E.  
 Assistant County Engineer

Certified By:   
 Steven J. Edmond, P.E.  
 County Engineer

Seal

Item	State Number	Description	Unit	Quantity	Engineer's Estimate		J.C. Contracting		Zuccaro		Zenith	
					Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	151006	PAYMENT, PERFORMANCE AND MAINTENANCE BOND	LS	1	\$ 7,500.00	\$ 7,500.00	\$ 11,000.00	\$ 11,000.00	\$ 20,000.00	\$ 20,000.00	\$ 6,500.00	\$ 6,500.00
2	154003	MOBILIZATION	LS	1	\$ 98,000.00	\$ 98,000.00	\$ 35,000.00	\$ 35,000.00	\$ 50,000.00	\$ 50,000.00	\$ 30,000.00	\$ 30,000.00
3	157004	CONSTRUCTION LAYOUT	LS	1	\$ 17,500.00	\$ 17,500.00	\$ 5,000.00	\$ 5,000.00	\$ 25,000.00	\$ 25,000.00	\$ 50,000.00	\$ 50,000.00
4	158003	CAUTION FENCE	LF	2000	\$ 8.00	\$ 16,000.00	\$ 1.00	\$ 2,000.00	\$ 2.00	\$ 4,000.00	\$ 0.01	\$ 20.00
5	158030	INLET FILTER TYPE 2, 2' X 4'	U	26	\$ 53.00	\$ 1,378.00	\$ 50.00	\$ 1,300.00	\$ 200.00	\$ 5,200.00	\$ 1.00	\$ 26.00
6	159003	BREAKAWAY BARRICADE	U	60	\$ 60.00	\$ 3,600.00	\$ 20.00	\$ 1,200.00	\$ 50.00	\$ 3,000.00	\$ 50.00	\$ 3,000.00
7	159006	DRUM	U	100	\$ 25.00	\$ 2,500.00	\$ 15.00	\$ 1,500.00	\$ 50.00	\$ 5,000.00	\$ 50.00	\$ 5,000.00
8	159012	CONSTRUCTION SIGNS	SF	500	\$ 32.00	\$ 16,000.00	\$ 15.00	\$ 7,500.00	\$ 20.00	\$ 10,000.00	\$ 15.00	\$ 7,500.00
9	159024	FLASHING ARROW BOARD, 2' X 4'	U	1	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00
10	159027	FLASHING ARROW BOARD, 4' X 8'	U	1	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ 3,500.00	\$ 3,500.00
11	159108	TRAFFIC CONTROL TRUCK WITH MOUNTED CRASH CUSHION	U	1	\$ 10,000.00	\$ 10,000.00	\$ 3,000.00	\$ 3,000.00	\$ 15,000.00	\$ 15,000.00	\$ 5,000.00	\$ 5,000.00
12	159114	REMOVABLE BLACK LINE MASKING TAPE, 6"	LF	672	\$ 2.50	\$ 1,680.00	\$ 2.75	\$ 1,848.00	\$ 5.00	\$ 3,360.00	\$ 0.50	\$ 336.00
13	159129	TEMPORARY TRAFFIC STRIPES, 6"	LF	3087	\$ 2.00	\$ 6,174.00	\$ 0.33	\$ 1,018.71	\$ 2.00	\$ 6,174.00	\$ 0.50	\$ 1,543.50
14	159141	TRAFFIC DIRECTOR, FLAGGER	HOURL	624	\$ 65.00	\$ 40,560.00	\$ 65.00	\$ 40,560.00	\$ 65.00	\$ 40,560.00	\$ 65.00	\$ 40,560.00
15	201003	CLEARING SITE	LS	1	\$ 20,000.00	\$ 20,000.00	\$ 26,000.00	\$ 26,000.00	\$ 35,000.00	\$ 35,000.00	\$ 150,000.00	\$ 150,000.00
16	601122	15" REINFORCED CONCRETE PIPE	LF	100	\$ 65.00	\$ 6,500.00	\$ 100.00	\$ 10,000.00	\$ 125.00	\$ 12,500.00	\$ 100.00	\$ 10,000.00
17	602012	INLET, TYPE B	U	4	\$ 3,100.00	\$ 12,400.00	\$ 2,500.00	\$ 10,000.00	\$ 3,500.00	\$ 14,000.00	\$ 3,500.00	\$ 14,000.00
18	602096	INLET CONVERTED TO MANHOLE	U	2	\$ 1,500.00	\$ 3,000.00	\$ 2,000.00	\$ 4,000.00	\$ 2,500.00	\$ 5,000.00	\$ 1,500.00	\$ 3,000.00
19	602099	RESET EXISTING CASTING	U	7	\$ 400.00	\$ 2,800.00	\$ 400.00	\$ 2,800.00	\$ 500.00	\$ 3,500.00	\$ 200.00	\$ 1,400.00
20	602150	RECONSTRUCTED INLET, TYPE A, USING NEW CASTING	U	11	\$ 2,000.00	\$ 22,000.00	\$ 1,800.00	\$ 19,800.00	\$ 2,000.00	\$ 22,000.00	\$ 1,500.00	\$ 16,500.00
21	602210	BICYCLE SAFE GRATE	U	13	\$ 290.00	\$ 3,770.00	\$ 300.00	\$ 3,900.00	\$ 400.00	\$ 5,200.00	\$ 650.00	\$ 8,450.00
22	602213	CURB PIECE	U	13	\$ 300.00	\$ 3,900.00	\$ 400.00	\$ 5,200.00	\$ 400.00	\$ 5,200.00	\$ 400.00	\$ 5,200.00
23	606012	CONCRETE SIDEWALK, 4" THICK	SY	2119	\$ 55.00	\$ 116,545.00	\$ 75.00	\$ 158,925.00	\$ 72.00	\$ 152,568.00	\$ 78.00	\$ 165,288.00
24	606024	CONCRETE SIDEWALK, REINFORCED, 6" THICK	SY	378	\$ 70.00	\$ 26,460.00	\$ 82.00	\$ 30,996.00	\$ 75.00	\$ 28,350.00	\$ 100.00	\$ 37,800.00
25	606051	CONCRETE DRIVEWAY, 6" THICK	SY	75	\$ 75.00	\$ 5,625.00	\$ 82.00	\$ 6,150.00	\$ 75.00	\$ 5,625.00	\$ 100.00	\$ 7,500.00
26	606078	CONCRETE ISLAND, 6" THICK	SY	159	\$ 85.00	\$ 13,515.00	\$ 82.00	\$ 13,038.00	\$ 80.00	\$ 12,720.00	\$ 100.00	\$ 15,900.00
27	606084	DETECTABLE WARNING SURFACE	SF	511	\$ 28.00	\$ 14,308.00	\$ 25.00	\$ 12,775.00	\$ 25.00	\$ 12,775.00	\$ 20.00	\$ 10,220.00
28	607018	9" X 16" CONCRETE VERTICAL CURB	LF	97	\$ 48.00	\$ 4,656.00	\$ 42.00	\$ 4,074.00	\$ 30.00	\$ 2,910.00	\$ 25.00	\$ 2,425.00
29	607021	9" X 18" CONCRETE VERTICAL CURB	LF	2978	\$ 53.00	\$ 157,834.00	\$ 44.00	\$ 131,032.00	\$ 32.00	\$ 95,296.00	\$ 30.00	\$ 89,346.00
30	610003	TRAFFIC STRIPES, LONG LIFE, EPOXY RESIN 4"	LF	7125	\$ 2.50	\$ 17,812.50	\$ 0.55	\$ 3,918.75	\$ 1.00	\$ 7,125.00	\$ 1.00	\$ 7,125.00
31	610007	TRAFFIC STRIPES, LONG LIFE, EPOXY RESIN 8"	LF	864	\$ 3.25	\$ 2,808.00	\$ 1.10	\$ 950.40	\$ 1.50	\$ 1,296.00	\$ 1.25	\$ 1,080.00
32	610008	TRAFFIC MARKINGS, SYMBOLS, LONG LIFE, THERMOPLASTIC	SF	630	\$ 4.00	\$ 2,520.00	\$ 5.75	\$ 3,622.50	\$ 6.00	\$ 3,780.00	\$ 5.50	\$ 3,465.00

10/28/14

33	610011	TRAFFIC MARKINGS, LINES, LONG-LIFE, THERMOPLASTIC	LF	4340	\$ 5.25	\$ 22,785.00	\$ 1.00	\$ 4,340.00	\$ 1.50	\$ 6,510.00	\$ 0.75	\$ 3,255.00
34	612003	REGULATORY AND WARNING SIGN	SF	740	\$ 35.00	\$ 25,900.00	\$ 44.00	\$ 32,560.00	\$ 36.00	\$ 26,640.00	\$ 30.00	\$ 22,200.00
35	612030	OVERHEAD STREET NAME SIGNS	SF	150	\$ 67.00	\$ 10,050.00	\$ 75.00	\$ 11,250.00	\$ 75.00	\$ 11,250.00	\$ 30.00	\$ 4,500.00
36	651252	RESET FIRE HYDRANT	U	6	\$ 1,800.00	\$ 10,800.00	\$ 1,200.00	\$ 7,200.00	\$ 3,500.00	\$ 21,000.00	\$ 2,000.00	\$ 12,000.00
37	651255	RESET WATER VALVE BOX	U	8	\$ 150.00	\$ 1,200.00	\$ 50.00	\$ 400.00	\$ 150.00	\$ 1,200.00	\$ 500.00	\$ 4,000.00
38	653084	RESET GAS VALVE BOX	U	5	\$ 200.00	\$ 1,000.00	\$ 50.00	\$ 250.00	\$ 100.00	\$ 500.00	\$ 500.00	\$ 2,500.00
39	701021	3" RIGID METALLIC CONDUIT	LF	1235	\$ 124.00	\$ 153,140.00	\$ 65.00	\$ 80,275.00	\$ 60.00	\$ 74,100.00	\$ 12.00	\$ 14,820.00
40	701102	18" X 36" JUNCTION BOX	U	23	\$ 1,500.00	\$ 34,500.00	\$ 3,800.00	\$ 87,400.00	\$ 1,600.00	\$ 36,800.00	\$ 2,000.00	\$ 46,000.00
41	701192	GROUND WIRE, NO. 8 AWG	LF	2310	\$ 2.50	\$ 5,775.00	\$ 3.00	\$ 6,930.00	\$ 3.25	\$ 7,507.50	\$ 3.00	\$ 6,930.00
42	702030	TRAFFIC SIGNAL CABLE, 5 CONDUCTOR	LF	5725	\$ 3.00	\$ 17,175.00	\$ 3.50	\$ 20,037.50	\$ 3.75	\$ 21,468.75	\$ 3.50	\$ 20,037.50
43	702033	TRAFFIC SIGNAL CABLE, 10 CONDUCTOR	LF	4275	\$ 3.25	\$ 13,893.75	\$ 4.00	\$ 17,100.00	\$ 4.25	\$ 18,168.75	\$ 4.00	\$ 17,100.00
44	702039	PEDESTRIAN SIGNAL HEAD	U	44	\$ 1,000.00	\$ 44,000.00	\$ 1,000.00	\$ 44,000.00	\$ 950.00	\$ 41,800.00	\$ 900.00	\$ 39,600.00
45	704028	CONTROLLER MODIFICATIONS	U	7	\$ 2,000.00	\$ 14,000.00	\$ 3,500.00	\$ 24,500.00	\$ 3,000.00	\$ 21,000.00	\$ 3,000.00	\$ 21,000.00
46	802021	TREE REMOVAL, OVER 6" TO 12" DIAMETER	U	1	\$ 600.00	\$ 600.00	\$ 750.00	\$ 750.00	\$ 3,000.00	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00
47	804009	TOPSOILING, 6" THICK	SY	168	\$ 10.00	\$ 1,680.00	\$ 5.00	\$ 840.00	\$ 10.00	\$ 1,680.00	\$ 5.00	\$ 840.00
48	809021	WOOD MULCHING, 2" THICK	SY	84	\$ 6.00	\$ 504.00	\$ 6.00	\$ 504.00	\$ 10.00	\$ 840.00	\$ 10.00	\$ 840.00
49	NS00001(605209)	ORNAMENTAL FENCE	LF	182	\$ 50.00	\$ 9,100.00	\$ 80.00	\$ 14,560.00	\$ 150.00	\$ 27,300.00	\$ 100.00	\$ 18,200.00
50	NS00002	RECTANGULAR RAPID FLASHING BEACON SYSTEM	UNIT	2	\$ 35,500.00	\$ 71,000.00	\$ 30,000.00	\$ 60,000.00	\$ 28,000.00	\$ 56,000.00	\$ 27,000.00	\$ 54,000.00
51	NS00003	TRAFFIC SAFETY SERVICES	Allow	1	\$ 4,680.00	\$ 4,680.00	\$ 4,680.00	\$ 4,680.00	\$ 4,680.00	\$ 4,680.00	\$ 4,680.00	\$ 4,680.00

\*TOTAL (see Note): \$ 1,102,628.25

**\$ 978,684.86**

\$ 997,584.00

\$ 998,175.00

89%



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING PURCHASE OF LED LIGHT KITS, CONVEYOR CHAINS AND PLOW PUMPS NEEDED FOR PASSAIC COUNTY ROAD DEPARTMENT PLOW VEHICLES FROM CLIFFSIDE BODY CORPORATION THROUGH STATE CONTRACT, 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#	R20140955						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-23						
CAF #	4-01-26-151-001-249						
Purchase Req. #	R4-06795; R4-06797						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

Res Pg:k.23-2

**RESOLUTION AUTHORIZING PURCHASE OF LED LIGHT  
KITS, CONVEYOR CHAINS AND PLOW PUMPS NEEDED  
FOR PASSAIC COUNTY ROAD DEPARTMENT PLOW  
VEHICLES FROM CLIFFSIDE BODY CORPORATION  
THROUGH STATE CONTRACT**

**WHEREAS** the Supervisor of Passaic County Roads has requested the purchase of LED light kits, conveyor chains and plow pumps needed for the Passaic County Road Department plow trucks pursuant to State Contract #A-75724 in the amount of \$10,080.04 from Cliffside Body Corporation, as indicated in more detail in the attached correspondence dated December 2, 2014; and

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

**WHEREAS** the Public Works and Buildings & Grounds Committee has considered this matter at the December 1, 2014 meeting and recommended this resolution to the full Board for adoption; and

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

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of the LED light kits, conveyor chains and plow pumps described above and in the attached correspondence in accordance with the terms of the applicable State Contract; and

**BE IT FURTHER RESOLVED** that the Purchasing Agent

are authorized and directed to take such further actions and  
Res-Pg:k.23-3  
sign such documents as are necessary to effectuate the  
purpose of this resolution, including but not limited to  
issuance of an appropriate Purchase Order.

December 9, 2014

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$10,080.04

APPROPRIATION: 4-01-26-151-001-249

PURPOSE: To authorize the purchase of LED Light Kits, Conveyor Chains and Plow Pumps from Cliffside Body Corporation for the Passaic County Road Department Plow Vehicles.

  
Michael Katz, County Treasurer

DATED: December 9, 2014



# County of Passaic

Administration Building Annex  
307 Pennsylvania Avenue • Paterson, New Jersey 07503

ROAD DEPARTMENT

Kenneth A. Simpson  
Passaic County  
Supervisor of Roads

TEL: (973) 881-4500  
FAX: (973) 742-2498  
CELL: (862) 666-0077  
kenneths@passaiccounty.org

December 2, 2014

Mr. Michael Glovin, Esq.  
Asst. Passaic County Counsel  
401 Grand Street  
Paterson, New Jersey 07505

Re: Resolution Request – Cliffside Body Company

Dear Mr. Glovin:

At the December 1<sup>st</sup>, 2014 meeting of the Public Works and Buildings & Grounds Committee, a request was heard to authorize the purchase of LED light kits, conveyer chains and plow pumps from Cliffside Body Company, 130 Broad Avenue, Fairview, New Jersey, a State Contract vendor number A75724, in the amount of \$10,080.04, for Passaic County Road Department Plow Vehicles. The Committee directed that a resolution be made authorizing same and that it be placed before the Board of Chosen Freeholders for approval at their next regularly scheduled meeting. The County of Passaic Resolution request form is enclosed with copy of pending requisitions.

If you should have any questions or I can be of additional assistance, please feel free to contact me.

Thank you for your attention and your assistance with this matter.

Very truly yours,

A handwritten signature in black ink that reads "Kenneth A. Simpson".

Kenneth A. Simpson  
Supervisor of Passaic County Roads

KAS/esc  
Enclosures

Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140955

COUNTY OF PASSAIC  
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: KENNETH A. SIMPSON, SUPERVISOR OF ROADS  
Telephone #: 973-881-4500

DESCRIPTION OF RESOLUTION: AUTHORIZING THE PURCHASE OF LED LIGHT KITS, CONVEYOR CHAINS, PLOW PUMPS FOR THE ROAD DEPARTMENT PLOW TRUCKS FROM CLIFFSIDE BODY CO., 130 BROAD AVENUE, FAIRVIEW, NJ, A STATE CONTRACT VENDOR NO. 73781 IN THE AMOUNT OF \$10,080.04, FOR 2014 WINTER SEASON.

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: \$ 10,080.04

*REQUISITION #* R4-06795 AND R4-06797

4. COMMITTEE REVIEW:	<u>DATE</u>
<input type="checkbox"/> Administration & Finance	_____
<input checked="" type="checkbox"/> Public Works / Buildings & Grounds	<u>12-01-14</u>
<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

Introduced on: Specify: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140955

COUNTY OF PASSAIC  
 CO OF PASSAIC, ROADS DEPT  
 (Q) 973-881-4500  
 307 PENNSYLVANIA AVENUE  
 PATERSON, NJ 07503

REQUISITION	
NO.	R4-06795

SHIP TO	
VENDOR	VENDOR #: 07244 CLIFFSIDE BODY CO. 130 BROAD AVENUE FAIRVIEW, NJ 07022

ORDER DATE: 10/08/14  
 DELIVERY DATE:  
 STATE CONTRACT: 73781  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	ROAD DEPARTMENT- R#65 & #82 TWO CONVEYOR CHAINS FOR SNOW PLOW TRUCKS INVOICE NO. S 70936, 11/13/14	4-01-26-151-001-249	2,848.0400	2,848.04
			TOTAL	2,848.04

Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140955

*Kenneth A. Simpson*  
 REQUESTING DEPARTMENT  
 11/17/14  
 DATE



**CLIFFSIDE BODY CORP.**  
 130 BROAD AVE.  
 FAIRVIEW NJ 07022  
 PHONE 201-945-3970  
 FAX 201-945-7534

INVOICE	S 70936
Date	11/13/14
Date Open	10/09/14

www.cliffsidebody.com

Page: 1 of 1

Sold To : 881-4500 973

Ship To : 881-4500

PASSAIC, COUNTY OF 307 PENNSYLVANIA AVE  PATERSON NJ 07503 USA	PASSAIC, COUNTY OF 307 PENNSYLVANIA AVE  PATERSON NJ 07503
-------------------------------------------------------------------------	---------------------------------------------------------------------

Approved By


Written By ROB	Terms 30DAY	Time 13:42:39	Customer Po # R4-06795	Contact	Phone	Ship Via None
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Qty	BO	Description	ListPrice	Price	Total
2.000	0.0	MTE05036271 CHAIN PNTL 667X-162-81-.375 20.25CC 15 4.5	1658.78	1382.32	2764.64
12.00	0.0	SMW667X LINKS WITH PINS	9.26	6.95	83.40

ALL RETURNED GOODS MUST BE ACCOMPANIED BY THIS INVOICE WITHIN 15 DAYS AND ARE SUBJECT TO A HANDLING CHARGE OF 20%. ELECTRICAL AND SPECIAL ORDER PARTS ARE NOT RETURNABLE.

Parts..... 2848.04

This invoice is due within 30 days, any past due charges will receive a 1.5% additional charge. Thank You.

Authorized By:   
 December 9, 2014  
 Adopted on: December 8, 2014  
 Official Resolution#: R20140956

TOTAL DUE 2848.04



COUNTY OF PASSAIC  
 CO OF PASSAIC, ROADS DEPT  
 (Q) 973-881-4500  
 307 PENNSYLVANIA AVENUE  
 PATERSON, NJ 07503

REQUISITION	
NO.:	R4-06797

SHIP TO	
VENDOR	VENDOR #: 07244 CLIFFSIDE BODY CO. 130 BROAD AVENUE FAIRVIEW, NJ 07022

ORDER DATE: 10/08/14  
 DELIVERY DATE:  
 STATE CONTRACT: 75724  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
4.00	ROAD DEPARTMENT - PLOW TRUCKS ITEM NO. MYR15995 - HEAVY DUTY E58H PA 12V UNIT INVOICE NO. S 70935, 11/13/14	4-01-26-151-001-249	1,261.0000	5,044.00
4.00	ITEM NO. TRU80875 - LED PLOW LIGHT KIT  AS PER ESTIMATE NO. E3250, 9/24/14  AS PER STATE CONTRACT	4-01-26-151-001-249	547.0000	2,188.00
			TOTAL	7,232.00

Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140955

*Kenneth A. Simpson*  
 \_\_\_\_\_  
 REQUESTING DEPARTMENT DATE



**CLIFFSIDE BODY CORP.**  
 130 BROAD AVE.  
 FAIRVIEW NJ 07022  
 PHONE 201-945-3970  
 FAX 201-945-7534

INVOICE	S 70935
Date	11/13/14
Date Open	10/09/14

www.cliffsidebody.com

Page: 1 of 1

Sold To : 881-4500 973

Ship To : 881-4500

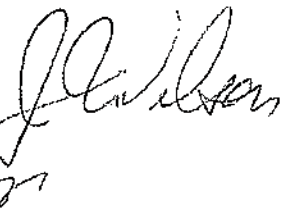
PASSAIC, COUNTY OF 307 PENNSYLVANIA AVE			PASSAIC, COUNTY OF 307 PENNSYLVANIA AVE			
PATERSON NJ 07503 USA			PATERSON NJ 07503			
Approved By						
Written By ROB	Terms 30DAY	Time 13:49:06	Customer Po # R4-06797	Contact	Phone	Ship Via None
Qty	BO	Description	ListPrice	Price	Total	
4.000	0.0	MYR15995 HYD E58H PA 12V UNIT ONLY SN.00613615995 SN.00614515995 SN.00614415995 SN.00613915995	2161.72	1261.00	5044.00	
4.000	0.0	TRU80875 LED PLOW LIGHT KIT	638.19	547.00	2188.00	

ALL RETURNED GOODS MUST BE ACCOMPANIED BY THIS INVOICE WITHIN 15 DAYS AND ARE SUBJECT TO A HANDLING CHARGE OF 20%. ELECTRICAL AND SPECIAL ORDER PARTS ARE NOT RETURNABLE.

