

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara

Deputy Dir. Pasquale "Pat" Lepore

Assad R. Akhter

John W. Bartlett

Theodore O. Best, Jr.

Terry Duffy

Bruce James

401 Grand Street  
Paterson, New Jersey 07505

Tel: 973-881-4402  
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**Anthony J. De Nova III**

*Administrator*

**Matthew P. Jordan, Esq.**

*County Counsel*

**Louis E. Imhof, III, RMC**

*Clerk Of The Board*



## Meeting Venue

Date: Mar 10, 2020 - 5:30 PM

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

- A. Announcement of the Open Public Meeting Law
  
- B. Roll Call:
  - 1. Akhter
  - 2. Bartlett
  - 3. Best
  - 4. Duffy
  - 5. James
  - 6. Deputy Director Lepore
  - 7. Director Lazzara
  
- C. Invocation:
  
- D. Pledge of Allegiance
  
- E. Moment of silence to remember all the men and women who have died while serving in the United States Armed Forces
  
- F. Approval of Minutes: February 25, 2020
  
- G. Approval of Proclamation:

1. The Passaic County Board of Chosen Freeholders wishes to recognize Chief Eileen Tiernan from Woodland Park Police as she is being honored at the Passaic County Emerald Society's 26th Annual Corn Beef and Cabbage Family Style Dinner.
2. The Passaic County Board of Chosen Freeholders wishes to recognize Girl Scouts celebrating Girl Scout Week and the Importance of Girls' Leadership Development.
3. The Passaic County Board of Chosen Freeholders wishes to recognize Gianni Intili as he is being recognized as "Man of the Year" at the Roma Sports Club 65th Anniversary Dinner Dance.
4. The Passaic County Board of Chosen Freeholders wishes to recognize Lieutenant James Minnella who was honored at the Little Falls PBA #346 Beefsteak Fundraiser celebrating his retirement from the Little Falls Police Dept. after 30 years of service.
5. The Passaic County Board of Chosen Freeholder wishes to recognize that March is American Red Cross Month in the County of Passaic.

H. Motion to suspend the regular Order of Business:

I. Budget Matters:

1. Motion to open the public hearing on the 2020 "CAP" Resolution (adopted on first reading on February 11, 2020) to Exceed Index Rate (N.J.S.A.40A:15), all as noted in the resolution.
2. Director: Does anyone present desire to be heard on the 2020"CAP" Resolution?
3. Motion to close the public hearing\_\_\_\_\_
4. Motion for final adoption on 2020 "CAP" Resolution to Exceed Index Rate, all as noted in the Resolution\_\_\_\_\_
5. Motion to open the public hearing on the 2020 Passaic County Budget (introduced February 11, 2020).
6. Director: Does anyone present desire to be heard on the 2020 Passaic County Budget?
7. Motion to close the public hearing on 2020 Passaic County Budget\_\_\_\_\_
8. RESOLUTION TO AMEND THE 2020 APPROVED BUDGET PURSUANT TO N.J.S.A. 40A:4-9, ALL AS NOTED IN THE RESOLUTION \_\_\_\_\_.
9. Motion to adopt the 2020 Passaic County Budget as Amended\_\_\_\_\_

J. Motion to resume the regular Order of Business\_\_\_\_\_

K. Freeholder Reports:

1. Freeholder Director Cassandra "Sandi" Lazzara

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

L. Communications: None

M. Oral Portion:

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

N. Consent Agenda:

**ADMINISTRATION AND FINANCE**

1. RESOLUTION AUTHORIZING THE CANCELLATION OF APPROPRIATIONS REMAINING IN BOND ORDINANCE 2019-08, ALL AS NOTED IN THE RESOLUTION
2. RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE COUNTY OF PASSAIC, CITY OF PASSAIC, AND TRUST FOR PUBLIC LAND FOR THE MANAGEMENT OF THE DUNDEE ISLAND PHASE II PROJECT IN THE CITY OF PASSAIC, PURSUANT TO N.J.S.A. 40:12-20, ET SEQ., ALL AS NOTED IN THE RESOLUTION.
3. RESOLUTION RETAINING LEGAL COUNSEL AND PATIENT ADVOCATE FOR THE PASSAIC COUNTY ADJUSTER’S OFFICE, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ., ALL AS NOTED IN THE RESOLUTION.
4. RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS FOR THE COUNTY OF PASSAIC FOR ADVERTISEMENTS AND LEGAL NOTICES REQUIRED BY LAW, ALL AS NOTED IN THE RESOLUTION.
5. RESOLUTION QUALIFYING CONTRACT ADMINISTRATORS AND MONITORS FOR THE PASSAIC COUNTY JAIL HEALTHCARE SERVICES, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ., ALL AS NOTED IN THE RESOLUTION.

6. RESOLUTION AUTHORIZING A GRANT TO THE GREENWOOD LAKE COMMISSION IN THE AMOUNT OF \$30,000 FROM THE PASSAIC COUNTY OPEN SPACE, FARMLAND, AND HISTORIC PRESERVATION TRUST FUND, ALL AS NOTED IN THE RESOLUTION.

#### **ADMINISTRATION AND FINANCE**

7. RESOLUTION RETAINING PERSELY ASSOCIATES, INC. AS A CONTRACT ADMINISTRATOR AND MONITOR FOR THE PASSAIC COUNTY JAIL HEALTHCARE SERVICES, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ., ALL AS NOTED IN THE RESOLUTION.
8. RESOLUTION AUTHORIZING SHORT-TERM LEASE AGREEMENT BY AND BETWEEN THE COUNTY OF PASSAIC AND VERIZON WIRELESS OF BASKING RIDGE, NEW JERSEY FOR INSTALLATION OF CERTAIN EQUIPMENT FROM AUGUST 3 TO AUGUST 18, 2020, FREE OF CHARGE, TO ENHANCE WIRELESS COVERAGE FOR THE PASSAIC COUNTY FAIR, ALL AS NOTED IN THE RESOLUTION.
9. RESOLUTION OPPOSING THE PROPOSED 2020-2021 DRAWDOWN OF GREENWOOD LAKE, ALL AS NOTED IN THE RESOLUTION.
10. RESOLUTION REAPPOINTING MICHAEL HANRAHAN AS A MEMBER OF THE PASSAIC COUNTY UTILITIES AUTHORITY PURSUANT TO N.J.S.A. 40:14B-4, ALL AS NOTED IN THE RESOLUTION.
11. RESOLUTION RETAINING KS BRANIGAN LAW, P.C. FOR PASSAIC COUNTY BEST PRACTICES ON HANDLING EMPLOYEE COMPLAINTS AND INVESTIGATIONS, ALL AS NOTED IN THE RESOLUTION.
12. RESOLUTION RETAINING WEBER DOWD LAW, LLC. FOR OUTSIDE LEGAL SERVICES IN THE MATTER OF MENDEZ V. COUNTY OF PASSAIC, DOCKET NO. PAS-L-000557-20, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ., ALL AS NOTED IN THE RESOLUTION.
13. RESOLUTION AUTHORIZING DIRECT NEGOTIATION BY THE PASSAIC COUNTY PURCHASING AGENT FOR BURIAL AND MORTUARY SERVICES FOR THE COUNTY OF PASSAIC FOR CALENDAR YEAR 2020, PURSUANT TO N.J.S.A. 40A:11-5(3), ALL AS NOTED I THE RESOLUTION.
14. RESOLUTION AUTHORIZING COMPETITIVE CONTRACTING FOR A THIRD PARTY ADMINISTRATOR FOR GENERAL LIABILITY AND WORKERS' COMPENSATION CLAIMS FOR THE COUNTY OF PASSAIC, PURSUANT TO N.J.S.A. 40A:11-4.1(i), ALL AS NOTE IN THE RESOLUTION.

#### **HEALTH & HUMAN SERVICES**

15. RESOLUTION AUTHORIZING THE PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS TO ENTER INTO A TWO (2) MONTH CONTRACT EXTENSION WITH RESPIRATORY HEALTH SERVICES, LLC FOR RESPIRATORY THERAPY SERVICES FOR THE PASSAIC COUNTY PREAKNESS HEALTHCARE CENTER, COMMENCING APRIL 1, 2020 TO MAY 31, 2020 FOR AN ESTIMATED AMOUNT OF \$140,000.00 THROUGH THE COMPETITIVE CONTRACTING PROCESS IN ACCORDANCE WITH N.J.S.A. 40A:11-4.1 ET SEQ, ALL AS NOTED IN THE RESOLUTION.