Parts..... 7232.00

This invoice is due within 30 days, any past due charges will receive a 1.5% additional charge. Thank You.

Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140955



TOTAL DUE 7232.00

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
Hector C. Lora

401 Grand Street  
Paterson, New Jersey 07505

Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III

Administrator

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County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

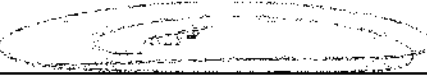
Date: Dec 09, 2014 - 5:30 PM

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

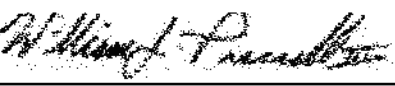
Agenda: RESOLUTION ADOPTING A REVISED FEE SCHEDULE FOR THE PREAKNESS VALLEY GOLF COURSE EFFECTIVE JANUARY 2015, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works

COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20140956</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-24						
CAF #							
Purchase Req. #							
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION ADOPTING A REVISED FEE SCHEDULE FOR  
THE PREAKNESS VALLEY GOLF COURSE EFFECTIVE  
JANUARY 2015**

**WHEREAS** the Board of Chosen Freeholders of the County of Passaic (the “Board”) is vested with all of the executive and legislative powers of the County of Passaic pursuant to N.J.S.A. 40:20-1, et seq.; and

**WHEREAS** the Board recognizes that the ability to properly maintain and improve the Preakness Valley Golf Course (formerly known as the Passaic County Golf Course) is largely dependent on revenues generated through yearly membership and daily greens fees; and

**WHEREAS** over the last several years the Board, based upon the recommendation of the Preakness Valley Golf Course Manager, has made adjustments to the yearly registration greens fees at the Course at the beginning of each calendar year; and

**WHEREAS** attached hereto is the recommendation for the upcoming 2015 year for new and revised fees for golf; and

**WHEREAS** the Board believes it is necessary to adopt the attached revised fee schedule for golf in order to ensure the availability of funds for continued maintenance as well as for future capital and other improvements that may be needed for the Course; and

**WHEREAS** the Board is also desirous of concurring with the said Manager’s recommendation that beginning January 2, 2015 golfers will no longer be permitted to make reservations to play

nine (9) holes of golf on Friday, Saturday, Sunday and holidays from the Course opening until 11:00 a.m.; and

**WHEREAS** the Freeholder Committee for Public Works and Buildings & Grounds reviewed this matter at its December 1, 2014 meeting and is recommending that new rates, new registration rates and the nine-hole reservation restriction be authorized by the entire Board.

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby adopts the attached revised fee schedule for the Preakness Valley Golf Course effective January 2, 2015.

**BE IT FURTHER RESOLVED** that effective January 2, 2015 golfers will no longer be permitted to make reservations to play nine (9) holes of golf on Friday, Saturday, Sunday and holidays from the Golf Course opening until 11:00 a.m.

December 9, 2014

Attached please find the adjusted play rates for golfers playing at the Preakness Valley Golf Course. These rates are recommended by the Public Works Committee for resolution by the entire Freeholder Board at the next regularly scheduled meeting. The rates are adjusted in order to balance the continued investments made by the Freeholder Board over the last six years.

Please note this change to the Tee-Time reservation system. Golfers will not be able to make a nine hole reservation on Fridays, Saturdays and Sundays from opening until 11AM. This restriction will also include holidays.

Registration and Membership  
2014 Blue - 2015 Red

1-Apr

			Daily		Daily	
	18 Hole	18 Hole	18 Hole	18 Hole	9 Hole	9 Hole
Resident	\$65	\$65	\$28	\$30	\$17	\$20
Senior ( 62 +) Student	\$45	\$45	\$23	\$25	\$14	\$15
Student	\$45	\$45	\$23	\$25	\$14	\$15
Non-Resident Member	\$110	\$120	\$33	\$35	\$22	\$25
Non-Member			\$50	\$52		
Senior Non-Resident-Thursday			\$35			
Gol Course Employee				\$20		\$10
Tournament	\$40					
Duplicate Cards						
Senior 4 Day	\$300		\$15		\$10	\$12
Senior 7 Day	\$425		\$15		\$10	\$12
Pull Carts			\$5			
Gas Cart 9 Hole			\$17			
Gas Cart 18 Hole			\$30			
TWILIGHT (Non-Member)			\$35			

Weekend		Weekend	
18 Hole	18 Hole	9 Hole	9 Hole
\$37	\$40	\$20	
\$35		\$15	\$20
\$35		\$15	\$20
\$42	\$45	\$22	\$27
\$60	\$62		
\$22			
\$35		\$15	\$20
\$20	\$23	\$15	\$16
\$5			
\$17			
\$30			
\$40			

CATEGORY	
Monday thru Thursday	18 HOLES
REGULAR	\$25
SENIOR	\$20
STUDENT	\$20
NON-RES MEMBER	\$30
NON MEMBER	\$45

Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140956

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION AWARDDING CONTRACT TO KC ENGINEERING AND LAND SURVEYING, P.C. FOR THE INSPECTION, DESIGN AND PREPARATION OF CONSTRUCTION DOCUMENTS FOR THE REPAIRS OF FAIRFIELD ROAD BRIDGE OVER SINGAC BROOK, STRUCTURE NO. 1600-514 IN THE TOWNSHIP OF WAYNE, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works

COMMITTEE NAME

Official Resolution#	R20140957						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-25						
CAF #	C-04-55-129/932/952-						
Purchase Req. #	R4-07893						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014



**RESOLUTION AWARDING CONTRACT TO KC ENGINEERING AND LAND SURVEYING, P.C. FOR THE INSPECTION, DESIGN AND PREPARATION OF CONSTRUCTION DOCUMENTS FOR THE REPAIRS OF FAIRFIELD ROAD BRIDGE OVER SINGAC BROOK, STRUCTURE NO. 1600-514 IN THE TOWNSHIP OF WAYNE, NEW JERSEY**

**WHEREAS** there exists a need for Professional Consultant Engineering Services as it concerns the inspection, design and preparation of construction documents for the Repairs of Fairfield Road Bridge over Singac Brook Structure No. 1600-514 in the Township of Wayne, NJ; and

**WHEREAS** KC Engineering and Land Surveying, P.C. of Denville, New Jersey submitted a proposal for the necessary engineering consulting services to be provided for a fee of \$135,579.00 to inspect, design and prepare the construction documents in connection with the Repairs of Fairfield Road Bridge over Singac Brook, Structure No. 1600-514, which is being recommended by the Passaic County Engineer in a letter to the Board dated December 2, 2014, 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 at a meeting on December 1, 2014 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 KC Engineering and Land Surveying, P.C.

Open” procedure pursuant to the resolution of the Board of Chosen Freeholders of the County of Passaic, R-2014-0024, dated January 28, 2014 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 Engineering Services for the above-mentioned project be awarded to KC Engineering and Land Surveying, P.C. 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: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140957

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$135,579.00

APPROPRIATION: \$100,000.00 - C-04-55-129-001-903  
\$ 60.15 - C-04-55-932-000-902  
\$ 35,518.85 - C-04-55-952-000-902

PURPOSE: To award a contract to KC Engineering and Land Surveying, P. C. for the Inspection, Design and Preparation of Construction Documents for the Repairs of Fairfield Road Bridge, Structure No. 1600-514

  
Michael Katz, County Treasurer

DATED: December 9, 2014

Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140957

**COUNTY OF PASSAIC  
RESOLUTION REQUEST FORM**

1. NAME OF REQUESTER & Tel # Engineering

DESCRIPTION OF RESOLUTION (PLEASE BE SPECIFIC AS POSSIBLE)

Resolution Awarding a Contract, in the amount of \$135,579.00, to KC Engineering for Repairs to the Fairfield Road Bridge over Signac Brook, Wayne Township.

CERTIFICATION INFORMATION:

ATTACH A COPY OF THE REQUISITION FROM EDMONDS

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 REQUISITION. RESOLUTION REQUESTS FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION NUMBER

3. AMOUNT OF EXPENDITURE \$135,579.00

BUDGET ACCOUNT: C-04-55-129-001-903 - \$100,000.00

C-04-55-932-000-902 \$ 60.15

C-04-55-952-000-902 \$ 35,518.85

PURCHASE REQUISITION # : R4-07893

4. COMMITTEE REVIEW: DATE

Administration & Finance \_\_\_\_\_

Public Works / Buildings & Grounds 12-1-14

Planning & Economic Development \_\_\_\_\_

Health, Human Services & Community Affairs \_\_\_\_\_

Law & Public Safety \_\_\_\_\_

Energy \_\_\_\_\_

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

5. DISTRIBUTION LIST:

Administration

Finance

Counsel

Clerk to Board

Procurement

Other(s) Specify

COUNTY OF PASSAIC  
 CO OF PASSAIC, ENGINEERING  
 (C) 973-881-4450  
 401 GRAND ST. ROOM 524  
 PATERSON, NJ 07505

REQUISITION	
NO.	R4-07893

S H I P  T O	
V E N D O R	VENDOR #: 06462 KC ENGINEERING 12 ROSEWOOD LANE DENVERVILLE, NJ 07834-3801

ORDER DATE: 12/02/14  
 DELIVERY DATE:  
 STATE CONTRACT:  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00/EA	REPAIRS TO THE FAIRFIELD ROAD BRIDGE OVER SIGNAC BROOK AS PER RESOLUTION # DATED FOR ENCUMBRANCE PURPOSE ONLY PARTIAL PAYMENTS	C-04-55-129-001-903	100,000.0000	100,000.00
1.00/EA	FAIRFIELD ROAD BRIDGE REPAIRS	C-04-55-932-000-902	60.1500	60.15
1.00/EA	FAIRFIELD AVENUE BRIDGE REPAIR	C-04-55-952-000-902	35,518.8500	35,518.85
			TOTAL	135,579.00

REQUESTING DEPARTMENT

DATE

Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140957



# 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

December 2, 2014

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

PROJECT: Repairs of Fairfield Road Bridge over Singac Brook  
Structure No. 1600-514  
Township of Wayne, Passaic County  
**AWARD OF CONSULTING DESIGN SERVICES**

Dear Members of the Board:

The County of Passaic requested proposals for the Repairs of Fairfield Road Bridge over Singac Brook, Structure No. 1600-514, in the Township of Wayne. The work included under this proposal includes the inspection, design and preparation of the construction contract documents and construction phase services for the repair of this structure.

One proposal was requested and received from KC Engineering and Land Surveying, P.C. of Denville, New Jersey in the amount of \$135,579.00.

This matter was discussed at the Public Works Committee meeting on December 1, 2014, and an award of contract to KC Engineering and Land Surveying, P.C. is recommended to the full Board.

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution awarding a contract to KC Engineering and Land Surveying, P.C. in the amount of \$135,579.00 for the Repairs of Fairfield Road Bridge over Singac Brook, Structure No. 1600-514 subject to the availability of funds.

Very truly yours,

Steven J. Edmond, P.E.  
County Engineer

/jcp

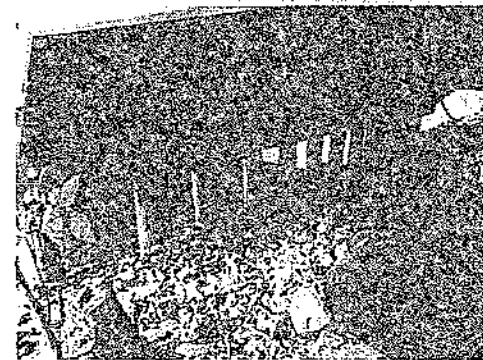
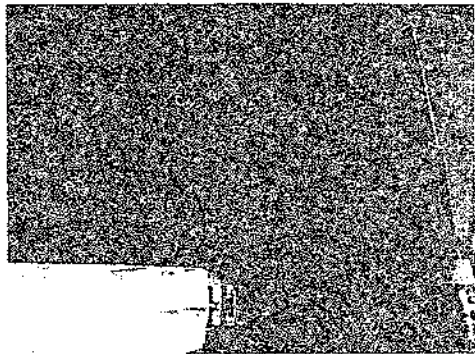
cc: Chair, Public Works and Buildings & Grounds Committee  
County Administrator  
County Counsel

Introduced on: December 2, 2014  
Adopted on: December 5, 2014

Official Resolution # B20140957  
514 - Fairfield Road BCF\_Award\_2014\_12\_02.doc

**REPAIRS OF  
FAIRFIELD ROAD BRIDGE OVER SINGAC BROOK  
STRUCTURE NO. 1600-514  
TOWNSHIP OF WAYNE, COUNTY OF PASSAIC  
NEW JERSEY**

**TECHNICAL AND COST PROPOSAL**



Delivered to:  
**Passaic County Engineer's Office**

Submitted by:

**KC Engineering and Land Surveying, P. C.  
12 Rosewood Lane  
Denville, NJ 07834-3801**

Submitted Date:  
November 21, 2014

Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140957





November 21, 2014

Mr. Steven J. Edmond, P.E.  
County Engineer  
Passaic County Administration Building  
401 Grand Street, 5<sup>th</sup> Floor, Room 524  
Paterson, NJ 07505

Re: Repairs of Fairfield Road Bridge over Singac Brook  
Structure No. 1600-514, Township of Wayne, Passaic County

Dear Mr. Edmond:

K C Engineering and Land Surveying, P.C. is pleased to submit to you three (3) original copies of the Technical and Cost Proposal for the above referenced project.

The lump sum amount for the project is \$ 135,579.00

Sincerely,

A handwritten signature in black ink, appearing to read 'Rajashekar R. Ravilla'.

Rajashekar R. Ravilla, PE

Principal-In-Charge

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**REPAIRS OF**  
**FAIRFIELD ROAD BRIDGE OVER SINGAC BROOK**  
**STRUCTURE NO. 1600-514**  
**TOWNSHIP OF WAYNE, COUNTY OF PASSAIC**

**OUTLINE OF SCOPE OF SERVICES**

The project consists of full Consulting Engineering services, including labor, equipment, and every other item of expense necessary to inspect the existing structure, design, and prepare the final construction plans and specifications for the repairs of the Fairfield Road (County Route 679) Bridge (Structure No. 1600-514) over the Singac Brook in Wayne Township. The length of the project shall consist of the bridge and approaches to the bridge. The approach roadway to the bridge shall be improved for a least 50 feet. KCE will visit the project site and become familiar with the project before submitting the proposal.

**PROJECT DESCRIPTION**

**Existing**

The Fairfield Road (County Route 679) Bridge (Structure No. 1600-514) over the Singac Brook in Wayne Township was built circa 1964. The bridge is comprised of three spans. The main span consists of simply supported steel stringers with a composite deck supported on piles and a pile caps. The main span length is approximately 55'. The side spans consist of reinforced concrete T-beam approach spans. The side spans are approximately 22'6" each. The out to out width of the structure is 51'8"; while the rail to rail width is approximately 32'. The bridge currently carries two lanes of traffic (one in each direction). The bridge requires to be repaired.

**Proposed**

The County anticipates repairing the existing bridge. The repairs include, but not limited to, repairing the steel stringers, diaphragms, deck repair, joint repair/replacement, milling/paving the deck and approaches, new guiderail/parapets, new sidewalk on upstream (east) side, and restriping.

**A. Structural Inspection**

1. A field investigation will be conducted at the beginning of the Project to ascertain the existing conditions of the structures. The field Team Leader for the inspection will be a New Jersey Licensed Professional Engineer. The in-depth bridge inspection reports for this structure are available (10<sup>th</sup> Cycle – August 31, 2011 and Priority 1 Repair Letter, dated November 5, 2013). Existing unsigned plans (June 1964) and NJDOT Plans (2004) are available for reference in the County Engineer's Office for the Bridge No. 1600-514. KCE is to utilize the available inspection reports and the data

collected from KCE inspection to determine the limits and types of repairs required.

2. KCE will take and label photographs of the entire structure and project limits to establish a photographic record of the project area during the design phases of the project. KCE will submit a hard copy and two CDs of those photographs (with a labeling system).

**B. Field Survey**

1. The Team Leader for the field survey work will be a New Jersey Licensed Professional Land Surveyor. The fieldwork will include a ground survey in sufficient scope to accomplish this project. KCE is required to arrange and provide any necessary traffic control (including, but not limited to, signage, traffic director – flaggers, and police traffic control), which will be in accordance with the MUTCD and County and Municipal Police. All costs associated with traffic control, including police traffic control will be included in KCE's cost proposal. KCE is to notify, in writing, all property owners if field work requires access to private property.
2. Provide for all and any survey work as may be required. Survey traverse and level runs will originate and terminate on Control Monuments and Bench Marks that have been established by an approved agency.
3. Horizontal control will be tied to the NAD 83 New Jersey Plane Coordinate System.
4. Vertical control will be tied to North American Vertical Datum – NAVD 1988. NJDEP permit drawings may require to be converted to the National Geodetic Vertical Datum (NGVD) and/or provide the conversion equation between the two vertical datums.
5. Establish control points as necessary to reference the project baseline.
6. Topography will be 1 foot contour intervals.
7. Establishment of Project/Bridge Center Line (CL). Project CL will be ROW CL, when possible. Project CL will be Bridge CL. Project CL will be tied to ROW through station/offsets.
8. Base mapping will be prepared to depict existing site conditions, limits of work, and means of access. Field survey will be performed detailing planimetric features and right-of-way pertinent to the preparation of base mapping and right-of-way plans for the proposed project.
9. KCE will perform a survey of existing features, including existing roadway elements, utility poles, drainage structures, guide rail, fences, signs, and

limits of wooded areas. Individual trees and specimen shrubs are to be located within easement and taking parcel areas.

10. Station and offset from centerline to existing drainage structures will be shown on the plan. Type of structure, type of casting, size and types of pipes entering the structure, and inverts on accessible pipes will be recovered by field survey.
11. Roadway cross-sections will be taken at 50' intervals at a width suitable for design. Cross sections will be provided at a minimum of 100' north and 100' south of bridge, and 25' from the edge of existing pavement on each side. Additional cross section will be taken at 25' intervals adjacent to each side of the bridge within 100 feet of the bridge. A separate cross section is to be taken at each driveway. Roadway cross sections will be taken at 50' intervals along the side streets.
12. Driveway profiles are to be taken from the centerline extending 50' up the driveway. Spot grades are to be taken to establish the centerline profile of the driveways.
13. The project baseline is to be established in the field by placement of PKs at every 50 feet along the existing roadway. Ties are to be established at the beginning and ending station, and PI of each curve. The project baseline is to be established along the physical centerline alignment or at the centerline of the right-of-way after positions are ascertained.
14. The existing bridge is to be detailed and measured as required for development of repair and construction plan purposes.
15. The existing water opening at bridge will be measured for plan purposes.
16. In performing the survey work, horizontal and vertical baseline control points will be established in the field for Contractor's reference during construction. One permanent benchmark will be established on each side of each bridge.

### C. Utility Engineering

1. Determine the location (horizontal and vertical) of all utility facilities within the project limits. Utility mark-outs will be made through coordination with the individual utility companies. Utility locations, as field markup by the utility companies, are to be recovered by survey and shown on the plans.
2. KCE will contact the utility companies that may be affected by the construction to verify current facilities at the project site. Prepare utility

verification plan and conflict identification plan for each utility and send to the utility owners.

3. The County requires KCE to coordinate and attend at least one (1) utility meetings with all involved utility companies prior to finalizing the project. If available, the County will attend the field meeting. KCE will coordinate with utility to determine any potential issues and if temporary relocation(s) is required. KCE will prepare and submit meeting minutes of the field meeting(s) to all utilities and the County.
4. KCE will notify each utility in writing when the Contract Plans are finalized.
5. All copies of correspondence between KCE and each utility will be submitted to the County Engineer in a timely manner.
6. KCE will contact NJ Transit to determine if any NJ Transit bus lines would be affected by the project.
7. Test pits are not anticipated to be performed during the design phase of this project.

**D. Geotechnical Engineering**

1. A geotechnical investigation (borings) is not anticipated for this project.

**E. Right-of-Way**

1. Existing right-of-way and property lines are to be determined through deed and map research and field surveys of existing evidence. Front property corners will be located along the adjacent roadways extending 100 feet beyond the beginning and end of the project.
2. It is anticipated that no additional permanent ROW and/or Easements (temporary and/or permanent) will be required for this project.
3. KCE will determine if any temporary easements will be required for this project.

**F. Permits**

1. Obtain the necessary design and construction approvals (if any) for all agencies having jurisdiction, i.e. NJDEP, Soil Erosion and Sediment Control, Stormwater Management etc. under design phase.

**G. Cost Estimate**

1. Prepare an Engineer's Estimate of Construction Cost Estimate upon the completion of each phase. Two sets of the calculations used to derive the Estimate of Quantities will be submitted to the County with the final plans.
2. Two (2) sets of properly signed and sealed Engineer's Estimate will be furnished to the County Engineer. Additionally, two (2) sets and a digital MS-Excel copy of the Engineer's Estimate will be furnished to the County Engineer for County review prior to submittal of final documents.