### **HEALTH & HUMAN SERVICES**

16. RESOLUTION AUTHORIZING THE PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS TO ENTER INTO A TWO (2) MONTH CONTRACT EXTENSION WITH CARE PERSPECTIVES, INC. FOR MANAGEMENT CONSULTANT FOR NURSING SERVICES FOR THE PASSAIC COUNTY PREAKNESS HEALTHCARE CENTER, COMMENCING APRIL 1, 2020 TO MAY 31, 2020 FOR AN ESTIMATED AMOUNT OF \$6,000.00 THROUGH THE COMPETITIVE CONTRACTING PROCESS IN ACCORDANCE WITH N.J.S.A. 40A:11-4.1 ET SEQ., ALL AS NOTED IN THE RESOLUTION.
17. RESOLUTION AUTHORIZING THE PURCHASE OF A NEW 2020 FORD F-150 CREW CAB TRUCK FOR THE PASSAIC COUNTY HEALTH DEPARTMENT MOSQUITO CONTROL DIVISION, PURSUANT TO N.J.S.A. 40:11-12, ALL AS NOTED IN THE RESOLUTION.
18. RESOLUTION AUTHORIZING THE PURCHASE OF A MODEL SAVIN IM C6000 COPIER FOR THE PATERSON HOME ENERGY OFFICE, TO REPLACE THE CURRENT COPIER, THROUGH STATE CONTRACT FROM ATLANTIC TOMORROW'S OFFICE, PURSUANT TO N.J.S.A. 40:11-12, ALL AS NOTED IN THE RESOLUTION.
19. RESOLUTION AUTHORIZING THE PURCHASE OF A NEW 2020 FORD EXPLORER 4DR 4WD FOR THE PASSAIC COUNTY HEALTH DEPARTMENT FOR THE PURPOSE OF CONDUCTING FIELD INSPECTIONS, PURSUANT TO N.J.S.A. 40:11-12, ALL AS NOTED IN THE RESOLUTION.
20. RESOLUTION AUTHORIZING THE DEPARTMENT OF HUMAN SERVICES TO AWARD FUNDING FROM THE STATE OF NEW JERSEY, DEPARTMENT OF JUVENILE JUSTICE COMMISSION JUVENILE DETENTION ALTERNATIVE INNOVATION PROGRAM TO PASSAIC COUNTY PROBATION DIVISION FOR THE PROBATION ORIENTATION PROGRAM AND PROBATION GIRLS GROUP FOR CALENDAR YEAR 2020 IN THE AMOUNT OF \$3,000.00, PURSUANT TO THE PROVISIONS OF N.J.S.A. 52:17B-170, ALL AS NOTED IN THE RESOLUTION.
21. RESOLUTION AUTHORIZING THE HUMAN SERVICES DEPARTMENT TO AWARD THE FIRST ONE YEAR OPTION TO RENEW TO PASSAIC COUNTY AGENCIES FOR ADDICTION SERVICES FOR 2020, IN THE AMOUNT OF \$130,385.00, THROUGH THE COMPETITIVE CONTRACTING PROCESS IN ACCORDANCE WITH N.J.S.A. 40A:11-4.5, ALL AS NOTED IN THE RESOLUTION.

22. RESOLUTION AUTHORIZING THE PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS THROUGH THE DEPARTMENT OF HUMAN SERVICES, TO PROVIDE GRANTS TO THE PARTICIPATING PASSAIC COUNTY COMMUNITIES FOR “PROJECT GRADUATION” TOTALING \$14,000.00 FOR CALENDAR YEAR 2020, AS AUTHORIZED BY N.J.S.A. 40:23-14, ALL AS NOTED IN THE RESOLUTION.