**H. Construction Contract Documents**

1. A start-up meeting will be scheduled with the engineering staff of Passaic County to review and discuss the scope of work. Progress meetings will be held with the County for project status updates and discussion of issues to be expedited. A minimum of two (2) progress meetings is anticipated. KCE is to prepare the meeting(s) minutes.
2. Based on KCE field investigation and available reports/plans, KCE will evaluate all recommendations for repairs and rehabilitation. KCE will present the various repairs/rehabilitation options to the County for discussions. The repairs include, but not limited to, the steel stringers, diaphragms, deck repair, joint repair/replacement, milling/paving the deck and approaches, new guiderail/parapets, new sidewalk (east side) and restriping.
3. KCE will prepare the typical deck repair details and provide an estimated quantity for contract plans. The majority of the deck has an asphalt overlay. Therefore, during construction, KCE will be onsite after the milling is completed (each stage). KCE will field delineate the types and areas of the various repair details.
4. The County desires to have one sidewalk across the bridge. The existing guiderail on the east side of the bridge is anticipated to be removed. KCE is to examine various different new widths of sidewalk and shoulder, and the layout of the guiderail/parapet (especially at the side street intersection).
5. KCE is to determine if the guiderail on the west side of the bridge meets current standards. If not, KCE is to prepare the appropriate design details.
6. The existing substructures are anticipated to remain. KCE is to determine if any substructure repairs are necessary. If so, KCE is to prepare the necessary details.

7. It is anticipated that the proposed project will require the work to be performed in stages. The bridge crossing is not to be closed to vehicle traffic (i.e. no detour). All proposed elements to be compliant with MUTCD and NJDOT guidelines for maintenance and protection of traffic. KCE is to prepare staging plans.
8. KCE will provide a separate striping plan. All proposed elements will be compliant with MUTCD and NJDOT guidelines for Traffic Control. Proposed striping shown in bold, labeled with lane dimensions, taper lengths, and stripe width and color. Proposed signs shown in bold, labeled with MUTCD designation and offsets from plan elements.
9. Traffic counts at the bridge.  
*(\* Traffic Count at the bridge is not anticipated for this project).*
10. Coordinate with NJDOT in reference to guiderail and paving limits.
11. Prepare final plans and specifications based upon the design criteria.
12. Upon obtaining all necessary construction permits (if any), the bridge repair design will commence and will result in completed construction documents. Submission of the documents will be made at the 30% (concept), 60%, 90%, and 100% levels of completion for review and comments by the County. KCE is to provide two full size set hard copies and one PDF copy of each submission document, per submission. Plans, supplemental specifications and design calculations will be submitted for review and comment prior to final submission. After incorporating the review comments in the plans, final submissions will be made.
13. Final Structure Design Plans:
  - a. All plans will be prepared on 24 x 36 drafting film. Two (2) sets of properly signed and sealed final plan sets along with one (1) set of mylars, archival quality mylar and ink plans, will be furnished to the County Engineer.
  - b. Two (2) CD ROM discs of all final documents in both PDF/A and native file formats, including CADD drawing files compatible with MicroStation SE or AutoCAD 2000 (KCE will also supply appropriate drawing pen tables and fonts), Supplemental Technical Specifications, Estimate of Quantities, and Engineer's Estimate will be furnished to the County Engineer. Additionally, KCE will provide electronic coordinate point files for the project. This file will include Point Number, N, E. Elevation, Description for all ROW/Easement points, Project CL points, Traverse Points, Base Points, Bridge Working points, and all other related project points required for layout.



## 14. Estimate of Quantities and Supplemental Technical Specifications:

- a. Final Estimate of Quantities will be included on the Plans as well as in the Bid Proposal. Two (2) sets of all calculations used to derive the Estimate of Quantities will be presented to the County Engineer.
- b. Two (2) sets and a digital MS-Excel copy of the Engineer's Estimate will be furnished to the County Engineer for County review at the 90% and 100% progress level submissions prior to submittal of final documents. For the final documents, two (2) sets of properly signed and sealed Engineer's Estimates will be furnished to the County Engineer.
- c. KCE will include Supplemental Technical Specifications to the NJDOT Standard Specifications for Road and Bridge Construction (2007 Edition with amendments and modifications) and the County's Standard Specifications for the bridge project. Two (2) copies of the Specifications will be furnished to the County Engineer for County review at the 90% and 100% progress level submissions prior to submittal of final documents. Two (2) sets of properly signed and sealed Technical Specifications will be furnished to the County Engineer.

## 15. Project Design Reports:

- a. Prepare and provide to the County an Engineering Report containing all structural calculations of the proposed work.
- b. Prepare and provide to the County a Design Exception Report, if required. KCE is to notify the County in writing by the 60% design level if the project will require any design exception.
- c. Prepare and provide to the County an Engineer's Certification and QA/QC Certification.

**I. Bidding Process & Award of Contract**

Assist the County during bidding phase, review of bids, make a recommendation of an award, and award of contract.

**J. Construction Consultation and Inspection Services**

1. KCE will attend the pre-construction meeting, and prepare meeting minutes of construction meeting.
2. KCE will include the cost of review and approval of all shop drawings and working drawings, as received from the contractor or their representatives, after the award of construction contracts.

3. Provide consultation and periodic inspection services (approximate 4 site visits) during the construction phase as required by the County Engineer.
4. In addition to the 4 site visits, KCE is to be onsite after the asphalt on the bridge deck is milled (each stage). KCE is to sound the concrete deck and determine the areas of repairs and the type of repair.
5. KCE will perform a final inspection of the structure at the completion of the contractor's work and file a report with the County Engineer.

### Design Criteria

All work performed on this structure will conform to the following standards and specifications.

1. Standard Specifications for Highway Bridges – AASHTO, latest edition.
2. Standard Specification for Roadways – AASHTO, latest edition.
3. N.J.D.O.T. Design Manual Bridges and Structures, latest edition.
4. N.J.D.O.T. Design Manual Roadways, latest edition.
5. N.J.D.O.T. Standard Specifications for Road and Bridge Construction.
6. Any and all standards of any Agency having jurisdiction on this project.
7. Plans will be prepared in accordance with standard engineering practices and will include:
  - a. Title Sheet, Key Map, Index of Sheets, etc.
  - b. Estimate of Quantities
  - c. Typical Sections
  - d. Construction Plans
  - e. Profiles (existing as-built profile with elevations and proposed profile elevations)
  - f. Tie, Horizontal, and Vertical Control Sheet
  - g. Maintenance and Protection of Traffic
  - h. Construction Details
  - i. Structural & Repair Plans and Details
8. Preparation of Supplemental Specifications that modify standard items or are additional non-standard items, will conform and follow the format (including paragraph numbering) as in the NJDOT Standard Specifications for Road and Bridge Construction, 2007 edition as amended.

**DRAWINGS SPECIFICATIONS AND REPORTS**

KCE will provide and pay for all copies of Plans, Specifications, and Reports used for reviews and approvals.

Passaic County will be responsible for only the reproduction costs required for bidding process and award of contract. KCE will furnish to the County, one (1) complete set of reproducible plans (mylars) and Specifications.

The following will be included with Final Plan submission:

1. Two sets of the Design and Quantity Calculations
2. Two copies of the Engineer's Estimated Cost
3. CADD disk with all project drawings and photographs

**Additional/Extra Work**

If during any part of the Project, it becomes apparent that additional work by KCE is needed, the following procedures shall apply:

1. KCE must notify the County Engineer in writing, as soon as it is evident that additional or extra work may be necessary.
2. KCE must submit a proposal to the County Engineer for all additional/extra work and that no work shall be done until Contract Modifications are executed.
3. The County will only reimburse for work that has been specifically authorized by Agreement(s) or Contract Modifications.
4. KCE will not be paid for any work which exceeds the Contract ceilings as set forth in Agreement(s) or Contract Modifications.

**PROJECT TIME**

1. Written Proposal Due October 30, 2014
2. Award of Contract: 1 Month
3. KCE Starts Design Work: 20 Days
4. All work under this proposal will be completed within 150 calendar days with the exclusion of the NJDEP and County review time.
5. It is the County's intention to start construction in 2015 (may vary based upon the discretion of the County Engineer).

**METHOD OF PAYMENT**

KCE will be paid on a proportion of his lump sum fee upon completion and approval by the County, of the following phases. Interim partial payments to the maximum of 50% of a phase can be requested every 30 days.

<b>Phase I- 3 Months</b> (Field survey, investigation of the condition of existing structures, utilities, preliminary repairs types along with the preliminary cost estimate)	(40%)	(40%)
<b>Phase II – 2 Months</b> (Final Design Plans, Specifications, Cost Estimate)	(84%)	(44%)
Bidding Phase Assistance	(85%)	(1%)
<b>Phase III – Construction Phase</b> (Clarification during bidding phase, Shop Drawings, Preconstruction Meeting, Field Visits, and Final Inspection)	(100%)	(15%)

In addition to the services and fees required above, KCE will provide separate fees for the following If and Where Directed items:

1. None

All permit filing fees and costs in connection with this project will be reimbursed to KCE upon submission of a voucher for payment, supported by the attachment of a cancelled check. County reimburses all permit review fees as out of contract, out of pocket expenses.

All costs for mileage, printing, postage, phone, etc. is to be included in KCE lump sum fee and will not be separately reimbursed.

Prior to submitting a Proposal, KCE will visit the site of the project to make a personal inspection in order to ascertain the extent of the Scope of Services required. For the duration of the project, KCE may be required to attend meeting with the County, Township of Wayne, or other affected agencies. All costs arising from these meetings will be included in the Lump Sum Cost Proposal.

Prior to executing a contract with the County, KCE will provide the County with a copy of Errors and Omissions, Professional Liability Insurance and/or Professional Malpractice Insurance sufficient to protect KCE from any liability arising out of professional obligations performed pursuant to the requirements of the Contract. This insurance shall be in the amount of \$1,000,000 and in such policy form as shall be approved by the County and shall be in effect for the

duration of the design and construction of the project.

**FEE PROPOSAL**

KCE proposes to perform all the engineering services outlined in the Scope of Services for a lump sum fee of \$ 135,579.00

# APPENDIX A

## Manhour Breakdown

**COST PROPOSAL FOR DESIGN SERVICES**

Project: Repairs of Fairfield Road Bridge over Singac Brook, Structure No. 1600-514  
Township of Wayne, County of Passaic

Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140957

Task	Description	Firm P-I-C	Project Mgr	Sr. Struct Eng	Struct Eng	Sr. Hydraul. Eng	Sr. Envir. Eng	St. Civil Eng	Civil Eng	CADD Tech	Survey Mgr	Party Chief	Inst Person	Total
<b>STRUCTURAL INSPECTION</b>														
1	Field investigation		12	16	16									44
2	Establish photographic record		4							12				16
	<b>SUBTOTAL</b>	0	16	16	16	0	0	0	0	12	0	0	0	60
<b>FIELD SURVEY</b>														
1	Field work / document search									6	6	32	32	60
2	Base map and cross sections									48	32			80
	<b>SUBTOTAL</b>	0	0	0	0	0	0	0	0	56	40	32	32	160
<b>UTILITY ENGINEERING</b>														
1	Utility verification/conflict identification plan		4					4	4	20				28
2	Utility meeting and meeting minutes		4											8
3	Contact NJ Transit for traffic impact								4					4
	<b>SUBTOTAL</b>	0	8	0	0	0	0	4	8	20	0	0	0	40
<b>GEOTECHNICAL ENGINEERING</b>														
1	Collect and review existing geotechnical data													0
2	Soil boring location plan													0
3	Monitor soil boring operation													0
4	Soil investigation report													0
	<b>SUBTOTAL</b>	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>RIGHT-OF-WAY</b>														
1	Determine affected parcels and prepare ROW and or Easement and description		4					4						8
2	Prepare alignment map and general property parcel maps		0					0						0
	<b>SUBTOTAL</b>	0	4	0	0	0	0	4	0	0	0	0	0	8

**BEST PROPOSAL FOR DESIGN SERVICES**

Project: Repairs of Fairfield Road Bridge over Singac Brook, Structure No. 1600-514  
Township of Wayne, County of Passaic

Introduced on December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140957

Task	Description	Firm P-I-C	Project Mgr	Sr. Struct Eng	Struct Eng	Sr. Hydraul. Eng	Sr. Envr. Eng	Sr. Civil Eng	Civil Eng	CADD Tech	Survey Mgr	Party Chief	Inst Person	Total
	<b>PERMITS</b>													
1	NUDEP													0
2	Flood Hazard Area Indiv. Permit													0
3	Freshwater Wetlands Statewide General Permit Application													0
4	Wetlands Delineation & Report (see Direct Expense page A-5)													0
5	Water Quality Certificate													0
6	Soil Conservation District Permit Application													0
	<b>SUBTOTAL</b>	0	0	0	0	0	0	0	0	0	0	0	0	0
	<b>COST ESTIMATE</b>													
1	Engineer's estimate		2	0	24				12					36
	<b>SUBTOTAL</b>		2	0	24	0	0	0	12	0	0	0	0	36
	<b>CONSTRUCTION CONTRACT DOCUMENT</b>													
1	Title Sheet/Key Map/Index of Sheets		2					4	4	8				14
2	Estimate of Quantities		4		18			12	12	12				44
3	Typical Sections		4		8			8	8	16				36
4	Construction Plans		4	4	0			16	16	30				60
5	Profiles		2					8	8	16				26
6	Tie, Horizontal and Vertical Control Sheet		4					12	12	16				32
7	Maint. and Protection of Traffic (2 stages)		6					28	28	30				64
8	Striping Plan		2					10	10	12				30
9	Construction Details		4		12			12	12	12				40
10	Typical Deck Repair Details		4	16						20				40
11	Deck Joint Repair / Replacement Details		6	30						26				62
12	New Gutterail / Parapet Details		8	32						24				64
13	Stringers and/or Bearing Repairs Details		4	30	24					30				88
14	Diaphragms Repairs Details		4	30	16					30				80
15	New Sidewalk Plan & Sections		2	20						26				50
16	Steel members Cleaning & Painting Details		2	16						32				50
17	Supplemental Specifications Traffic Counts and Study		6		26			20	20					52
18	(see Direct Expense page A-5)													
	<b>SUBTOTAL</b>	0	68	142	144	0	0	0	136	344	0	0	0	834



**COST PROPOSAL FOR DESIGN SERVICES**

Project: Repairs of Fairfield Road Bridge over Singac Brook, Structure No. 1600-514  
Township of Wayne, County of Passaic

Task	Description	Firm P-I-C	Project Mgr	Sr. Struct Eng	Struct Eng	Sr. Hydraul. Eng	Sr. Envr. Eng	Sr. Civil Eng	Civil Eng	CADD Tech	Survey Mgr	Party Chief	Inet Person	Total
1	BIDDING PROCESS/AWARD CONTRACT		2	6										6
	Review of bids and make recommendation		2	6										6
	<b>SUBTOTAL</b>	0												
	<b>CONSTR. CONSULTATION / INSPECTION</b>													
1	Pre-construction meeting		4		6									10
2	Periodic field inspection & deck sounding		20	16										52
3	Review/check shop & working drawings		4	40	40									84
	<b>SUBTOTAL</b>	0	28	58	82	0	0	0	0	0	0	0	0	146
	<b>TOTAL TASK HOURS</b>	0	128	220	246	0	0	8	156	432	40	32	32	1294
	Average Salary Rate	\$ 86.00	\$ 62.53	\$ 52.81	\$ 33.65	\$ 52.81	\$ 42.02	\$ 52.91	\$ 33.65	\$ 29.00	\$ 42.10	\$ 27.00	\$ 22.00	
	DTL	\$0.00	\$8,093.84	\$11,040.20	\$8,277.80	\$0.00	\$0.00	\$423.28	\$5,249.40	\$12,530.00	\$1,884.00	\$864.00	\$704.00	\$49,374.62
	Overhead (147%)													\$72,560.69
	Fixed Fee (8%)													\$8,755.42
	<b>DIRECT EXPENSES</b>													\$ 3,887.00
	(see page A-5 for details)													
	<b>GRAND TOTALS</b>													\$135,579

Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140957

**COST PROPOSAL FOR DESIGN SERVICES**

Project: Repairs of Fairfield Road Bridge over Singac Brook, Structure No. 1808-514  
Township of Wayne, County of Passaic

Task	Description	Firm P-I-C	Project Mgr.	Sr. Struct Eng	Struct Eng	Sr. Hydraul. Eng	Sr. Envir. Eng	Sr. Civil Eng	Civil Eng	CADD Tech	Survey Mgr.	Party Chief	Inat Person	Total
A.	STRUCTURAL INSPECTION	0	16	16	0	0	0	0	0	12	0	0	0	60
B.	FIELD SURVEY	0	0	0	0	0	0	0	0	58	40	32	32	160
C.	UTILITY ENGINEERING	0	8	0	0	0	0	4	6	20	0	0	0	40
D.	GEOTECHNICAL ENGINEERING	0	0	0	0	0	0	0	0	0	0	0	0	0
E.	RIGHT-OF-WAY	0	4	0	0	0	0	4	0	0	0	0	0	8
F.	PERMITS	0	0	0	0	0	0	0	0	0	0	0	0	0
G.	COST ESTIMATE	0	2	0	24	0	0	0	12	0	0	0	0	38
H.	CONSTRUCTION CONTRACT DOCUMENT	0	68	142	144	0	0	0	136	344	0	0	0	834
I.	BIDDING PROCESS/AWARD CONTRACT	0	2	6	0	0	0	0	0	0	0	0	0	8
J.	CONSTRUCTION CONSULTATION	0	28	58	62	0	0	0	0	0	0	0	0	148
	<b>GRAND TOTALS</b>	0	<b>128</b>	<b>220</b>	<b>246</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>158</b>	<b>432</b>	<b>40</b>	<b>32</b>	<b>32</b>	<b>1284</b>

Introduced on: December 8, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140957

**COST PROPOSAL FOR DESIGN SERVICES  
DIRECT NON-SALARY EXPENSES**

Project: Repairs of Fairfield Road Bridge over Singac Brook, Structure No. 1600-514  
Township of Wayne, County of Passaic

<b>i.</b>	<b>Reproduction:</b>																				
	Permit plans 0 sets x 30 plans x \$4.50																				\$ -
	Copies of permit reports 0 x \$0.40																				\$ -
	<b>Subtotal</b>																				\$ -
<b>ii.</b>	<b>Transportation:</b>																				
	Mileage = 20 trips x 60 miles x 0.56 (IRS allowed rate)																				\$ 672.00
	Tolls																				\$ 75.00
	<b>Subtotal</b>																				\$ 747.00
<b>iii.</b>	<b>Printing:</b>																				
	CADD/Mylar plotting 40 plans x \$25																				\$ 1,000.00
	30%, 60%, 90% plans (blueprints) 9 sets x 40 plans x \$4.50																				\$ 1,620.00
	Final plans (blueprints) 3 sets x 40 plans x \$4.50																				\$ 500.00
	Bidding documents by County																				\$ -
	<b>Subtotal</b>																				\$ 3,120.00
<b>v.</b>	<b>Wetlands:</b>																				
	Wetlands delineation and report																				\$ -
<b>vi.</b>	<b>Traffic Counts:</b>																				
	ATF counts, accident analysis and study																				\$ -
	<b>GRAND TOTAL</b>																				\$ 3,867.00

**COST PROPOSAL FOR DESIGN SERVICES  
HOURLY RATES AND COST CONTROL**

Project: Repairs of Fairfield Road Bridge over Singac Brook, Structure No. 1600-514  
Township of Wayne, County of Passaic

JOB TITLE	ASCE GRADE	HOURS	RATE (\$)	DIRECT LABOR (\$)
1. Firm Principal in Charge	A-IX	0	\$ 85.00	\$ -
2. Project Manager	A-VI	128	\$ 62.53	\$ 8,003.84
3. Senior Structural Engineer	A-V	220	\$ 52.91	\$ 11,640.20
4. Structural Engineer	A-III	246	\$ 33.65	\$ 8,277.90
5. Senior Hydraulic Engineer	A-V	0	\$ 52.91	\$ -
6. Senior Environmental Engineer	A-VI	0	\$ 42.02	\$ -
7. Senior Civil Engineer.	A-V	8	\$ 52.91	\$ 423.28
8. Civil Engineer.	A-III	156	\$ 33.65	\$ 5,249.40
9. CADD Technician	N-II	432	\$ 29.00	\$ 12,528.00
10. Survey Manager	N-IV	40	\$ 42.10	\$ 1,684.00
11. Party Chief	N-III	32	\$ 27.00	\$ 864.00
12. Instrument Person	N-II	32	\$ 22.00	\$ 704.00
DTL		1294		\$ 49,374.62
Overhead (147%)				\$ 72,560.69
Fixed Fee (8%)				\$ 9,756.42
<b>TOTAL</b>				<b>\$ 131,711.74</b>
DIRECT NON-SALARY COST (INCL. REPRODUCTION, MILEAGE, PRINTING, WETLANDS, ETC.)				\$ 3,867.00
<b>GRAND TOTAL</b>				<b>\$ 135,579</b>

A-6

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION FOR CHANGE ORDER #11 FOR KAPPA CONSTRUCTION CO. AS IT PERTAINS TO THE PASSAIC COUNTY JAIL HVAC UPGRADES PHASE 2, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works

COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20140958</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-26						
CAF #	C-04-55-991-007-901						
Purchase Req. #	PO #12-08325						
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION FOR CHANGE ORDER #11 FOR KAPPA  
CONSTRUCTION CO. AS IT PERTAINS TO THE PASSAIC  
COUNTY JAIL HVAC UPGRADES PHASE 2**

**WHEREAS** a contract was awarded to Kappa Construction Co. for the project known as the Passaic County Jail HVAC Upgrades Phase 2 in the City of Paterson, NJ; and

**WHEREAS** it is now necessary that a change order be made which addresses numerous unforeseen conditions that need to be corrected to keep the Project on schedule for completion, as evidenced in attached letter dated December 3, 2014; and

**WHEREAS** this matter was discussed and reviewed by the Freeholder Committee for Public Works and Buildings & Grounds at a meeting on December 1, 2014 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. 11 in connection with the above-mentioned project and recommended for approval by the Office of the Passaic County Engineer by letter dated December 3, 2014 and attached hereto, be and the same is hereby approved:

CHANGE ORDER NO. 11

1. DESCRIPTION AND VALUE OF CHANGE

See December 3, 2014 letter attached hereto

Addition	\$ 11,953.00
----------	--------------

REASON FOR CHANGE

See December 3, 2014 letter attached hereto

2. STATEMENT OF CONTRACT AMOUNT

Original Contract Amount		\$ 5,510,000.00
Previous Additions		\$ 250,254.05
Total		\$ 5,760,254.05
Previous Deductions		\$ 22,500.00
Net Prior to This Change		\$ 5,737,754.05
Amount of This Change	Add	\$ 11,953.00
Contract Amount to Date		\$ 5,749,707.05

December 9, 2014

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$11,953.00

APPROPRIATION: C-04-55-991-007-901

PURPOSE: To approve Change Order #11 to contract with Kappa Construction Company as it pertains to the Passaic County Jail HVAC Upgrades Phase II.

  
Michael Katz, County Treasurer

DATED: December 9, 2014





# 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

December 3, 2014

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

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

Re: County Of Passaic  
PC Jail HVAC Upgrades Phase 2  
Change Order #11 – Kappa Construction.

Members of the Board:

This Office is in receipt of Change Order #11 in the amount of \$11,953.00 addition to the above referenced project.

This Change Order addresses numerous unforeseen conditions that need to be corrected to keep the project on schedule for completion.

This Change Order was reviewed and discussed at the Public Works Committee meeting of December 1, 2014 and recommended for approval to the full Board.

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution approving said Change Order #11 in the amount of \$11,953.00 subject to the availability of funds.

Very truly yours,

Steven J. Edmond, P.E.  
County Engineer

/AET  
Attachment

cc: County Administrator  
County Counsel  
Director of Finance  
PWC Chair

DEPARTMENT OF PUBLIC WORKS CHANGE ORDER No.  
 ENGINEERING DIVISION PROJECT No.  
 401 GRAND STREET  
 PATERSON, NEW JERSEY 07505

DATE: September 29, 2014

11(Add)

PROJECT TITLE: PC JAIL HVAC UPGRADES PHASE 2  
 LOCATION: Paterson, NJ  
 DATE OF CONTRACT: June 26, 2012  
 OWNER: PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS  
 CONTRACTOR: Kappa Construction Co. 3 Matilda Drive Ocean NJ 07712

It is hereby mutually agreed that when this Change Order has been signed by the contracting parties the following described changes in work required by the contract shall be executed by the Contractor without changing the terms of the contract except as herein stipulated and agreed:

1. DESCRIPTION AND VALUE OF CHANGE

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>PRICE</u>	<u>AMOUNT</u>
<b>Additions</b>					
3	Replacement of the actuator only, and includes the removal of the existing cage guard, motor, base, blade and actuator and installation of a new actuator and re-installation of the existing motor, base, blade and cage. (Proposal #35)	1.00	1	\$ 1,670.00	\$ 1,670.00
5	For the work associated with the cleaning of the spaces between the cells that is used as a return air plenum, the plenum between the cells of the Fourth Floor Main St. Wing.. The existing conditions within these spaces is such that debris and dust have collected and are in need of cleaning to prevent contamination of the new ductwork. (Proposal #41)	1.00	1	\$ 1,944.00	\$ 1,944.00
6	This work is to unclog the holes and refurbish the return air grill for work associated with the Fourth Floor Main St. Wing. The existing return air grills have been painted and repainted through the years to the point where the holes have clogged up completely. This is needed to properly balance the new HVAC system.	1.00	1	\$ 7,824.00	\$ 7,824.00
<b>Sub-Total</b>					<b>\$ 11,438.00</b>

**Supplementals**

<b>Total Supplemental</b>					
	Payroll Burden (C.O.R. #35)	27%		\$	114.00
	Overhead (C.O.R. #35)	10%		\$	178.00
Introduced on: <u>December 9, 2014</u> Adopted on: <u>December 9, 2014</u> Official Resolution#: <u>R20140958</u>					

DEPARTMENT OF PUBLIC WORKS CHANGE ORDER No.  
 ENGINEERING DIVISION PROJECT No.  
 401 GRAND STREET  
 PATERSON, NEW JERSEY 07505

11(Add)

DATE: September 29, 2014

PROJECT TITLE: PC JAIL HVAC UPGRADES PHASE 2  
 LOCATION: Paterson, NJ  
 DATE OF CONTRACT: June 26, 2012  
 OWNER: PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS  
 CONTRACTOR: Kappa Construction Co. 3 Matilda Drive Ocean NJ 07712

Profit (C.O.R. #35)	10%	\$	196.00
Bond (C.O.R. #35)	1.25%	\$	27.00
<b>Total Additions</b>		<b>\$</b>	<b>11,953.00</b>

1. DESCRIPTION AND VALUE OF CHANGE (Con't)

Add to THE AMOUNT OF CONTRACT.....	\$	11,953.00
CURRENT DATE FOR COMPLETION.....		January 18, 2015
ADD TO - THE PRESENT CONTRACT TIME.....	0	Calendar Days
NEW DATE FOR COMPLETION IS.....		January 18, 2015

2. REASON FOR CHANGE

Item 1

For unforeseen conditions that need to be corrected to keep the project on schedule for completion

DEPARTMENT OF PUBLIC WORKS CHANGE ORDER No.  
ENGINEERING DIVISION PROJECT No.  
401 GRAND STREET  
PATERSON, NEW JERSEY 07505

11(Add)

DATE: September 29, 2014

PROJECT TITLE: PC JAIL HVAC UPGRADES PHASE 2  
LOCATION: Paterson, NJ  
DATE OF CONTRACT: June 26, 2012  
OWNER: PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS  
CONTRACTOR: Kappa Construction Co. 3 Matilda Drive Ocean NJ 07712

3. STATEMENT OF CONTRACT AMOUNT

ORIGINAL CONTRACT AMOUNT.....	\$	5,510,000.00
PREVIOUS ADDITIONS.....	\$	250,254.05
TOTAL.....	\$	5,760,254.05
PREVIOUS DEDUCTIONS.....	\$	22,500.00
NET PRIOR TO THIS CHANGE.....	\$	5,737,754.05
AMOUNT OF THIS CHANGE.....ADD.....	\$	11,953.00
CONTRACT AMOUNT TO DATE.....	\$	5,749,707.05

CONTRACTOR'S PROPOSAL FOR THE ABOVE DESCRIBED CHANGES:

I/We hereby agree to the modifications of the contract as described above and agree to furnish all materials, equipment, and labor to perform all work in connection therewith in accordance with the requirements for similar work in the existing contract except as otherwise stipulated therein for the above consideration.

I/We hereby release the County of Passaic, the Board of Chosen Freeholders, their agents, officers and employees from any claims and liability of whatsoever nature for anything done or furnished or in any manner growing out of the performance of the work.

CONTRACTOR Kappa Construction Corp.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

You are hereby authorized to supply all labor, equipment, and material for the above change as provided under the terms of your contract; all to be in accordance with the plans and specifications and modifications thereof. Your Contract is increased or decreased by the amount given above which is agreed upon.

Reviewed By and Prepared By: \_\_\_\_\_ Date \_\_\_\_\_  
(County Architect)

Reviewed By and Recommended  
for Processing By: \_\_\_\_\_ Date \_\_\_\_\_  
(Consulting Engineer)

Recommend for Approval By: \_\_\_\_\_ Date \_\_\_\_\_  
(County Engineer)

ACCEPTED BY: BOARD OF CHOSEN FREEHOLDERS OF PASSAIC COUNTY

SIGNATURE \_\_\_\_\_ DATE: \_\_\_\_\_  
Pat Lepore, Freeholder - Director

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING FINAL PAYMENT TO TILCON NEW YORK, INC. FOR THE EAST SHORE ROAD RESURFACING PROJECT IN WEST MILFORD, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Public Works

COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20140959</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-27						
CAF #							
Purchase Req. #							
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING FINAL PAYMENT TO TILCON NEW YORK, INC. FOR THE EAST SHORE ROAD RESURFACING PROJECT IN WEST MILFORD, NEW JERSEY**

**WHEREAS** a contract was awarded to Tilcon New York, Inc. of Wharton, New Jersey for the East Shore Road Resurfacing Project in the Township of West Milford, NJ; and

**WHEREAS** by letter on November 18, 2014 the Office of the County Engineer advised the County Counsel that they recommended approval of the final payment to Tilcon New York, Inc.; and

**WHEREAS** in accordance with the terms of the specifications, the County Counsel's Office has received an Affidavit by the Contractor that liens and subcontractors have been paid, a Maintenance Bond in the amount of \$15,096.24, an Acknowledgment of Surety to the Final Payment, and a payment certificate in the amount of \$6,057.48 and

**WHEREAS** this matter was discussed and reviewed by the Freeholder Public Works and Buildings & Grounds Committee meeting on November 17, 2014 who recommended that it be approved by the entire Board; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that the work performed by Tilcon New York, Inc. for the East Shore Road Resurfacing Project in the Township of West Milford, New Jersey be and the same is hereby accepted and the Director of Finance is hereby authorized to make payment to said company on the next bill list.

December 9, 2014

Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140959



# 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

November 18, 2014

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

Reference: East Shore Road Resurfacing, West Milford  
Morris County Coop  
Acceptance & Final Payment

Members of the Board:

We respectfully request that the Board of Chosen Freeholders ADOPT a RESOLUTION authorizing **Acceptance, Release of Retainage and Final Payment** for East Shore Road Resurfacing.

The construction contract for this project, in the amount of \$321,935.20 was awarded by Resolution R-14-351 on May 13, 2014 to Tilon NY of Wharton, NJ. The contract reached substantial completion by June 10, 2014 and all corrective actions and testing are complete. Change Order 2 will result in a Final Contract amount of \$301,924.64, for a net reduction in the contract of \$20,010.56 (-6.2%).

The final payment for this project will be \$6,057.48

This matter was discussed with the Public Works and Buildings and Grounds Committee at its networked meeting of November 17, 2014.

Very truly yours

Timothy R. Mettlen, P.E.  
Assistant County Engineer

Attachment  
TRM

cc: County Administrator  
County Counsel  
Finance Director  
Chairman, Public Works Committee

Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140959



**PASSAIC COUNTY  
DEPARTMENT OF ENGINEERING  
PAYMENT VOUCHER**

All Bills must be itemized, have the Special Voucher Number, and be presented Promptly to the Department ordering same

November 14, 2014

County of Passaic

To: Tilcon New York, Inc.  
Address: 625 Mt. Hope Rd  
Wharton, NJ 07885

Departmental Approval	
Rec'd & Chk'd by	TRM
Signature	
Title	

Date	Special Voucher #	Quantity	Article	Amount
			<b>East Shore Road Resurfacing – Morris County Coop</b> Furnishing of all Labor, Equipment, and Materials for work performed to 6/10/2014 as per Payment Estimate # 2 (Final)	<b>\$6,057 48</b>

Amount of Bill (In Words): **SIX THOUSAND FIFTY-SEVEN Dollars and FORTY-EIGHT Cents**

**CLAIMANT'S SIGNATURE AND DECLARATION**

I do solemnly declare and certify under penalties of the law that the within bill is correct in all its particulars; that all articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons with his knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

I also certify that all Certified Payroll Certificates and Manning's Reports up to and including the most recent work period have previously been filed with the Office of County Counsel, or are enclosed, with this Payment Estimate Certificate.

[ X ] – If marked to the left by an [X], the Passaic County Engineering Division has confirmed that the Payroll Certificates and Mannings Reports are filed up to date.

Date \_\_\_\_\_ Signature of Claimant \_\_\_\_\_

Official Position \_\_\_\_\_

Voucher Number: \_\_\_\_\_

Account of: \_\_\_\_\_

\$ \_\_\_\_\_

Payee \_\_\_\_\_

**Inspector's Certification**  
I CERTIFY THAT I HAVE INSPECTED THE WORK, QUALITY OF MATERIALS, QUANTITY OF MATERIALS AND EQUIPMENT INVOLVED IN THIS CLAIM FOR PAYMENT BY CONTRACTOR, AND I FURTHER CERTIFY THAT SAID WORK AND MATERIALS HAVE BEEN COMPLETED AND PLACED IN ACCORDANCE WITH ALL PASSAIC COUNTY STANDARDS AND JOB SPECIFICATIONS

Signature of Inspector \_\_\_\_\_

Date \_\_\_\_\_

Address \_\_\_\_\_

**PARTIAL PAYMENT**

Res-Pg:k.27-6



**COUNTY OF PASSAIC**  
401 GRAND STREET - ROOM 439  
PATERSON, NEW JERSEY 07505

**PURCHASE ORDER NUMBER** 14-05321

Tilcon, New York

**CONTRACT NO.** \_\_\_\_\_

**PAYEE** \_\_\_\_\_  
625 Mount Hope Road

**DEPARTMENT** Engineering

**ADDRESS** \_\_\_\_\_  
Wharton, New Jersey 07885

**VENDOR #** 01104

DATE			ACCOUNT NUMBER	CHECK NUMBER	
MONTH	DAY	YR			
11	18	2014	C-04-55-121-001-911		

RESURFACING OF EAST SHORE ROAD, WEST MILFORD - 2014 ROAD RESURFACING

PAYMENT # 2 (Final)

Original Contract Amount	\$321,935.20	
Adjusted Contract Amount	\$301,924.64	
Contract Completed to Date	\$301,924.64	
Less Amounts Previously Paid	-\$295,867.16	
Amount Due this Invoice	\$ 6,057.48	\$6,057.48
Balance of Contract	\$ 0.00	

Tim Mettlen, P.E., Asst. County Engineer

**AMOUNT OF PAYMENT IN WORDS** Six Thousand Fifty Seven Dollars and forty eight cents

**INSTRUCTIONS -- ISSUING DEPARTMENT**

- 1.) Fill out form; attach any necessary invoices.
- 2.) Department head must approve all partial payments.
- 3.) Forward original (white) copy to Finance for payment; this copy (gold) is for your file.
- 4.) After payment appears in the check register, place check number on your file copy and place in your paid file.

**DEPARTMENT CERTIFICATION**

It is hereby certified that the goods or services have been received or rendered, and this voucher is hereby recommended for payment.

Approved by: \_\_\_\_\_

Department: \_\_\_\_\_

VOUCHER COPY

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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)

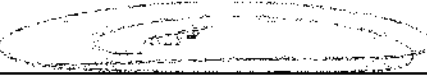
Date: Dec 09, 2014 - 5:30 PM

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

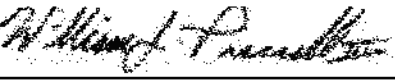
Agenda: RESOLUTION AUTHORIZING PURCHASE OF RADIO EQUIPMENT FOR THE PASSAIC COUNTY SHERIFF'S OFFICE THROUGH MORRIS COUNTY CO-OP, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:  
SHERIFF'S DEPT

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Law and Public Safety  
COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20140960</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-28						
CAF #	4-01-27-157-001-219						
Purchase Req. #	R4-07548						
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING PURCHASE OF RADIO  
EQUIPMENT FOR THE PASSAIC COUNTY SHERIFF'S OFFICE  
THROUGH MORRIS COUNTY CO-OP**

**WHEREAS** the Passaic County Sheriff's Office has requested the acquisition of radio equipment for the agency in the amount of \$10,687.50 from North East Communications, Inc., through Morris County Co-Op Contract #41; and

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

**WHEREAS** the Freeholder Law and Public Safety Committee has considered this matter and recommended this resolution to the full Board for adoption; and

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

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of radio equipment as referenced above and in the attached correspondence in accordance with the terms of the applicable Morris County Co-Op Contract #41; 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: December 9, 2014


CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$10,687.50

APPROPRIATION: 4-01-25-157-001-219

PURPOSE: To authorize the purchase of Radio Equipment from Northeast Communications, Inc. for the Passaic County Sheriff's Office.

  
Michael Katz, County Treasurer

DATED: December 9, 2014

**COUNTY OF PASSAIC**  
 CO OF PASSAIC, SHERIFF'S DEPT  
 ATTN: SHANNAN (Q) 973-247-3312  
 495 RIVER STREET- 2ND FLOOR  
 PATERSON, NJ 07524

REQUISITION Res-Pg:k.28-5	
NO.	R4-07548

SHIP TO	PASSAIC COUNTY SHERIFFS OFFICE 435 HAMBURG TURNPIKE ATTN: SGT. HOEFT WAYNE, NJ 07470
VENDOR	VENDOR #: 10853 NORTHEAST COMMUNICATIONS, INC. 244 EAST UNION TURNPIKE WHARTON, NJ 07885

ORDER DATE: 11/14/14  
 DELIVERY DATE:  
 STATE CONTRACT:  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
15.00/EA	QUOTE # N2014-0015 HT-750 450MHZ BAND RADIO PORTABLE INCLUDES BATTERY, BELT CLIP, CHARGER AND ANTENNA.  TO BE UTILIZED BY THE PCSO COURTHOUSE DIVISION.  AS PER MORRIC COUNTY CO-OP CONTRACT #41  PENDING RESOLUTION Catalog #: AAH25SDC9AA3_N	4-01-25-157-001-219	712.5000	10,687.50
			TOTAL	10,687.50

Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140960

REQUESTING DEPARTMENT

DATE

**EQUIPMENT MAINTENANCE #1315**

Waiting

Review the details of your Requisition and choose from the options below.

**Requested By:** LAW ENFORCEMENT PURCHASE @  
**Created:** 10/1/2014  
**Vendor:** NORTHEAST COMMUNICATIONS, INC.

244 EAST UNION TURNPIKE  
 WHARTON, NJ 07885 USA  
 Contact Name: MIKE  
 Contact Phone: 9733284000EXT 203  
 Class: Vendor Class  
 Terms: Net60

**Requisition Setup Information**

Requisition Name / Department	Request Type	Justification
Department: LAW ENFORCEMENT	EQUIPMENT MAINTENANCE	
<input checked="" type="checkbox"/> Communications Division c/o SGT Michael Hoeft New Radio Equipment for Courthouse Division / New Officers as requested by Chief Ernst		

**Line Items**

Item ID	Description	Qty/ UOM	Cost	Tax	Sub Total	Total	Ship Date
1.	Motorola HT-750 Portable with Acc'y's	15,000/ each	\$ 712,500.00	\$ 0.00	\$ 10,687.50	\$ 10,687.50	10/6/2014
<b>TOTALS:</b>			<b>\$ 0.00</b>		<b>\$ 10,687.50</b>	<b>\$ 10,687.50</b>	

Prev. | 1 | Next

**Shipping**

Ship To	Bill To	Contact	Due Date	Ship Method
Pennsylv County Sheriff's Office 435 Hamburg Turnpike Wayne, NJ 07470 USA		LAW ENFORCEMENT PURCHASE	10/6/2014	VENDOR PREFERENCE

**Requisition History**

Date	Action
10/1/2014 12:06 PM	Created By LAW ENFORCEMENT PURCHASE
10/1/2014 12:09 PM	Submitted By LAW ENFORCEMENT PURCHASE
10/1/2014 12:08 PM	Routed for Approval By LAW ENFORCEMENT PURCHASE [View Routing Explanation]
10/1/2014 4:34 PM	Approved By WILLIAM MCCRARY
10/10/2014 8:35 AM	GL Account changed from 0-00-00-000-000 to 4-01-25-137-001-218 By SHANNAN THOMAS
10/10/2014 9:41 AM	Notes added By SHANNAN THOMAS - AS PER MORRIS COUNTY CO-OP CONTRACT #41, A RESOLUTION WILL NEED TO BE DONE.
10/10/2014 9:41 AM	Approved By SHANNAN THOMAS
10/14/2014 9:39 AM	Approved for editing By LINDA ARSLANOUK
10/14/2014 9:40 AM	Submitted By LINDA ARSLANOUK
10/14/2014 9:40 AM	Routed for Approval By LINDA ARSLANOUK [View Routing Explanation]
11/10/2014 10:31 AM	Approved for editing By JOSEPH DENNIS
11/10/2014 10:36 AM	Submitted By JOSEPH DENNIS
11/13/2014 10:36 AM	Routed for Approval By JOSEPH DENNIS [View Routing Explanation]

**Approval Routing**

Seq	Approvers	Status
1	CAROLINE HERMANN SHANNAN THOMAS	Pending
	Posting Coordinators	Status

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Introduced on: December 9, 2014  
 Adopted on: December 9, 2014

Official Resolution#: R20140960

http://www.pennsylv.com/ehm/0rg/00017/aq/review.aspx?reqid=1315



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
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Hector C. Lora

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)

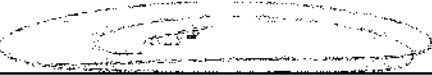
Date: Dec 09, 2014 - 5:30 PM

Location: County Administration Building  
220  
401 Grand Street  
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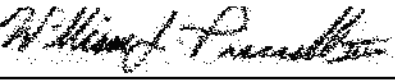
Agenda: RESOLUTION AUTHORIZING PURCHASE OF COMPUTER LICENSES FOR THE PASSAIC COUNTY SHERIFF'S OFFICE THROUGH STATE CONTRACT, ALL AS NOTED IN THE RESOLUTION

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

<b>Official Resolution#</b>	<b>R20140961</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-29						
CAF #	4-01-25-157-001-213						
Purchase Req. #	R4-07647						
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING PURCHASE OF COMPUTER  
LICENSES FOR THE PASSAIC COUNTY SHERIFF'S OFFICE  
THROUGH STATE CONTRACT**

**WHEREAS** the Passaic County Sheriff's Office has requested the acquisition of Microsoft Office licenses for new computers for the agency in the amount of \$15,906.00 from Dell Marketing through State Contract #77003; and

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

**WHEREAS** the Freeholder Law and Public Safety Committee has considered this matter and recommended this resolution to the full Board for adoption; and

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

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of Microsoft Office licenses as referenced above and in the attached correspondence in accordance with the terms of the applicable State Contract #77003; 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: December 9, 2014

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$15,906.00

APPROPRIATION: 4-01-25-157-001-213

PURPOSE: To authorize the purchase of Computer Licenses from Dell Marketing, L.P. for the Passaic County Sheriff's Office.

  
Michael Katz, County Treasurer

DATED: December 9, 2014

**COUNTY OF PASSAIC**  
 CO OF PASSAIC, SHERIFF'S DEPT  
 ATTN: SHANNAN (Q) 973-247-3312  
 495 RIVER STREET- 2ND FLOOR  
 PATERSON, NJ 07524

REQUISITION Pg:k.29-5	
NO.	R4-07647

S H I P T O	PASSAIC COUNTY SHERIFFS OFFICE 435 HAMBURG TURNPIKE ATTN: SGT. HIEL WAYNE, NJ 07470
V E N D O R	VENDOR #: 00182 DELL MARKETING L.P. ONE DELL WAY ATTN: GOVERNMENT SALES ROUND ROCK, TX 78682

ORDER DATE: 11/19/14  
 DELIVERY DATE:  
 STATE CONTRACT: 77003  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	QUOTE # 692951513 CUSTOMER # 114816763 CONTRACT # 16ACV  MICROSOFT OFFICE 2013 LICENSES FOR NEW COMPUTERS PCSO.  VLA OFFICE PRO PLUS 2013 (A6591288).  AS PER STATE CONTRACT 77003  PENDING RESOLUTION	4-01-25-157-001-213	15,906.0000	15,906.00
			TOTAL	15,906.00

Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140961

\_\_\_\_\_  
 REQUESTING DEPARTMENT DATE

**QUOTATION**

Quote #: 692951513  
 Customer #: 114816783  
 Contract #: 16ACV  
 Customer Agreement #: ITS42 or A77003  
 Quote Date: 10/14/2014  
 Customer Name: PASSAIC COUNTY SHERIFF'S DEPT

Date: 10/14/2014

Thanks for choosing Dell! Your quote is detailed below; please review the quote for product and informational accuracy. If you find errors or desire certain changes please contact your sales professional as soon as possible.

**Sales Professional Information**

SALES REP: CAM MULLARKEY PHONE: 1800 - 6249896  
 Email Address: [Cam\\_Mullarkey@Dell.com](mailto:Cam_Mullarkey@Dell.com) Phone Ext: 7254105

**SOFTWARE & ACCESSORIES****GROUP TOTAL: \$15,906.00**

Product	Quantity	Unit Price	Total
VLA OFFICE PRO PLUS 2013 (A6591288)	50	\$318.12	\$15,906.00
ELECTRONIC LICENSE CONFIRMATION elec dwnld only (A3458532)	1	\$0.00	\$0.00

\*Total Purchase Price: **\$15,906.00**  
 Product Subtotal: \$15,906.00  
 Tax: \$0.00  
 Shipping & Handling: \$0.00  
 State Environmental Fee: \$0.00  
 Shipping Method: LTL 5 DAY OR LESS  
 (\* Amount denoted in \$)

**Statement of Conditions**

The information in this document is believed to be accurate. However, Dell assumes no responsibility for inaccuracies, errors, or omissions, and shall not be liable for direct, indirect, special, incidental, or consequential damages resulting from any such error or omission. Dell is not responsible for pricing or other errors, and reserves the right to cancel orders arising from such errors. Dell may make changes to this proposal including changes or updates to the products and services described, including pricing, without notice or obligation.

**Terms of Sale**

This quote is valid for 30 days unless otherwise stated. Unless you have a separate written agreement that specifically applies to this order, your order will be subject to and governed by the following agreements, each of which are incorporated herein by reference and available in hardcopy from Dell at your request:

If this purchase is for your internal use only: Dell's Commercial Terms of Sale ([www.dell.com/CTS](http://www.dell.com/CTS)), which incorporate Dell's U.S. Return Policy ([www.dell.com/returnpolicy](http://www.dell.com/returnpolicy)) and Warranty ([www.dell.com/warrantyterms](http://www.dell.com/warrantyterms)).

If this purchase is intended for resale: Dell's Reseller Terms of Sale ([www.dell.com/resellertems](http://www.dell.com/resellertems)).

If this purchase includes services: in addition to the foregoing applicable terms, Dell's Service Terms ([www.dell.com/servicecontracts/global](http://www.dell.com/servicecontracts/global)).

Introduced on: December 9, 2014

Adopted on: December 9, 2014

Official Dell.com screenshot: Downloads/2014-10%20-%20Office%202013%20(1).html

11/18/2014

If this purchase includes software: in addition to the foregoing applicable terms, your use of the software is subject to the license terms accompanying the software, and in the absence of such terms, then use of the Dell-branded application software is subject to the Dell End User License Agreement - Type A ([www.dell.com/AEULA](http://www.dell.com/AEULA)) and use of the Dell-branded system software is subject to the Dell End User License Agreement - Type S ([www.dell.com/SEULA](http://www.dell.com/SEULA)).

You acknowledge having read and agree to be bound by the foregoing applicable terms in their entirety. Any terms and conditions set forth in your purchase order or any other correspondence that are in addition to, inconsistent or in conflict with, the foregoing applicable online terms will be of no force or effect unless specifically agreed to in a writing signed by Dell that expressly references such terms.

#### **Additional Terms for Public Customers**

If you are a department, agency, division, or office of any district, state, county or municipal government within the United States ("Public Customer"), the following terms ("Public Customer Terms") apply in addition to the foregoing terms: A. If any portion of the foregoing terms and conditions (or any terms referenced therein) is prohibited by law, such portion shall not apply to you. Notwithstanding anything to the contrary, the End User License Agreements shall take precedence in all conflicts relevant to your use of any software. B. By placing your order, you confirm that (1) you are a contracting officer or other authorized representative of Public Customer with authority to bind the Public Customer to these terms and conditions, and (2) you have read and agree to be bound by these terms and conditions.

#### **Pricing, Taxes, and Additional Information**

All product, pricing, and other information is valid for U.S. customers and U.S. addresses only, and is based on the latest information available and may be subject to change. Dell reserves the right to cancel quotes and orders arising from pricing or other errors. Sales tax on products shipped is based on your "Ship To" address, and for software downloads is based on your "Bill To" address. Please indicate any tax-exempt status on your PO, and fax your exemption certificate, including your Customer Number, to the Dell Tax Department at 800-433-9023. Please ensure that your tax-exemption certificate reflects the correct Dell entity name: Dell Marketing L.P. Note: All tax quoted above is an estimate; final taxes will be listed on the invoice. If you have any questions regarding tax please send an e-mail to [Tax\\_Department@dell.com](mailto:Tax_Department@dell.com).

For certain products shipped to end-users in California, a State Environmental Fee will be applied to your invoice. Dell encourages customers to dispose of electronic equipment properly.

All information supplied to PASSAIC COUNTY SHERIFF'S DEPT for the purpose of this proposal is to be considered confidential information belonging to Dell.

#### **About Dell**

Dell Inc. listens to customers and delivers innovative technology and services they trust and value. Uniquely enabled by its direct business model, Dell is a leading global systems and services company and No. 34 on the Fortune 500. For more information, visit [www.dell.com](http://www.dell.com).

#### **Privacy Policy**

Dell respects your privacy. Across our business, around the world, Dell will collect, store, and use customer information only to support and enhance our relationship with your organization, for example, to process your purchase, provide service and support, and share product, service, and company news and offerings with you. Dell does not sell your personal information. For a complete statement of our Global Privacy Policy, please visit [dell.com/privacy](http://dell.com/privacy).

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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)

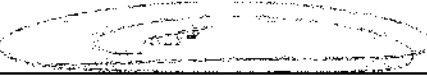
Date: Dec 09, 2014 - 5:30 PM

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

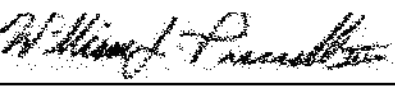
Agenda: RESOLUTION AUTHORIZING PURCHASE OF X-RAY EQUIPMENT FOR THE PASSAIC COUNTY SHERIFF'S OFFICE THROUGH STATE CONTRACT, ALL AS NOTED IN THE RESOLUTION

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

<b>Official Resolution#</b>	<b>R20140962</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-30						
CAF #	C-04-55-121-001-901						
Purchase Req. #	R4-07635						
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014



**RESOLUTION AUTHORIZING PURCHASE OF X-RAY  
EQUIPMENT FOR THE PASSAIC COUNTY SHERIFF'S OFFICE  
THROUGH STATE CONTRACT**

**WHEREAS** the Passaic County Sheriff's Office has requested the acquisition of Hi-ScanX-Ray inspection system, software and roller tables for the agency in the amount of \$36,384.00 from Smiths Detection, Inc. through State Contract #75826 and

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

**WHEREAS** the Freeholder Law and Public Safety Committee has considered this matter and recommended this resolution to the full Board for adoption; and

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

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of Hi-Scan X-Ray inspection system, software and roller tables as referenced above and in the attached correspondence in accordance with the terms of the applicable State Contract #75826; 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: December 9, 2014

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$36,384.00

APPROPRIATION: C-04-55-121-001-901

PURPOSE: To authorize the purchase of X-Ray Equipment from Smith's Detection, Inc. for the Passaic County Sheriff's Office.

  
Michael Katz, County Treasurer

DATED: December 9, 2014

# COUNTY OF PASSAIC

CO OF PASSAIC, SHERIFF'S DEPT  
 ATTN: SHANNAN (Q) 973-247-3312  
 495 RIVER STREET- 2ND FLOOR  
 PATERSON, NJ 07524

REQUISITION Pg: k.30-5	
NO.	R4-07635

S H I P T O	PASSAIC COUNTY SHERIFFS OFFICE 77 HAMILTON STREET ATT: CHIEF CAPORUSCIO PATERSON, NJ 07501
V E N D O R	VENDOR #: 08514 SMITHS DETECTION, INC. 21 COMMERCE DRIVE DANBURY, CT 06810

ORDER DATE: 11/18/14  
 DELIVERY DATE:  
 STATE CONTRACT: 75826  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	QUOTE # AFD_PCNJ_102414 SMITHS DETECTION HI-SCAN 6040DS X-RAY INSPECTION SYSTEM, ADVANCED SOFTWARE PACKAGE, ROLLER TABLES, SHIPPING, SET UP AND ON SITE (5) YEAR EXTENDED WARRANTY.  AS PER STATE CONTRACT 75826  PENDING RESOLUTION	C-04-55-121-001-901	36,384.0000	36,384.00
			TOTAL	36,384.00

Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140962

REQUESTING DEPARTMENT

DATE

REVISED

**smiths detection**  
bringing technology to life

Allan Dziurak  
FedGov II Key Account Manager  
Smiths Detection  
2702 Lakeside Blvd  
Edgewater, MD 21040  
Phone: (402) 373-3151

Tax ID#: 22-3552823  
DUNS #: 104295018

Email: [allen.dziurak@smithsdetection.com](mailto:allen.dziurak@smithsdetection.com)

**Smiths Detection Equipment Proposal**

Prepared for:	Shannen Thomas	Date:	October 21, 2014
Company:	Passaic County	Circle number:	AFD_PCNJ_102414
Location:	Paterson, NJ	Delivery Location:	Paterson, NJ
Phone:		Delivery Terms:	FOB Origin Incoterms 2010
Email Address:	<a href="mailto:ShannenT@passaiccountynj.org">ShannenT@passaiccountynj.org</a>	Expected Delivery:	10 Weeks ARO
Payment Terms:	Net 30 days	Validity of Quote:	30 days

QTY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
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**2014 NEW JERSEY STATE CONTRACT A78026 - LOMIS SCIENTIFIC EQUIPMENT, ACCESSORIES, SUPPLIES & MAINTENANCE**

1	Smiths Detection HI-SCAN 6040ts X-ray Inspection System 19" LCD monitor Operator Keyboard Software: HNSPOT - Automatic Dogram Area Detection HI-TRAX Image Enhancement Functions Operator Manual 12-month Standard Warranty	\$23,255.00	\$23,255.00
1	NJ State Contract Includes: Shipping Installation Radiation Leak Survey Orientation by Field Service Technician Image Store System Software 12 Month Full Standard Warranty-Labor, Travel and Parts.		

**Advance Software Programs:**

1	NJ Contract Advance Software Package (includes all software listed below) <i>Purchased Individually:</i> Image Store System - Digital Image Management HI-TIP™ - Threat Image Projection High Density Alert - Automatic Marking of Suspicious Objects Xport - Automatic Image Transmission OTS Xtrain - Operator Training	\$2,800.00 \$1,250.00 \$2,250.00 \$1,760.00 \$1,250.00 \$3,500.00	Included
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**Roller Tables:**

1	16" Roller Table	\$750.00	\$750.00
1	39" Roller Table	\$850.00	\$850.00

**Disposal of unit(s):**

Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140962

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	<b>Removal and Disposal of Existing System</b>	\$1,000.00	Optional
<b>Service Agreement Options</b>			
	<b>On-Site Extended Warranty with Preventative Maintenance</b> On-site service coverage 8:30 am to 5:00 pm, Monday to Friday All labor, travel time and travel expenses All replacement parts required Unlimited access to 24/7 Technical Support Annual PPA and Radiation Leak Survey		
	One Year	NA	
	Two Years (includes upgrades to first year and second year)	\$3,476.00	
	Three Years	\$6,529.00	
	Four Years	\$9,193.00	
	Five Years	\$11,529.00	\$11,529.00
<b>TOTAL PRICE</b>			<b>\$36,364.00</b>
<p>Smith Detection terms and conditions are hereby incorporated in this quotation and any purchase order that may result from this quotation will be in acceptance with these terms and conditions. The terms and conditions are located at the following Smith Detection Website: <a href="http://www.smithdetection.com/US_Terms_conditions.php">www.smithdetection.com/US_Terms_conditions.php</a></p> <p>Prices do not include state sales tax, miscellaneous fees or import/export duties of any kind. Smith Detection reserves the right to modify any terms and/or conditions stated by the above quotation.</p> <p>The information contained herein is exempt from disclosure under the Freedom of Information Act (5 U.S.C. 552) under Exemption (b)(7)(C), as its disclosure is prohibited, under the Trade Secrets Act (18 U.S.C. 1905) and FAR 24.302. Rights to use or disclose this proposal are governed by DFARS 252.227-7103 (June 1995).</p> <p>All items are open market items (not FISA), unless otherwise explicitly stated in this quote. Prices do not include state sales tax, miscellaneous fees or import/export duties of any kind. Smith Detection reserves the right to modify any terms and/or conditions stated in the above quotation.</p>			

Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140962

10  
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# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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)

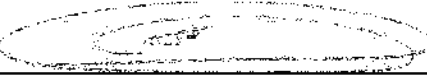
Date: Dec 09, 2014 - 5:30 PM

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

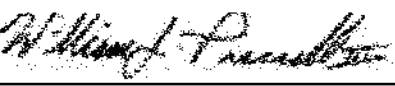
Agenda: RESOLUTION AUTHORIZING PURCHASE OF VLA WINDOWS SERVER DATACENTERS FOR THE PASSAIC COUNTY SHERIFF'S OFFICE THROUGH STATE CONTRACT, ALL AS NOTED IN THE RESOLUTION

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

<b>Official Resolution#</b>	<b>R20140963</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-31						
CAF #	4-01-22-130-001-213						
Purchase Req. #	R4-07640						
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING PURCHASE OF VLA WINDOWS  
SERVER DATACENTERS FOR THE PASSAIC COUNTY  
SHERIFF'S OFFICE THROUGH STATE CONTRACT**

**WHEREAS** the Passaic County Sheriff's Office has requested the acquisition of VLA Windows server datacenters for the agency in the amount of \$11,563.71 from Dell Marketing through State Contract #77003; and

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

**WHEREAS** the Freeholder Law and Public Safety Committee has considered this matter and recommended this resolution to the full Board for adoption; and

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

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of VLA Windows server datacenters as referenced above and in the attached correspondence in accordance with the terms of the applicable State Contract #77003; 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: December 9, 2014


CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$11,563.71

APPROPRIATION: 4-01-22-130-001-213

PURPOSE: To authorize the purchase of VLA Windows Server Datacenters from Dell Marketing L.P. for the Passaic County Sheriff's Office.

  
Michael Katz, County Treasurer

DATED: December 9, 2014

**COUNTY OF PASSAIC**

CO OF PASSAIC, SHERIFF'S DEPT  
 ATTN: SHANNAN (Q) 973-247-3312  
 495 RIVER STREET- 2ND FLOOR  
 PATERSON, NJ 07524

REQUISITION Pg: k.31-5	
NO.	R4-07640

S H I P T O	PASSAIC COUNTY SHERIFFS OFFICE 435 HAMBURG TURNPIKE ATTN: SGT. HIEL WAYNE, NJ 07470
V E N D O R	VENDOR #: 00182 DELL MARKETING L.P. ONE DELL WAY ATTN: GOVERNMENT SALES ROUND ROCK, TX 78682

ORDER DATE: 11/18/14  
 DELIVERY DATE:  
 STATE CONTRACT: 77003  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	QUOTE # 690761017 CUSTOMER # 114816763 CONTRACT # 16ACV  VLA WINDOWS SERVER DATACENTER PER 2 PROCESSORS 2012 R2 (A7285284) ELECTRONIC LICENSE CONFIRMATION.  AS PER STATE CONTRACT # 77003  PENDING RESOLUTION	4-01-22-130-001-213	11,563.7100	11,563.71
			TOTAL	11,563.71

Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140963

\_\_\_\_\_  
 REQUESTING DEPARTMENT DATE

**QUOTATION**

Quote #: 690761017  
 Customer #: 114816763  
 Contract #: 16ACV  
 Customer Agreement #: ITS42 or A77003  
 Quote Date: 09/11/2014  
 Customer Name: PASSAIC COUNTY SHERIFF'S DEPT

Date: 9/11/2014

Thanks for choosing Dell! Your quote is detailed below; please review the quote for product and informational accuracy. If you find errors or desire certain changes please contact your sales professional as soon as possible.

**Sales Professional Information**

SALES REP: CAM MULLARKEY      PHONE: 1800 - 6249896  
 Email Address: [Cam\\_Mullarkey@Dell.com](mailto:Cam_Mullarkey@Dell.com)      Phone Ext: 7254105

**SOFTWARE & ACCESSORIES****GROUP TOTAL: \$11,563.71**

Product	Quantity	Unit Price	Total
VLA WINDOWS SERVER DATACENTER PER 2 PROCESSORS 2012 R2 (A7285284)	3	\$3,854.57	\$11,563.71
ELECTRONIC LICENSE CONFIRMATION elec dvnl'd only (A3458532)	1	\$0.00	\$0.00

\*Total Purchase Price: \$11,563.71  
 Product Subtotal: \$11,563.71  
 Tax: \$0.00  
 Shipping & Handling: \$0.00  
 State Environmental Fee: \$0.00  
 Shipping Method: LTL 5 DAY OR LESS  
 (\* Amount denoted in \$)

**Statement of Conditions**

The information in this document is believed to be accurate. However, Dell assumes no responsibility for inaccuracies, errors, or omissions, and shall not be liable for direct, indirect, special, incidental, or consequential damages resulting from any such error or omission. Dell is not responsible for pricing or other errors, and reserves the right to cancel orders arising from such errors.

Dell may make changes to this proposal including changes or updates to the products and services described, including pricing, without notice or obligation.

**Terms of Sale**

This quote is valid for 30 days unless otherwise stated. Unless you have a separate written agreement that specifically applies to this order, your order will be subject to and governed by the following agreements, each of which are incorporated herein by reference and available in hardcopy from Dell at your request:

If this purchase is for your internal use only: Dell's Commercial Terms of Sale ([www.dell.com/CTS](http://www.dell.com/CTS)), which incorporate Dell's U.S. Return Policy ([www.dell.com/returnpolicy](http://www.dell.com/returnpolicy)) and Warranty ([www.dell.com/warrantyterms](http://www.dell.com/warrantyterms)).

If this purchase is intended for resale: Dell's Reseller Terms of Sale ([www.dell.com/resellerterms](http://www.dell.com/resellerterms)).

Introduced on: December 9, 2014

Adopted on: December 9, 2014

Official Resolution#: R20140963

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If this purchase includes services: In addition to the foregoing applicable terms, Dell's Service Terms ([www.dell.com/servicecontracts/global](http://www.dell.com/servicecontracts/global)).

If this purchase includes software: In addition to the foregoing applicable terms, your use of the software is subject to the license terms accompanying the software, and in the absence of such terms, then use of the Dell-branded application software is subject to the Dell End User License Agreement - Type A ([www.dell.com/AEULA](http://www.dell.com/AEULA)) and use of the Dell-branded system software is subject to the Dell End User License Agreement - Type S ([www.dell.com/SEULA](http://www.dell.com/SEULA)).

You acknowledge having read and agree to be bound by the foregoing applicable terms in their entirety. Any terms and conditions set forth in your purchase order or any other correspondence that are in addition to, inconsistent or in conflict with, the foregoing applicable online terms will be of no force or effect unless specifically agreed to in a writing signed by Dell that expressly references such terms.

#### **Additional Terms for Public Customers**

If you are a department, agency, division, or office of any district, state, county or municipal government within the United States ("Public Customer"), the following terms ("Public Customer Terms") apply in addition to the foregoing terms: A. If any portion of the foregoing terms and conditions (or any terms referenced therein) is prohibited by law, such portion shall not apply to you. Notwithstanding anything to the contrary, the End User License Agreements shall take precedence in all conflicts relevant to your use of any software. B. By placing your order, you confirm that (1) you are a contracting officer or other authorized representative of Public Customer with authority to bind the Public Customer to these terms and conditions, and (2) you have read and agree to be bound by these terms and conditions.

#### **Pricing, Taxes, and Additional Information**

All product, pricing, and other information is valid for U.S. customers and U.S. addresses only, and is based on the latest information available and may be subject to change. Dell reserves the right to cancel quotes and orders arising from pricing or other errors. Sales tax on products shipped is based on your "Ship To" address, and for software downloads is based on your "Bill To" address. Please indicate any tax-exempt status on your PO, and fax your exemption certificate, including your Customer Number, to the Dell Tax Department at 800-433-9023. Please ensure that your tax-exemption certificate reflects the correct Dell entity name: Dell Marketing L.P. Note: All tax quoted above is an estimate; final taxes will be listed on the invoice. If you have any questions regarding tax please send an e-mail to [Tax\\_Department@dell.com](mailto:Tax_Department@dell.com).

For certain products shipped to end-users in California, a State Environmental Fee will be applied to your invoice. Dell encourages customers to dispose of electronic equipment properly.

All information supplied to PASSAIC COUNTY SHERIFF'S DEPT for the purpose of this proposal is to be considered confidential information belonging to Dell.

#### **About Dell**

Dell Inc. listens to customers and delivers innovative technology and services they trust and value. Uniquely enabled by its direct business model, Dell is a leading global systems and services company and No. 34 on the Fortune 500. For more information, visit [www.dell.com](http://www.dell.com).

#### **Privacy Policy**

Dell respects your privacy. Across our business, around the world, Dell will collect, store, and use customer information only to support and enhance our relationship with your organization, for example, to process your purchase, provide service and support, and share product, service, and company news and offerings with you. Dell does not sell your personal information. For a complete statement of our Global Privacy Policy, please visit [dell.com/privacy](http://dell.com/privacy).

Introduced on: December 9, 2014

Adopted on: December 9, 2014

Official Resolution#: R20140963  
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# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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)

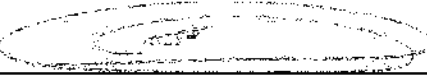
Date: Dec 09, 2014 - 5:30 PM

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

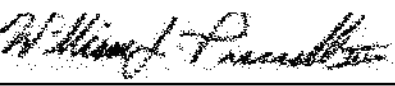
Agenda: RESOLUTION AUTHORIZING PURCHASE OF A CIVILSERVE PROCESS SYSTEM FOR THE PASSAIC COUNTY SHERIFF'S OFFICE THROUGH STATE CONTRACT, ALL AS NOTED IN THE RESOLUTION

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

<b>Official Resolution#</b>	<b>R20140964</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-32						
CAF #	T-20-56-880-004-801;						
Purchase Req. #	R4-07892						
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING PURCHASE OF A CIVILSERVE  
PROCESS SYSTEM FOR THE PASSAIC COUNTY SHERIFF'S  
OFFICE THROUGH STATE CONTRACT**

**WHEREAS** the Passaic County Sheriff's Office has requested the acquisition of a Civilserve process system, training and software for the agency in the amount of \$130,570.76 from SHI through State Contract #77560; and

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

**WHEREAS** the Freeholder Law and Public Safety Committee has considered this matter and recommended this resolution to the full Board for adoption; and

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

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of a Civilserve process system, training and software as referenced above and in the attached correspondence in accordance with the terms of the applicable State Contract #77560; 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: December 9, 2014



CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$130,570.76

APPROPRIATION: \$100,000.00 – T-20-56-880-004-801  
\$ 24,000.00 – 4-01-22-130-001-213  
\$ 6,570.76 – 4-01-25-157-001-213

PURPOSE: To authorize the purchase of a Civilserve process system, training and software from SHI for the Passaic County Sheriff's Office.

  
Michael Katz, County Treasurer

DATED: December 9, 2014

**COUNTY OF PASSAIC**  
 CO OF PASSAIC, SHERIFF'S DEPT  
 ATTN: SHANNAN (Q) 973-247-3312  
 495 RIVER STREET- 2ND FLOOR  
 PATERSON, NJ 07524

REQUISITION Pg: k.32-5	
NO.	R4-07892

SHIP TO	PASSAIC COUNTY SHERIFFS OFFICE 77 HAMILTON STREET ATTN: CIVIL PROCESS PATERSON, NJ 07505
VENDOR	VENDOR #: 08638 SHI 290 DAVIDSON AVENUE SOMERSET, NJ 08873

ORDER DATE: 12/02/14  
 DELIVERY DATE:  
 STATE CONTRACT: 77560  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	CIVILSERVE PROCESS SYSTEM TYLER TECHNOLOGIES QTY 10 \$101,444.80	T-20-56-880-004-801	100,000.0000	100,000.00
	CIVILMOBILE CLIENT (SYSTEM ACCESS FROM THE FIELD) TYLER TECHNOLOGIES QTY 3 \$8,012.82			
	TRAINING ON SITE PER DAY TYLER TECHNOLOGIES QTY 10 \$19,078.10			
	INSTALLATION-SOFTWARE & CONFIGURATION QTY 8 \$2,035.04			
	AS PER STATE CONTRACT/77560 TO BE PAID IN PARTIAL PAYMENTS PENDING RESOLUTION			
1.00	Cont"	4-01-22-130-001-213	24,000.0000	24,000.00
1.00	Cont"	4-01-25-157-001-213	6,570.7600	6,570.76
			TOTAL	130,570.76

Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140964

REQUESTING DEPARTMENT \_\_\_\_\_ DATE \_\_\_\_\_



Pricing Proposal  
 Quotation #: 8723069  
 Created On: Oct-23-2014  
 Valid Until: Dec-31-2014

**Passaic County Sheriff's Office**

**Inside Sales Account Manager**

**Maria Harraka**  
 Phone: 973-881-4200 Ext. 207  
 Fax:  
 Email: mharraka@pcsheriff.org; JDennis@pcsheriff.org

**Nicole Lawrence**  
 290 Davidson Avenue  
 Somerset, NJ 08873  
 Phone: 732-564-8140  
 Fax: 888-896-8860  
 Email: Nicole\_Lawrence@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 CivilServe Civil Process System Tyler Technologies - Part#:	10	\$10,144.48	\$101,444.80
2 CivilMobile Client (system access from the field) Tyler Technologies - Part#:	3	\$2,670.94	\$8,012.82
3 Training - on site - per day Tyler Technologies - Part#:	10	\$1,907.81	\$19,078.10
4 Installation - Software installation and configuration - hourly rate Tyler Technologies - Part#:	8	\$254.38	\$2,035.04
Total			\$130,570.76

**Additional Comments**

NJ Software State Contract #77560

- \* Annual software support & maintenance - Starts 2nd year - 22,986.00
- \* 60% payment/deposit of total contract is due, NET 30 days upon availability to download training database; remaining 15% balance is due NET 30 days after Commencement.
- \* Quote assumes system requirements are met.
- \*\* System will be configured to adhere to a New Jersey standard configuration. Rep reports as well as any other reports currently used within a NJ county as jointly dec

Specialized custom reports may require additional cost.

Thank you for the opportunity to quote. SHI is a leading reseller of software, hardware and services. SHI is an Equal Opportunity and Affirmative Action Employer. SHI is a Minority Owned Minority Company.

SHI has been working with State and Local Governments for over 15 years. We have a dedicated sales, manufacturing, hardware and service department to assist with any concerns.  
 Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140964  
 Please keep SHI in mind for your future software and hardware needs.

*\* 2016*

*TRUST FUND*

*SHI*

*139,570.76*

*100,000*

*130-001-213*

*24,000*

*157-001-213*

*6,570.76*

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING AN EXTENSION OF THE AGREEMENT BY AND BETWEEN THE COUNTY OF PASSAIC AND THE PASSAIC COUNTY SHERIFF'S DEPARTMENT AND SECURUS TECHNOLOGIES INC. FOR THE PROVISION OF INMATE TELEPHONE SERVICES & JMS FOR THE PASSAIC COUNTY JAIL, 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#		R20140965						
Meeting Date		12/09/2014						
Introduced Date		12/09/2014						
Adopted Date		12/09/2014						
Agenda Item		k-33						
CAF #								
Purchase Req. #								
Result		Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	
Lepore	✓				✓			
Best Jr	✓				✓			
Bartlett	✓				✓			
Cotroneo	✓			✓	✓			
Duffy	✓				✓			
James	✓		✓		✓			
Lora	✓				✓			

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING AN EXTENSION OF THE AGREEMENT BY AND BETWEEN THE COUNTY OF PASSAIC AND THE PASSAIC COUNTY SHERIFF'S DEPARTMENT AND SECURUS TECHNOLOGIES INC. FOR THE PROVISION OF INMATE TELEPHONE SERVICES & JMS FOR THE PASSAIC COUNTY JAIL**

**WHEREAS** the Board of Chosen Freeholders of the County of Passaic by Resolution R-10-270 dated April 27, 2010, awarded a three year contract with a one (1) year option to renew, which expired on March 31, 2014, to Securus Technologies, Inc. of Dallas, Texas for the Inmate Telephone System & JMS as a result of a competitive contract process; and

**WHEREAS** said Board adopted Resolutions 2014 0322 on April 21, 2014 and 2014 0506 on June 24, 2014 authorizing additional three (3) month extensions of the agreement to September 30, 2014, to address issues with regard to the Request for Proposal (RFP) process which is ongoing; and

**WHEREAS** due to some continued minor problems with the Request for Proposal (RFP) process, the Sheriff's Department is recommending, and said Securus has agreed, to extend the current option period through January 31, 2015 to allow the said Department to work out those slight problems; and

**WHEREAS** the Freeholder Committee for Law & Public Safety at its December 2, 2014 meeting reviewed this matter and is recommending that this extension be approved by the full Board;

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes an additional extension through January 31, 2015, of

the agreement by and between the County of Passaic and Passaic County Sheriff's Department and Securus Technologies, Inc. for the provision of Inmate Telephone Services and JMS for the Passaic County Jail pursuant to the same terms and conditions of the original contract between the parties; and

**BE IT FURTHER RESOLVED** that the Office of the Passaic County Counsel forward official confirmation of the extension terms to Securus Technologies, Inc.

Dated: December 9, 2014

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
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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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION APPROVING AN AMENDMENT TO THE PASSAIC COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FY 2013 ACTION PLAN TO REALLOCATE FUNDING TO THE BOROUGH OF WOODLAND PARK FOR THE DEMOLISHING ONE ABANDONED HOME, 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

<b>Official Resolution#</b>		<b>R20140966</b>					
Meeting Date		12/09/2014					
Introduced Date		12/09/2014					
Adopted Date		12/09/2014					
Agenda Item		k-34					
CAF #							
Purchase Req. #							
Result		Adopted					
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION APPROVING AN AMENDMENT TO THE PASSAIC COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FY 2013 ACTION PLAN TO REALLOCATE FUNDING TO THE BOROUGH OF WOODLAND PARK FOR THE DEMOLISHING ONE ABANDONED HOME**

**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, in compliance with the rules and regulations governing the Community Development Block Grant Program; 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 Department of Housing and Urban Development has notified the County of Passaic that it will receive additional funding in the amount of \$69,290 due to the reallocation of FY 2011 funding within the New York-Jersey City-White Plains, NY-NJ Metropolitan Division; and

**WHEREAS**, the total grant is now \$902,187; and

**WHEREAS**, the Board of Chosen Freeholders of Passaic County allocated the CDBG FY 2013 funding via resolution R-2013-828 on October 22, 2013; and



**WHEREAS**, the Borough of Woodland Park was allocated \$198,000 to install ADA curb ramps throughout the Borough; and

**WHEREAS**, the contract amount for the installation of ADA curbs totaled \$165,000 (includes contract of \$152,912 and retainage of \$12,088); and

**WHEREAS**, the Borough of Woodland Park has requested that the balance of the FY 2013 allocation, \$33,000, be re-allocated toward the demolition of an abandoned property located at 8 West 35<sup>th</sup> Street, Woodland Park (see attached letter); and

**WHEREAS**, the Department of Planning and Economic Development published an advertisement in a newspaper of local circulation, (see public notice attached) announcing an intent to amend the CDBG FY 2013 Action Plan for public review and no comments were received; and

**WHEREAS**, the County is cognizant of the conditions imposed in the undertaking and implementation of this Federal Assistance program; and

**WHEREAS**, this matter was discussed at the Freeholder Planning and Economic Development Committee meeting on December 3, 2014 and was recommended to the full Board for approval;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Chosen Freeholders of the County of Passaic that an Amendment to the CDBG One Year Action Plan for Fiscal Year 2013 is hereby

approved for submission to the U.S. Department of Housing and Urban Development, as set forth above; and

**BE IT FURTHER RESOLVED** that the Freeholder Director authorized to act as the official representative of the County of Passaic and execute all documents and certifications; and

**BE IT FURTHER RESOLVED** that the Clerk to the Board is hereby directed to file the amended FY 2013 Action Plan with the minutes of this meeting.

JRS/meg

Dated: December 9, 2014

**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 AN AMENDMENT TO THE PASSAIC COUNTY COMMUNITY  
DEVELOPMENT BLOCK GRANT PROGRAM FY 2013 ACTION PLAN TO  
REALLOCATE FUNDING TO THE BOROUGH OF WOODLAND PARK TO  
DEMOLISH ONE ABANDONED HOME**

3. CERTIFICATION INFORMATION:

AMOUNT OF EXPENDITURE: **\$33,000**

BUDGET ACCOUNT **G-01-41-838-013-PE1**

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 checked="" type="checkbox"/> Planning & Economic Development	<u>12/3/2014</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

Counsel

Clerk to Board

Other(s)

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



# *Borough of Woodland Park*

*Department of Administration*

Passaic County, NJ  
5 Brophy Lane  
Woodland Park, NJ 07424  
Office: (973) 345-8100 ext: 100  
Fax: (973) 345-8194

**Kevin V. Galland**

*Administrator / Municipal Clerk*

November 24, 2014

Ms. Deborah Hoffman  
Director  
Division of Economic Development  
County of Passaic  
930 Riverview Drive, Suite 250  
Totowa, NJ 07512

Re: Request to re-allocate a portion of the FY 2013 Community Development Block Grant provided to the Borough of Woodland Park

Dear Ms. Hoffman:

The Borough of Woodland Park is requesting that a portion of the original \$198,000 FY 2013 Community Development Block Grant that was awarded to the Borough of Woodland Park to install ADA curb ramps throughout the Borough be amended to re-allocate \$33,000 of the original grant award to demolish 8 West 35<sup>th</sup> Street, Woodland Park, NJ.

A resolution from the Municipal Council will be forwarded next week.

Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in cursive script that reads "K. Galland".

Kevin Galland  
Borough Administrator

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
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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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING AN AMENDMENT TO THE FY 2014 ACTION PLAN FOR THE PASSAIC COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, TO RE-ALLOCATE FUNDING TO THE BOROUGH OF HAWTHORNE FOR THE INSTALLATION OF ADA CURB RAMPS AND IMPROVEMENTS TO SCHOON AVENUE, 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

<b>Official Resolution#</b>		<b>R20140967</b>					
Meeting Date		12/09/2014					
Introduced Date		12/09/2014					
Adopted Date		12/09/2014					
Agenda Item		k-35					
CAF #							
Purchase Req. #							
Result		Adopted					
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING AN AMENDMENT TO THE  
FY 2014 ACTION PLAN FOR THE PASSAIC COUNTY  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, TO  
RE-ALLOCATE FUNDING TO THE BOROUGH OF HAWTHORNE  
FOR THE INSTALLATION OF ADA CURB RAMPS AND  
IMPROVEMENTS TO SCHOON AVENUE**

**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, in compliance with the rules and regulations governing the Community Development Block Grant Program; and

**WHEREAS**, the County of Passaic adopted Resolution R-2014-511 on June 24, 2014 authorizing the submission of the One Year FY 2014 Action Plan for a total grant amount of \$815,756.00; and

**WHEREAS**, the Department of Housing and Urban Development has notified the County of Passaic that it will receive additional funding in the amount of \$50,245 due to the reallocation of FY 2012 funding within the New York-Jersey City-White Plains, NY-NJ Metropolitan Division; and

**WHEREAS**, the total grant is now \$866,001; and

**WHEREAS**, the Board of Chosen Freeholders of Passaic County adopted resolution R-2014-853 on October 28, 2014 allocating \$54,900 to the Borough of Hawthorne to repave Ethel Avenue, Phase III; and

**WHEREAS**, the US Department of Housing and Urban Development (HUD) just issued revised census information that indicates that Ethel Avenue is no longer located in a low/moderate income census tract, which disqualifies the location from receiving CDBG funding; and

**WHEREAS**, the Borough of Hawthorne has requested that the County of Passaic amend the CDBG FY 2014 Action Plan to allocate the original \$54,900 in funding to improve Schoon Avenue and install ADA curb ramps (see attached letter); and

**WHEREAS**, Schoon Avenue is located in a low/moderate income census tract and therefore is eligible to receive CDBG funding; and

**WHEREAS**, this amendment was advertised in the Record and the Herald News and no public comments were received; and

**WHEREAS**, the County is cognizant of the conditions imposed in the undertaking and implementation of this Federal Assistance Program; and

**WHEREAS**, this matter was discussed at the Freeholder Planning and Economic Development Committee meeting on December 3, 2014 and was recommended to the full Board for approval;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Chosen Freeholders of the County of Passaic that an Amendment to the CDBG One Year Action Plan for Fiscal Year 2014 is hereby approved for submission to the U.S. Department of Housing and Urban Development, as set forth above, in order to re-allocate

funding to the Borough of Hawthorne for the installation of ADA curb ramps and improvements to Schoon Avenue; 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; and

**BE IT FURTHER RESOLVED** that the Clerk to the Board is hereby directed to file the amended FY 2014 Action Plan with the minutes of this meeting.

JRS/mcg

Dated: December 9, 2014



## 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 AN AMENDMENT TO THE  
FY 2014 ACTION PLAN FOR THE PASSAIC COUNTY COMMUNITY  
DEVELOPMENT BLOCK GRANT PROGRAM,  
TO RE-ALLOCATE FUNDING FOR THE BOROUGH OF HAWTHORNE  
TO FUND THE INSTALLATION OF ADA CURB RAMPS AND  
IMPROVEMENTS TO SCHOON AVENUE**

3. CERTIFICATION INFORMATION:

AMOUNT OF EXPENDITURE: **\$54,900**  
BUDGET ACCOUNT : G-01-41-838-014-PE1

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>12/3/2014</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  
 Counsel

Introduced on: December 3, 2014 Board

Adopted on: December 9, 2014

Official Resolution#: R20140867

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



**BOROUGH OF HAWTHORNE**  
**OFFICE OF THE MAYOR**

445 LAFAYETTE AVENUE, HAWTHORNE, NEW JERSEY 07506-2551  
(TEL) 973-427-1168 (FAX) 973-427-2320

---

Mayor  
*Richard S. Goldberg*

July 7, 2014

Deborah Hoffman  
Passaic County Economic Development Director

Totowa, NJ

Re: Change of CDBG Project

Dear Ms. Hoffman:

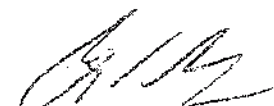
Thank for notifying the Borough of the change in income data for Hawthorne's Census Tract block groups. As you know, the Borough of Hawthorne's top priority application, for 2014CDBG funds was for the re[paving of Sherman Avenue, which is in one of the Census Tract block groups that is no longer considered "low/mod," meaning that this project would no longer be eligible for CDBG funding.

Located within one of Hawthorne's Census Tract block groups that is considered low/mod with the new data, Schoon Avenue is one street that is high on the Borough's priority list for repaving. This street is in Census Tract block group \_\_. The cost of this project would be \$100,800 (see enclosed estimate).

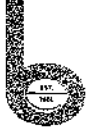
I hereby request respectfully, on the part of the Borough of Hawthorne, that, due to the circumstances, the Borough be allowed to substitute Schoon Avenue for Sherman Avenue for our proposed CDBG repaving project. Should this request be granted, the Borough can have the construction done within the same timeframe as the original project, which would be by the end of summer, 2015.

If there are any questions, or if more information is needed, please contact my Borough Administrator, Eric Maurer, at 973-427-1168.

Sincerely,

  
Richard S. Goldberg  
Mayor

Enclosure



**BOSWELL McCLAVE ENGINEERING**  
**330 PHILLIPS AVENUE, SOUTH HACKENSACK, NJ 07606**  
**P. 201-641-0770 | F. 201-641-1831**  
**PRELIMINARY ENGINEER'S ESTIMATE**

Project: 2015 CDBG Application  
 Location: Schoon Avenue and Vincent Street, Borough of Hawthorne  
 Passaic County, New Jersey

Date: 7/2/2014

**Schoon Avenue**

Item No.	Description	Unit	Total Quantity	Unit Cost	Total Amount
1	Breakaway Barricade	Unit	10	\$ 80.00	\$ 800.00
2	Drum	Unit	20	\$ 60.00	\$ 1,200.00
3	Traffic Cone	Unit	50	\$ 25.00	\$ 1,250.00
4	Construction Signs	S.F.	150	\$ 20.00	\$ 3,000.00
5	Allowance for Police Traffic Directors	Allow.	Allow.	\$ 5,000.00	\$ 5,000.00
6	Asphalt Price Adjustment	L.S.	1	\$ 100.00	\$ 100.00
7	Fuel Price Adjustment	L.S.	1	\$ 100.00	\$ 100.00
8	HMA Milling, 3" or Less	S.Y.	1,750	\$ 3.50	\$ 6,125.00
9	Hot Mix Asphalt Pavement Repair	S.Y.	50	\$ 35.00	\$ 1,750.00
10	Hot Mix Asphalt 12.5M64 Surface Course	Ton	260	\$ 80.00	\$ 20,800.00
11	Reset Existing Casting	Unit	6	\$ 300.00	\$ 1,800.00
12	Curb Piece	Unit	2	\$ 300.00	\$ 600.00
13	Inlet, Type A	Unit	2	\$ 2,500.00	\$ 5,000.00
14	Concrete Sidewalk, Reinforced, 6" Thick	S.Y.	60	\$ 70.00	\$ 4,200.00
15	Detectable Warning Surface	S.Y.	3.6	\$ 250.00	\$ 900.00
16	9" x 18" Concrete Vertical Curb	L.F.	600	\$ 30.00	\$ 18,000.00
17	9" x 20" Concrete Vertical Curb	L.F.	80	\$ 30.00	\$ 2,400.00
18	Traffic Markings, Thermoplastic	S.F.	85	\$ 5.00	\$ 425.00
19	Tree Removal, Over 36"	Unit	4	\$ 2,000.00	\$ 8,000.00
20	Regulatory and Warning Sign	S.F.	50	\$ 50.00	\$ 2,500.00
Subtotal					\$ 83,950.00
Construction Total:					\$ 84,000.00
Engineering + Construction Inspection:					\$ 16,800.00
\$ - \$ - \$ - \$ - \$ -					\$ 100,800.00

Introduced on: December 9, 2014  
 Adopted on: December 9, 2014  
 Official Resolution#: R20140967

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
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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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO JOSHUA D. MACKOFF LLC, TO PREPARE AN APPRAISAL FOR A FARM PRESERVATION EASEMENT AT THE PAPPAS FARM LOCATED IN WEST MILFORD, 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

<b>Official Resolution#</b>	<b>R20140968</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-36						
CAF #	T-16-56-850-003-DPM						
Purchase Req. #	TBD						
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO JOSHUA D. MACKOFF LLC, TO PREPARE AN APPRAISAL FOR A FARM PRESERVATION EASEMENT AT THE PAPPAS FARM LOCATED IN WEST MILFORD**

**WHEREAS** the Passaic County Agricultural Development Board ("CADB") has recommended that the County retain professional appraisal consultants to prepare reports in connection with the application of the Pappas Farm, located at 1566 Union Valley Road in the Township of West Milford; and

**WHEREAS** the firm of Joshua D. Mackoff, LLC has submitted a proposal dated November 21, 2014 to prepare one of the necessary appraisals, for a flat fee of \$2,000.00, a copy of said proposal is attached hereto and made a part hereof; 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** the Freeholder Planning and Economic Development Committee considered this matter at its meeting of December 3, 2014 and recommended this resolution to the full Board for approval; 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 Joshua D. Mackoff LLC hereby be awarded a contract for Professional

Appraisal Services, 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.

JRS/meg

Dated: December 9, 2014

Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140968


CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$2,000.00

APPROPRIATION: T-16-56-850-003-DPM

PURPOSE: To award a contract to Joshua D. Mackoff LLC to prepare an appraisal for a farm preservation easement at the Pappas Farm in West Milford.

  
Michael Katz, County Treasurer

DATED: December 9, 2014



## COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. NAME OF REQUESTER & Tel #: Jason Simmons 973-569-4045

2. DESCRIPTION OF RESOLUTION (PLEASE BE AS SPECIFIC AS POSSIBLE)

Resolution to approve the hire of Joshua D. Mackoff, LLC, a state certified appraiser to prepare an appraisal for a farmland preservation easement on the Pappas Farm in West Milford.

3. CERTIFICATION INFORMATION:

AMOUNT OF EXPENDITURE: \$2,000

BUDGET ACCOUNT #: T-16-56-850-003-DPM

(Open Space Trust Fund Administrative Discretionary)

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 ON 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

12/3/2014

Health, Human Services & Community Affairs

\_\_\_\_\_

Law & Public Safety

\_\_\_\_\_

Energy & Sustainability

\_\_\_\_\_

Other(s) Specify: \_\_\_\_\_

\_\_\_\_\_

4. DISTRIBUTION LIST:

Administration

Finance

Counsel

Clerk to Board

Other(s) Specify: \_\_\_\_\_

**Joshua D. Mackoff, LLC**  
State Certified General Real Estate Appraiser  
44 Maple Avenue  
Morristown, NJ 07960  
973-539-0406  
[jmackoff1@aol.com](mailto:jmackoff1@aol.com)

November 21, 2014

Jason Simmons  
CADB Administrator  
Passaic County Agriculture Development Board  
930 Riverview Drive, Suite 250  
Totowa, NJ 07512

**Re: Proposal for Valuation Services**  
**Pappas Farm**  
**Block 6401– Lot 7**  
**1566 Union Valley road**  
**Township of West Milford**  
**Passaic County, NJ**

Dear Mr. Simmons:

Thank you very much for the opportunity to submit this proposal for valuation services with regard to the above referenced property. It is my understanding that the purpose of the appraisal will be to provide the market value of a proposed farm preservation easement to be placed on the property complying with New Jersey State Agriculture Development Committee standards and regulations.

**PROPERTY IDENTIFICATION**

The property to be appraised consists of the tax lot listed above, totaling approximately 41 acres in area including improvements.

**PROPERTY TYPE**

The property is an existing equestrian facility consisting of improvements and land.

**INTEREST TO BE VALUED**

Fee simple estate.

Passaic County Agriculture Development Board

November 21, 2014

Page 2

**INTENDED USERS**

Passaic County Board of Chosen Freeholders, Passaic County Agriculture Development Board and other interested parties.

**INTENDED USE**

As stated, for potential "partial taking" of development rights by Passaic County under Farm Preservation guidelines.

**TYPE OF VALUE**

"As is" market value of the property rights to be "taken".

**DATE OF VALUE**

Current

**HYPOTHETICAL CONDITIONS/EXTRAORDINARY ASSUMPTIONS**

It is assumed that certain assumptions as to the pre-Highland's development potential of the property will have to be made.

**APPLICABLE REQUIREMENTS OTHER THAN UNIFORM STANDARDS OF PROFESSIONAL APPRAISAL PRACTICE (USPAP)**

The appraisal will conform to current New Jersey State Agriculture Development Committee requirements and guidelines.

Passaic County Agriculture Development Board  
November 21, 2014  
Page 3

**ANTICIPATED SCOPE OF WORK**

Site Visit  
Market Analysis  
Sales Comparison Approach  
Conclusion of Value

In addition, because the property is located within the Highland's Preservation Area the appraisal will reflect two values:

- 1) As of the date of valuation and subject to Highland's regulations, current zoning and storm water management rules in place, and
- 2) As of the date of valuation and subject to zoning in place as of January 1, 2004, and prior to enactment of the Highland's act and current storm water management rules that were adopted in February of 2004.

**APPRAISAL REPORT**

The report will be an Appraisal Report in narrative form compliant with the Uniform Standards of Professional Appraisal Practice (USPAP).

**DELIVERY DATE AND DELIVERIES**

When complete the Appraiser will deliver three original copies of the appraisal plus an electronic file (PDF) by the date to be agreed upon in conjunction with this Agreement.

**CONFIDENTIALITY**

I shall not provide a copy of the written Appraisal Report to, or disclose the results of the appraisal prepared in accordance with this Agreement with any party other than Client, unless Client authorizes; except as stipulated in the Confidentiality Section of the Ethics Rules of the Uniform Standards of Professional Appraisal Practice (USPAP).

**CHANGES TO AGREEMENT**

Any changes to the assignment as outlined in this Agreement shall necessitate a new Agreement. The identity of the client, intended users, or intended use; the date of value; type of value; or property appraised cannot be changed without a new Agreement.

Passaic County Agriculture Development Board

November 21, 2014

Page 4

**NO THIRD PARTY BENEFICIARIES**

Nothing in this Agreement shall create a contractual relationship between the Appraiser or the Client and any third party, or any cause of action in favor of any third party. This Agreement shall not be construed to render any person or entity a third party beneficiary of this Agreement, including, but not limited to any third parties identified herein.

**TESTIMONY AT COURT OR OTHER PROCEEDINGS**

Unless otherwise stated in this Agreement, Client agrees that Appraiser's assignment pursuant to this Agreement shall not include the Appraiser's participation in or preparation for, whether voluntarily or pursuant to subpoena, any oral or written discovery, sworn testimony in a judicial, arbitration or administrative proceeding, or attendance at any judicial, arbitration, or administrative proceeding relating to this assignment.

**APPRAISER INDEPENDENCE**

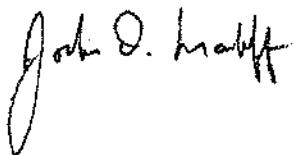
Appraiser cannot agree to provide a value opinion that is contingent on a predetermined amount. Appraiser cannot guarantee the outcome of the assignment in advance. Appraiser cannot insure that the opinion of value developed as a result of this Assignment will serve to facilitate any specific objective by Client or others or advance any particular cause. Appraiser's opinion of value will be developed competently and with independence, impartiality and objectivity.

**APPRAISAL FEE**

\$2,000

Thank you for considering me for this assignment, and I look forward to working with you and Passaic County once again.

Very Truly Yours,



Joshua D. Mackoff  
SCGREALic. No. RG 01983

<b>PROFESSIONAL QUALIFICATIONS OF JOSHUA D. MACKOFF State Certified General Real Estate Appraiser</b>	
<p>Actively engaged in a wide range of commercial, industrial and residential, appraisal assignments. Property types appraised include retail , office and industrial buildings; estate properties; subdivision and land development analysis; financial analysis; land conservation and preservation; easements; and all types of vacant land.</p> <p>Experience in testimony before NJ Superior Court, Matrimonial Court, Municipal Planning Boards and Boards of Adjustment; as well as financial analysis and presentation.</p>	
<b>EXPERIENCE</b>	<p>2008 – Present – Independent Fee Appraiser</p> <p>1998-2008 Integra Realty Resources - Senior Appraiser</p> <p>1994-1998 Matrix Development Corp. – Senior Real Estate Analyst and Development Project Manager</p> <p>1988-1993 Lamar Companies - VP and Senior Asset Manager.</p>
<b>PROFESSIONAL LICENSES, MEMBERSHIPS AND CERTIFICAITONS</b>	<p>Licensed: New Jersey State Certified General Appraiser - #RG-001983</p> <p>Licensed: New Jersey Real Estate Salesperson</p> <p>Associate Member of The Appraisal Institute</p> <p>Certified for Uniform Appraisal Standards for Federal Land Acquisitions ("Yellow Book").</p> <p>Certified by State of New Jersey for Department of Environmental Protection and State Agricultural Development Commission appraisal work.</p>
<b>EDUCATION</b>	<p>New York University, School of Continuing Ed., New York, NY Building Construction Management Program , 1986</p> <p>Dartmouth College, Hanover, New Hampshire B.A. 1981.</p>

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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)

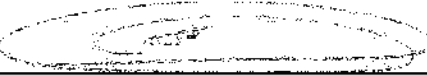
Date: Dec 09, 2014 - 5:30 PM

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

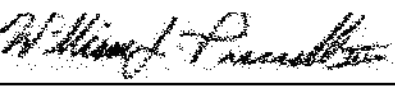
Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO LANDMARK I APPRAISAL, LLC, TO PREPARE AN APPRAISAL FOR A FARM PRESERVATION EASEMENT AT THE PAPPAS FARM LOCATED IN WEST MILFORD, ALL AS NOTED IN THE RESOLUTION

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

<b>Official Resolution#</b>	<b>R20140969</b>						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-37						
CAF #	T-16-56-850-003-DPM						
Purchase Req. #	TBD						
Result	Adopted						
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO LANDMARK I APPRAISAL, LLC, TO PREPARE AN APPRAISAL FOR A FARM PRESERVATION EASEMENT AT THE PAPPAS FARM LOCATED IN WEST MILFORD**

**WHEREAS** the Passaic County Agricultural Development Board ("CADB") has recommended that the County retain professional appraisal consultants to prepare reports in connection with the application of the Pappas Farm, located at 1566 Union Valley Road in the Township of West Milford; and

**WHEREAS** the CADB has identified a property commonly known The Pappas Farm in the township of West Milford as one such desirable acquisition for a farmland preservation easement; and

**WHEREAS** in the course of considering this tract for acquisition, the Board of Chosen Freeholders (the "Board") is desirous of obtaining two (2) appraisals of the property; and

**WHEREAS** Landmark I Appraisal, LLC has submitted a proposal dated November 25 2014 to prepare one of the necessary appraisals for a flat fee of \$3,150.00, (copy attached); 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** the Freeholder Planning and Economic Development Committee considered this matter at its meeting of December 3, 2014 and recommended this resolution to the full Board for approval; 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 Lamdmark I Appraisal LLC hereby be awarded a contract for Professional Appraisal Services, 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.

JRS/meg

Dated: December 9, 2014

Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140969

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$3,150.00

APPROPRIATION: T-16-56-850-003-DPM

PURPOSE: To award a contract to Landmark I Appraisal, LLC to prepare an appraisal for a farm preservation easement at the Pappas Farm in West Milford.

  
Michael Katz, County Treasurer

DATED: December 9, 2014

## COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. NAME OF REQUESTER & Tel #: Jason Simmons 973-569-4045

2. DESCRIPTION OF RESOLUTION (PLEASE BE AS SPECIFIC AS POSSIBLE)

Resolution to approve the hire of Landmark I Appraisal LLC, a state certified appraiser to prepare an appraisal for a farmland preservation easement on the Pappas Farm in West Milford.

3. CERTIFICATION INFORMATION:

AMOUNT OF EXPENDITURE: \$3,150

BUDGET ACCOUNT #: T-16-56-850-003-DPM

(Open Space Trust Fund Administrative Discretionary)

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 ON 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

12/3/2014

Health, Human Services & Community Affairs

\_\_\_\_\_

Law & Public Safety

\_\_\_\_\_

Energy & Sustainability

\_\_\_\_\_

Other(s) Specify: \_\_\_\_\_

\_\_\_\_\_

4. DISTRIBUTION LIST:

Administration

Finance

Counsel

Clerk to Board

Other(s) Specify: \_\_\_\_\_

# LANDMARK I APPRAISAL, LLC

---

ROBERT G. COOPER SRA, JR, CTA, SGREA

555 EAST MAIN STREET, PO BOX 121  
CHESTER, NEW JERSEY 07930

PHONE (908) 879-2424  
FAX (908) 879-8014  
Landmark555@hotmail.com

November 25, 2014

Passaic County Agriculture Development Board  
Planning Department  
Attn: Jason Simmons  
Senior Environmental Planner

## Sent Via Electronic Only

Re: Development Easement Appraisal of Real Estate  
Nickolas Pappas North Bergen Farm, Block 6401 Lot 7 - 40 acres net  
West Milford Township, Passaic County, New Jersey

Dear Mr. Simmons:

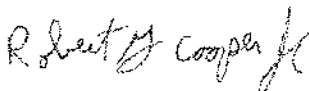
In response to your request for an appraisal fee quote, I am willing to perform a Complete Self Contained Appraisal on the above mentioned property for a fee of \$3,150. Completion time will be within 30-45 days from date of authorization.

The scope of the assignment, pursuant to Client request, is to perform a complete appraisal of the subject property to estimate, in terms of cash or its equivalent, the market value of development rights associated with the subject properties "as is". The structure for evaluating these rights is established by restrictions promulgated by the New Jersey Agricultural Retention and Development Program. The function ("use") of the appraisal is to assist the Client with its consideration of acquiring development rights associated with the subject lands. The property rights to be acquired are identified as a development easement (per "Acquisition of development Easement", N.J.A.C.2:76-10) encumbering the subject fee simple estate as held by current owners.

The appraisal will be prepared pursuant to the instructions and formatted according to the latest New Jersey Farmland Preservation Program Appraiser Handbook standards.

Thank you for the opportunity to submit this proposal.

Respectfully submitted,



---

ROBERT G. COOPER, JR, CTA  
SCGREA # RG01129  
NJAR&DP Certified Appraiser  
Federal ID #223-774-178

Introduced on: December 9, 2014  
Adopted on: December 9, 2014  
Official Resolution#: R20140969

## Summary

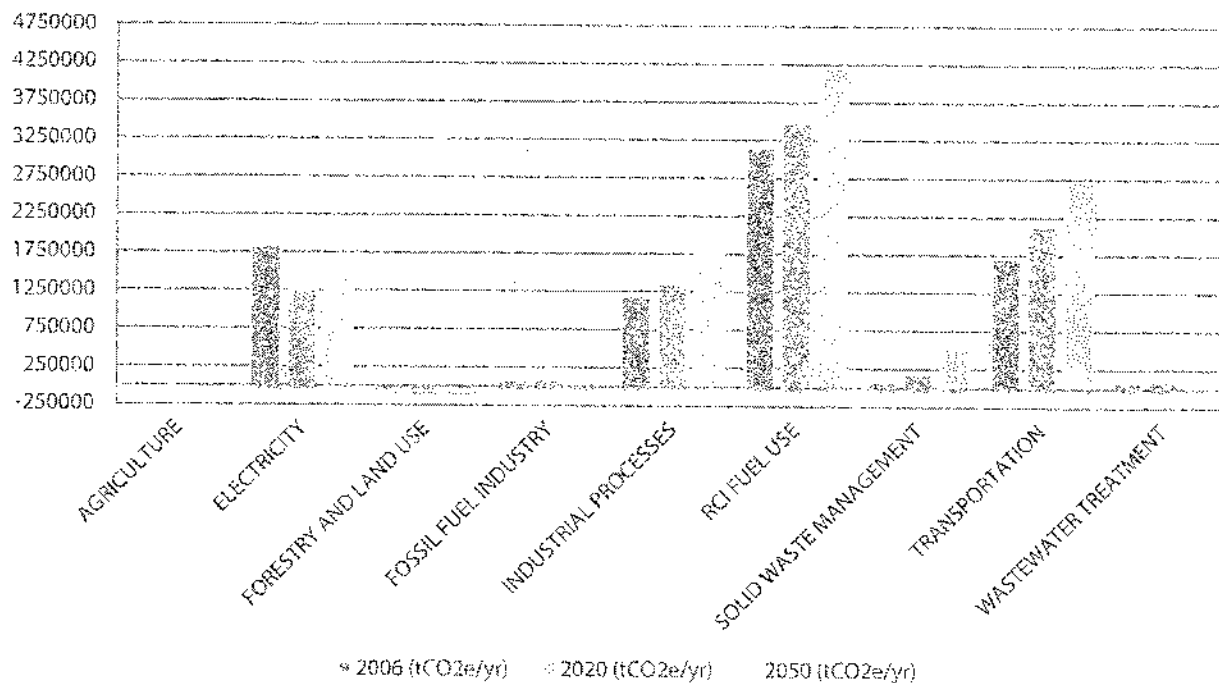
### Briefly explain why your organization is requesting a grant:

The County of Passaic suffers from many environmental issues such as flooding from the Passaic and its tributaries, water contamination from nonpoint source pollution, and from the heat island effect in our large developed urban areas. With a grant from the Environmental Endowment for New Jersey, Inc the County will make significant gains towards these three problem areas which will result in additional community benefits.

Stormwater management is among the highest priorities of Passaic County. In September 2014 the County passed a resolution to form a CRS user group and created a policy to assist municipalities further their CRS classification. The County has incorporated Green Street design guidelines into our Transportation Element of our Master Plan, developed a watershed management plan, distributed hundreds of rainbarrels, built rain gardens and many other efforts that seek to address stormwater issues. Why has the County gone to such great effort and continue to pursue additional measures? Because the need is enormous. Passaic County has five municipalities that have 100+ properties with repetitive flood claims. According to the State, residents of Wayne Township have suffered 762 repetitive losses due to flooding over the past three and half decades, more than any other municipality in the New Jersey. As a result of flooding in Wayne, Pompton Lakes and Little Falls, Passaic County leads the pack in severe repetitive flood losses.

All of New Jersey, including Passaic County, is in the 8-hour Ozone Nonattainment Area. Passaic County is also considered a nonattainment area for PM2.5 and is considered a maintenance area for carbon monoxide. The American Lung Association rated Passaic County a "D" in their 2012 *State of Air report*. With that said there have been large gains in air quality throughout New Jersey. Passaic County has seen a decrease in emissions in the past decade, but this is largely due to the struggling economy which has up ticked in recent years. For instance, emissions from one factory, Royal Adhesives and Sealants, in Wayne have doubled in the past year according to their environmental health and safety officer. Passaic County has come a long way but still has room for improvement in regards to air pollution. Passaic County ranks 10<sup>th</sup> in the state with 18,724 tons of VOC emissions, 11<sup>th</sup> in Carbon Monoxide emissions, and 12<sup>th</sup> in Nitrogen Oxide emissions.

## Inventory (2006) and Forecast (2020, 2050) of Passaic County Greenhouse Gas Emissions by Sector



Passaic County's combined greenhouse gas emissions are forecast to increase from 8.1 mmt gross CO<sub>2</sub>e in 2006 to 8.5 mmt gross CO<sub>2</sub>e in 2020 (4.8%), and 10.9 mmt gross CO<sub>2</sub>e in 2050 (25.7%). While combined greenhouse gas emissions generated by electricity are predicted to decrease by 19.1 percent by 2050, greenhouse gas emissions associated with industrial processes, residential, commercial and industrial (RCI) fuel use, and transportation sectors are all predicted to increase. RCI fuel use will remain as the County's greatest source of greenhouse gas emissions, contributing 4.2 mmt CO<sub>2</sub>e in 2050. However, the greatest increase in emissions will be from the transportation sector, which is predicted to grow by 36.9 percent by 2050.

The County hopes to combat the many environmental threats that face our residents as well as our visitors. One way the County is seeking to do this is by strategically planting 500 trees around homes for summer shade or winter windbreaks which can save home owners up to 20% on their energy bill. That doesn't even include the other community benefits: carbon sequestration, improved air quality, and stormwater runoff retention. By partnering with the ArborDay Foundation and their Energy-Saving Trees program, Passaic County can offer these benefits to all County residents.

### **What outcomes you hope to achieve, and how you will spend the funds if a grant is made.**

Passaic County is looking to partner with the Arbor Day Foundation, Davey Tree Company, and the US Forest Service through the Energy Saving Tree program. Trees can be provided for as

little as \$20-\$30 per tree. Homeowners reserve their tree through an online system, part of that online system lets residents utilize a tool which allows each participate to put in their address that maps their house. Then using a tree icon they can determine the area around the property which yields the greatest energy saving. Through this partnership the Arbor Day foundation will also provide customer support as well as templates for a marking program including social media, press releases, and newspaper articles.

With a \$15,000 grant, Passaic County could provide approximately 500 trees to residents yielding the benefits outlined in the table below:

	Ave per Tree	400 Trees
Energy Benefits Kwh Cumulative Year 20	2083	1,041,500
Energy Benefits Therm Cumulative Year 20	45	22,500
Stormwater Runoff Gallons Cumulative Year 20	20607	10,303,500
Carbon Benefits Lbs Cumulative Year 20	4115	2,057,500
Air Pollutants Lbs Cumulative Year 20	15	7,500

The above table outlines the average benefits per tree over 20 years. The assumptions that were made are based off using a similar mix of species to those used in other parts of the State via saplings in a direct delivery method with a diameter of .25". These numbers would change if we decided to do a larger tree model that allows residents to pick the tree up locally rather than through direct mailing.

**Include a brief summary of the organization's history, mission and goals.**

Use County documents such as the Energy and Sustainability Master Plan element and other relevant documentation.



## Purpose of Grant

Describe the program for which you seek funding. You must specify the municipalities that will benefit from the project. List the strategies you will employ to implement your project and include the timetable for implementation.

Passaic County is seeking \$15,000 in funding through the Traditional Grant. All sixteen municipalities will be served if this proposal is awarded funding. The sixteen municipalities are as followed: List municipalities.

Passaic County will implement this proposal in partnership with the Arbor Day Foundation.

1. Reduce Stormwater Flow: The project will reduce stormwater flow through the reduction of impervious surfaces and planting of new trees which will promote infiltration and peak flow attenuation. By reducing the stormwater flow, the water runoff from storms will contain less pollution and contaminants, thereby improving water quality in the Passaic River and its tributaries.
2. Improve Water Quality: The project will reduce pollution-generating impervious surfaces by retaining trees and removing pollutants through settling, filtration, infiltration and plant uptake;
3. Reduce Urban Heat Island Effect: The project will decrease low albedo surface areas and augment vegetative cover, which will lessen the amount of radiation absorbed by the surface, decrease ambient air temperature, and lower energy demands needed to cool urban areas.

## Evaluation

Explain how you will measure the effectiveness of your activities. Describe your criteria for a successful program and the results you expect to have achieved by the end of the funding period.

The main criteria that will be used to determine if the Energy Saving Tree program was effective are if all of the trees are requested by residents. The secondary means of measuring the effectiveness of this program will be through a follow up survey to determine how many of the trees have survived after the first year. Based on survival rates we will be able to determine the quantitative benefits as they relate to stormwater, energy savings, and air quality. If the program is successful and well received the County will consider setting up an annual program using County funds to match and/or setting up a process for sponsors to contribute to the program.

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING A GRANT APPLICATION TO THE ENVIRONMENTAL ENDOWMENT FOR NEW JERSEY, INC. GRANT PROGRAM, FOR IMPLEMENTATION OF AN ENERGY SAVING TREE PROGRAM IN PARTNERSHIP WITH THE ARBOR DAY FOUNDATION, 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#		R20140970						
Meeting Date		12/09/2014						
Introduced Date		12/09/2014						
Adopted Date		12/09/2014						
Agenda Item		k-38						
CAF #								
Purchase Req. #								
Result		Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	
Lepore	✓				✓			
Best Jr	✓				✓			
Bartlett	✓				✓			
Cotroneo	✓			✓	✓			
Duffy	✓				✓			
James	✓		✓		✓			
Lora	✓				✓			

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING A GRANT APPLICATION TO THE ENVIRONMENTAL ENDOWMENT FOR NEW JERSEY, INC. GRANT PROGRAM, FOR IMPLEMENTATION OF AN ENERGY SAVING TREE PROGRAM IN PARTNERSHIP WITH THE ARBOR DAY FOUNDATION**

**WHEREAS**, The Environmental Endowment for New Jersey, Inc., Grant Program provides funds to support local, regional or statewide environmental projects that will have direct benefit in or near the tidally-related New York/New Jersey Harbor Complex, including the Hackensack, Raritan and Passaic watersheds; and

**WHEREAS**, the County of Passaic wishes to submit a grant application and execute a grant contract with the Environmental Endowment For New Jersey, Inc., a non-profit 501(c)(3), in the amount of \$15,000.00, to implement an Energy Saving Tree program, in partnership with the Arbor Day Foundation, a non-profit 501 (c)(3); and

**WHEREAS**, the grant funds will be used to provide up to 500 trees for residents of Passaic County to strategically plant to save energy, reduce storm water and combat air pollution; and

**WHEREAS**, the grant application will result in a collaborative effort between the County of Passaic and the Arbor Day Foundation; and

**WHEREAS**, this matter was discussed at the Freeholders Planning and Economic Development Committee of December 3, 2014 and recommended to the full Board for approval;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the Passaic County Department of Planning and Economic Development to submit a grant application to Environmental

Endowment For New Jersey, Inc. Grant Program for the above stated project; and

**BE IT FURTHER RESOLVED** that the Director and Clerk to the Board are hereby authorized to execute the grant agreement and any and all necessary documents on behalf of the County of Passaic and that their signature constitutes acceptance of the terms and conditions of the Grant Agreement; and

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution shall be provided for submission to the Environmental Endowment For New Jersey, Inc. Grant Program with the Grant Application.

Dated: December 9, 2014

## COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. NAME OF REQUESTER & Tel #: Jason Simmons 973-569-4045

2. DESCRIPTION OF RESOLUTION (PLEASE BE AS SPECIFIC AS POSSIBLE)

Resolution to authorize the Department of Planning to apply for the 2015 Environmental Endowment for New Jersey, Inc Traditional Grant in the amount of \$15,000. The grant proposal is to fund up to 500 trees to distributed to County residents in partnership with the Arbor Day Foundation.

3. CERTIFICATION INFORMATION:

AMOUNT OF EXPENDITURE: \$0\_

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 ON 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>12/3/2014</u>
<input type="checkbox"/> Health, Human Services & Community Affairs	_____
<input type="checkbox"/> Law & Public Safety	_____
<input type="checkbox"/> Energy & Sustainability	_____
<input type="checkbox"/> Other(s) Specify: _____	_____

4. DISTRIBUTION LIST:

Administration

Finance

Counsel

Clerk to Board

Other(s) Specify: \_\_\_\_\_



## County of Passaic

Department of Planning & Economic Development  
930 Riverview Drive, Suite 250  
Totowa, New Jersey 07512

[www.passaiccountynj.org](http://www.passaiccountynj.org)

MICHAEL LA PLACE AICP, PP  
*Director*

(973) 569-4040  
(973) 812-3450 fax

### MEMORANDUM

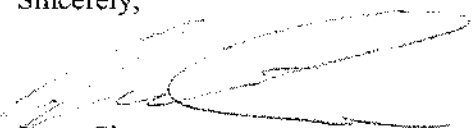
TO: Freeholder Planning and Economic Development Committee  
CC: Michael La Place, Director of Planning & Economic Development  
FROM: Jason Simmons, Senior Environmental Planner  
DATE: 11-26-2014

**Re: Passaic County Energy-Saving Tree initiative**

The Department of Planning is requesting authorization to apply to the 2015 Traditional Grant which is offered through the Environmental Endowment for New Jersey, Inc.

The County of Passaic suffers from many environmental issues such as flooding from the Passaic and its tributaries, water contamination from nonpoint source pollution, and from the heat island effect in our large developed urban areas. With a grant from the Environmental Endowment for New Jersey, Inc the County will make significant gains towards these three problem areas by planting 500 trees which will result in further community benefits.

Sincerely,

  
Jason Simmons

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING FUNDING IN THE AMOUNT OF \$8,860.00 FOR PAYMENT TO VACKER INC., FROM DISCRETIONARY PORTION OF THE OPEN SPACE, RECREATION, FARMLAND AND HISTORIC TRUST FUND, FOR THE PURCHASE OF KIOSKS AND PANELS TO BE INSTALLED THROUGHOUT THE PASSAIC COUNTY PARKS SYSTEM, 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#	R20140971						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-39						
CAF #	T-16-56-850-003-DPM						
Purchase Req. #	TBD						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING FUNDING IN THE AMOUNT OF \$8,860.00 FOR PAYMENT TO VACKER INC., FROM DISCRETIONARY PORTION OF THE OPEN SPACE, RECREATION, FARMLAND AND HISTORIC TRUST FUND, FOR THE PURCHASE OF KIOSKS AND PANELS TO BE INSTALLED THROUGHOUT THE PASSAIC COUNTY PARKS SYSTEM**

**WHEREAS**, the Passaic County Department of Planning and Economic Development has had discussions with various partners and per recommendations of the County Parks, Recreations and Open Space Plan, is requesting to design, purchase, and install thirteen interpretive kiosks throughout the County Park system; and

**WHEREAS**, The Planning Department in partnership with the Parks Department, the NY/NJ Trails Conference and other stakeholders will develop the content and design of each panel to be site specific; and

**WHEREAS**, the panels are 24"x36" and will contain trail maps, historical information, and other relevant information as needed; and

**WHEREAS**, the goal is to make the parks more accessible by providing maps of trail routes and other park amenities as well as highlighting the historical significance of the Passaic County Board of Chosen Freeholders' park system; and

**WHEREAS**, currently we do not have any means of communicating with visitors at our parks to guide them as they try and navigate our trail system nor do we have anything in the field that visitors can access to learn about our rich history; and

**WHEREAS**, the Department of Planning is requesting



an expenditure in the amount of \$8,860.00 for payment to Vacker, Inc., from the Discretionary Portion of the Open Space, Recreation, Farmland and Historic Trust Fund, for the purchase of the kiosks and panels (see attached): and

**WHEREAS**, this matter was reviewed by the Freeholder Planning and Economic Development Committee, at its December 3, 2014 meeting and recommended to the full Board for approval; and

**WHEREAS**, a certification is attached hereto to reflect the availability of funds;

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes an expenditure in the amount of \$8,860.00 for payment to Vacker, Inc., from the Passaic County Open Space Trust Funds Discretionary Account, for the purposes set forth above; and

**BE IT FURTHER RESOLVED**, that the Freeholder Board of the County of Passaic hereby approves the request to purchase thirteen kiosks with interpretive panels for the above stated project.

JRS:mcg

Dated: December 9, 2014

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$8,860.00

APPROPRIATION: T-16-56-850-003-DPM

PURPOSE: To award a contract to Vacker, Inc. for the purchase of Kiosks and Panels to be installed throughout the Passaic County Parks System.

  
Michael Katz, County Treasurer

DATED: December 9, 2014

## COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. NAME OF REQUESTER & Tel #: Jason Simmons 973-569-4045

2. DESCRIPTION OF RESOLUTION (PLEASE BE AS SPECIFIC AS POSSIBLE)

Resolution to authorize the Department of Planning to purchase thirteen kiosks with UV protective panels to be installed at key locations throughout the County Park system. The goal is to make the parks more accessible by providing maps of trail routes and other park amenities as well as highlighting the historical significance of our park system.

3. CERTIFICATION INFORMATION:

AMOUNT OF EXPENDITURE: \$8,860

BUDGET ACCOUNT #: OSTF Discretionary acct: T-16-56-850-003-DPM

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 ON 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

12/3/2014

Health, Human Services & Community Affairs

\_\_\_\_\_

Law & Public Safety

\_\_\_\_\_

Energy & Sustainability

\_\_\_\_\_

Other(s) Specify: \_\_\_\_\_

\_\_\_\_\_

4. DISTRIBUTION LIST:

Administration

Finance

Counsel

Clerk to Board

Other(s) Specify: \_\_\_\_\_



**SIGNS FOR PARKS & TRAILS**

948 Sherren St. W., Roseville, MN 55113  
 Phone: 651.487.3100 Fax: 651.487-0304  
 www.vackersign.com

**Proposal**

Proposal D...	Proposal #:
10/31/2014	852

Ship To \_\_\_\_\_

Bill To: \_\_\_\_\_

Passaic County  
 Accounts payable  
 930 Riverview Drive  
 Suite 250  
 Totowa, NJ 07512

Project: \_\_\_\_\_

\_\_\_\_\_

Description	Quantity	Cost	Total
24"x36" Standard frame with posts (2) and plate for in ground installation, 45 degree angle mount, standard black texture powder coat.	13	515.00	6,695.00
24"x36" Tuff panel (Premium graphic marking film / Tough Cover protective overlamine combination applied to .125" polymetal) output from client prepared file	13	120.00	1,560.00
Packing and shipping costs	1	605.00	605.00
Sales Tax			0.00

**Total** \$8,860.00

Accepted by: \_\_\_\_\_ Date \_\_\_\_\_ P.O. number \_\_\_\_\_

Card type: Visa MC Discover Name of card \_\_\_\_\_

Introduced on: December 9, 2014

Adopted on: December 9, 2014

Official Resolution#: R20140971 \_\_\_\_\_

Exp. date \_\_\_\_\_



## County of Passaic

Department of Planning & Economic Development  
930 Riverview Drive, Suite 250  
Totowa, New Jersey 07512

[www.passaiccountynj.org](http://www.passaiccountynj.org)

MICHAEL LA PLACE AICP, PP  
*Director*

(973) 569-4040  
(973) 812-3450 fax

### MEMORANDUM

TO: Freeholder Planning and Economic Development Committee  
CC: Michael La Place, Director of Planning & Economic Development  
FROM: Jason Simmons, Senior Environmental Planner  
DATE: 11-26-2014

**Re: Passaic County Park Development – Trail Head Kiosks**

The Department of Planning is requesting \$8,860 from the Discretionary Portion of the Open Space, Recreation, Farmland and Historic Trust Fund to purchase thirteen (13) kiosks with UV protective panels to be installed at key locations throughout the County Park system. The Planning Department in partnership with the Parks Department, the NY/NJ Trails Conference and other stakeholders will develop the content and design of each panel to be site specific. The panels are 24"x36" and will contain trail maps, historical information, and other relevant information as needed.

The goal is to make the parks more accessible by providing maps of trail routes and other park amenities as well as highlighting the historical significance of our park system. Currently we do not have any means of communicating with visitors at our parks to guide them as they try and navigate our trail system nor do we have anything in the field that visitors can access to learn about our rich history.

These thirteen kiosks with interpretive panels can serve as a first step to a larger wayfinding and information program which will ultimately enhance the visitor experience and showcase our assets.

Sincerely,

Jason Simmons

Example: Recently Installed at Pompton Aquatic Park



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
John W. Bartlett  
Ronda Casson Cotroneo  
Terry Duffy  
Bruce James  
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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING A GRANT APPLICATION TO THE NATIONAL ENDOWMENT FOR THE ARTS (NEA) OUR TOWN GRANT PROGRAM IN THE AMOUNT OF \$50,000.00, WITH A 50% (\$25,000.00) COUNTY MATCH, FOR A PLACE-MAKING PLAN THAT WILL IDENTIFY PROJECTS, WHICH WILL PROVIDE VISUAL IMPROVEMENTS ALONG SCENIC AND HISTORIC BYWAYS THROUGHOUT PASSAIC COUNTY, 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

<b>Official Resolution#</b>		<b>R20140972</b>					
Meeting Date		12/09/2014					
Introduced Date		12/09/2014					
Adopted Date		12/09/2014					
Agenda Item		k-40					
CAF #							
Purchase Req. #							
Result		Adopted					
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION AUTHORIZING A GRANT APPLICATION TO THE NATIONAL ENDOWMENT FOR THE ARTS (NEA) OUR TOWN GRANT PROGRAM IN THE AMOUNT OF \$50,000.00, WITH A 50% (\$25,000.00) COUNTY MATCH, FOR A PLACE-MAKING PLAN THAT WILL IDENTIFY PROJECTS, WHICH WILL PROVIDE VISUAL IMPROVEMENTS ALONG SCENIC AND HISTORIC BYWAYS THROUGHOUT PASSAIC COUNTY**

**WHEREAS**, The Department of Planning & Economic Development is seeking permission to apply to the National Endowment, for the Arts (NEA) Our town Grant Program, in the amount of \$50,000.00; and

**WHEREAS**, the grant requires a 50% county match, which funds will be provided from the Corridor Enhancement Funds; and

**WHEREAS**, this grant would support Freeholder initiatives to develop a Placemaking Plan that will identify projects, which will provide visual improvements along scenic and historic byways throughout Passaic County; and

**WHEREAS**, this matter was discussed at the Freeholders Planning and Economic Development Committee of December 3, 2014 and recommended to the full Board for approval;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the Passaic County Department of Planning and Economic Development to submit a grant application for \$50,000.00, with a 50% (\$25,000.00) county match, to the National Endowment for the Arts (NEA) Our Town Gran Program; and

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



### COUNTY OF PASSAIC RESOLUTION REQUEST FORM

1. NAME OF REQUESTER & Tel #: Michael Lysicatos, 973.569.4047

2. DESCRIPTION OF RESOLUTION (PLEASE BE AS SPECIFIC AS POSSIBLE)

Request to submit an application to the National Endowment for the Arts (NEA) Our Town Grant Program in the amount of \$50,000.00 to apply for a Placemaking Plan that will identify projects that will provide visual improvements along scenic and historic byways throughout Passaic County. The grant requires a 50% match of \$25,000.00

*Committee  
for  
Historic  
Preservation  
Fund*

3. CERTIFICATION INFORMATION:

AMOUNT OF EXPENDITURE: \$25,000.

BUDGET ACCOUNT #: T-20-56-880-018-801

*ACC  
to  
Council*

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 ON 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 12/3/2014
- Health, Human Services & Community Affairs \_\_\_\_\_
- Law & Public Safety \_\_\_\_\_
- Energy & Sustainability \_\_\_\_\_
- Other(s) Specify: \_\_\_\_\_

*30/14  
37/14*

4. DISTRIBUTION LIST:

- Administration
- Finance
- Counsel
- Clerk to Board
- Other(s) Specify: \_\_\_\_\_

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Pasquale "Pat" Lepore  
Deputy Director Theodore O. Best, Jr.  
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: Dec 09, 2014 - 5:30 PM

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

Agenda: RESOLUTION OF THE COUNTY OF PASSAIC, NEW JERSEY AUTHORIZING AN EMERGENCY APPROPRIATION PURSUANT TO N.J.S.A. 40A:4-48 TO PROVIDE FOR GROUP HOSPITALIZATION, AND FURTHER AUTHORIZING THE ISSUANCE OF EMERGENCY NOTES TO FUND SUCH EMERGENCY APPROPRIATION, 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

Late Starters

COMMITTEE NAME

Official Resolution#	R20140973						
Meeting Date	12/09/2014						
Introduced Date	12/09/2014						
Adopted Date	12/09/2014						
Agenda Item	k-41						
CAF #							
Purchase Req. #							
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Lepore	✓				✓		
Best Jr	✓				✓		
Bartlett	✓				✓		
Cotroneo	✓			✓	✓		
Duffy	✓				✓		
James	✓		✓		✓		
Lora	✓				✓		

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

Dated: December 10, 2014

**RESOLUTION OF THE COUNTY OF PASSAIC, NEW JERSEY AUTHORIZING AN EMERGENCY APPROPRIATION PURSUANT TO N.J.S.A. 40A:4-48 TO PROVIDE FOR GROUP HOSPITALIZATION, AND FURTHER AUTHORIZING THE ISSUANCE OF EMERGENCY NOTES TO FUND SUCH EMERGENCY APPROPRIATION**

**WHEREAS**, an emergency has arisen requiring the appropriation of funds of the County of Passaic, New Jersey (the "County"), in the amount of \$4,000,000 to provide for the funding of the County's group hospitalization; and

**WHEREAS**, the total amount of emergency appropriations created, including the appropriation to be created by this resolution, is \$4,000,000, and 3% of the total current and utility operating appropriations in the budget for CY 2014 is \$11,574,007; and

**WHEREAS**, the foregoing emergency appropriation, together with prior emergency appropriations, does not exceed 3% of the total operating appropriations (including utility operation appropriations) in the budget for CY 2014.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF PASSAIC, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:**

1. Pursuant to N.J.S.A. 40A:4-48, an emergency appropriation is hereby made in the amount of \$4,000,000 for the funding of the County's group hospitalization. The \$4,000,000 appropriated herein is sufficient to fund the emergency described herein.

2. The emergency appropriation set forth in Section 1 hereof will be provided for in the County's CY 2015 budget.

3. An emergency note not in excess of \$4,000,000 is hereby authorized to be issued pursuant to N.J.S.A. 40A:4-51. Such emergency note may be renewed from time to time (together, the "Emergency Notes"), provided that any such renewals shall be payable on or before December 31, 2015.

4. The Director of Finance and/or Treasurer shall determine all matters in connection with the Emergency Notes, and the Director of Finance's and/or Treasurer's signature upon the Emergency Notes shall be conclusive evidence as to all such determinations. The Emergency Notes shall bear interest at such rate or rates and be in such form as may be determined by the Director of Finance and/or Treasurer. The Director of Finance and/or Treasurer is hereby authorized to sell part or all of the Emergency Notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the

date of delivery thereof. The Director of Finance and/or Treasurer is directed to report in writing to the Board of Chosen Freeholders at the meeting next succeeding the date when any sale or delivery of the Emergency Notes is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the Emergency Notes sold, the price obtained and the name of the purchaser. The Freeholder Director and/or the Director of Finance and/or Treasurer are hereby authorized and directed, without further authorization, to enter into and execute one or more purchase contracts (collectively, the "Purchase Contract") on behalf of the County with the purchaser of the Emergency Notes in form satisfactory to bond counsel to the County to evidence the award and sale of the Emergency Notes to such purchaser. Upon execution of the Purchase Contract, the signature of the Freeholder Director and/or the Director of Finance and/or Treasurer shall be conclusively presumed to evidence any necessary approvals for the sale of the Emergency Notes.

5. The Emergency Notes shall be executed by the manual or facsimile signatures of the Freeholder Director and the Director of Finance and/or Treasurer under the official seal of the County (or facsimile thereof) affixed, printed, engraved or reproduced thereon and attested by the manual signature of the Clerk of the Board of Chosen Freeholders.

6. The Director of Finance and/or Treasurer is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of the Emergency Notes and to execute such disclosure document on behalf of the County. The Director of Finance and/or Treasurer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the County pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the County and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the County fails to comply with its undertaking, the County shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

7. The Freeholder Director, the Director of Finance and/or Treasurer, the Clerk of the Board of Chosen Freeholders and other appropriate representatives of the County are hereby authorized to take all steps necessary to provide for the issuance of the Emergency Notes, including preparing and executing such agreements and documents on behalf of the County, to take all steps necessary or desirable to implement this resolution, and to

enter into and execute all such agreements and documents as may be necessary and appropriate to further the transactions contemplated hereby.

8. Two certified copies of this resolution shall be filed with the Director of the Division of Local Government Services.

9. This resolution shall take effect immediately.

**CERTIFICATION OF DIRECTOR OF FINANCE**

**Purpose of emergency appropriation:** Funding of the County's group hospitalization

**Date(s) of occurrence:**

Have any **contracts** been awarded or purchase orders placed in connection with this emergency appropriation?

IN WITNESS WHEREOF, I have hereunto set my hand as of this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

---

Richard Cahill  
Director of Finance  
County of Passaic

Dated: December 9, 2014