### **HEALTH & HUMAN SERVICES**

23. RESOLUTION AUTHORIZING THE ADVERTISEMENT OF A REQUEST FOR PROPOSALS FOR THE PASSAIC COUNTY BASED INNOVATION GRANT ADMINISTERED THROUGH THE PASSAIC COUNTY DEPARTMENT OF HUMAN SERVICES PURSUANT TO N.J.S.A. 40A:11-1 ET SEQ, AS A COMPETITIVE CONTRACT, ALL AS NOTED IN THE RESOLUTION.
24. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO THE VENDORS LISTED BELOW, FOR CROCKERY, CULINARY, KITCHEN SUPPLIES AND EQUIPMENT FOR THE COUNTY OF PASSAIC DEPARTMENTS AND INSTITUTIONS FOR THE PERIOD OF MARCH 1, 2020 THROUGH FEBRUARY 28, 2021, PURSUANT TO N.J.S.A. 40A:11-4 AND AS PER BID SB-20-007, ALL AS NOTED IN THE RESOLUTION.
25. RESOLUTION AUTHORIZING THE SECOND ONE-YEAR OPTION TO RENEW GRANTS WITH VARIOUS AGENCIES UNDER THE JUVENILE JUSTICE COMMISSION, FAMILY COURT AND STATE COMMUNITY PARTNERSHIP, IN THE AMOUNT OF \$535,935.00 FOR CALENDAR YEAR 2020, THROUGH THE COMPETITIVE CONTRACTING PROCESS IN ACCORDANCE WITH N.J.S.A. 40A:11-4.5, ALL AS NOTED IN THE RESOLUTION.
26. RESOLUTION TO APPLY AND ACCEPT GRANT FUNDING IN THE AMOUNT OF \$34,500 THE NEW JERSEY DEPARTMENT OF HUMAN SERVICES, DIVISION OF AGING SERVICES FOR THE PERIOD OF APRIL 1, 2020 THROUGH MARCH 31, 2021 TO CARRY OUT THE STATE HEALTH INSURANCE PROGRAM (SHIP) THROUGH THE DEPARTMENT OF SENIOR SERVICES, AS AUTHORIZED BY N.J.S.A. 52:14-34.4, ET SEQ., ALL AS NOTED IN THE RESOLUTION.
27. RESOLUTION AUTHORIZING THE AREA AGENCY ON AGING TO HOLD A PUBLIC FORUM ON JUNE 9, 2020 AT THE DEPARTMENT OF SENIOR SERVICES FOR THE PURPOSE OF SOLICITING AND RECEIVING COMMENTS ON THE 2021 AREA PLAN CONTRACT, PURSUANT TO 42 U.S.C.A. SEC. 3001, ET SEQ., ALL AS NOTED IN THE RESOLUTION.
28. RESOLUTION AUTHORIZING THE APPOINTMENT AND RE-APPOINTMENTS OF MEMBERS TO THE WORKFORCE DEVELOPMENT BOARD FOR A THREE (3) YEAR TERM, COMMENCING MARCH 10, 2020 AND TERMINATING MARCH 9, 2023, AS AUTHORIZED BY N.J.S.A. 34:15-C-1 et. seq., ALL AS NOTED IN THE RESOLUTION.

### **PUBLIC WORKS**

29. RESOLUTION AUTHORIZING CONTRACT MODIFICATION FOR SABIR RICHARDSON AND WEISBERG ENGINEERING AND ARCHITECTURE (SRW) FOR THE ELEVATOR MODERNIZATION AND REFURBISHMENT PROJECT PURSUANT TO N.J.S.A 40A: 11-5 ET SEQ., ALL AS NOTED IN THE RESOLUTION.

**PUBLIC WORKS**

30. RESOLUTION FOR AWARD OF CONTRACT TO GIACORP CONTRACTING, INC. FOR THE GOLF BALL BARRIER NET FENCING PROJECT AT PREAKNESS VALLEY GOLF COURSE IN THE TOWNSHIP OF WAYNE, NJ AS PER BID # C20003 PURSUANT TO N.J.S.A 40A: 11-24, ALL AS NOTED IN THE RESOLUTION.
31. RESOLUTION AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE SPRUCE STREET BRIDGE OVER PASSAIC RIVER SUPERSTRUCTURE RECONSTRUCTION PROJECT, STRUCTURE NO. 1600-018, IN THE CITY OF PATERSON, PURSUANT TO N.J.S.A. 40A:11-23, ET SEQ., ALL AS NOTED IN THE RESOLUTION.
32. RESOLUTION AUTHORIZING FINAL PAYMENT TO SMITH-SONDY ASPHALT CONSTRUCTION CO., INC. FOR THE 2018 ROADWAY RESURFACING PROJECT PURSUANT TO N.J.S.A. 40A:11-16.1 ET SEQ., ALL AS NOTED IN THE RESOLUTION.
33. RESOLUTION AUTHORIZING FINAL PAYMENT TO ON-LINE CONTRACTING, INC. FOR THE ON-CALL DRAINAGE REPAIRS VARIOUS LOCATIONS PROJECT (2017-2019 CONTRACT) PURSUANT TO N.J.S.A. 40A: 11-16.1, ALL AS NOTED IN THE RESOLUTION.
34. RESOLUTION TO AMEND R-20200141 DATED FEBRUARY 11, 2020 FOR AWARD OF MAINTENANCE/REPAIR CONTRACT TO CARRIER CORP. FOR CALENDAR YEAR 2020 IN THE AMOUNT OF \$350,000, ALL AS NOTED IN THE RESOLUTION.
35. RESOLUTION TO AMEND R-20200184 DATED FEBRUARY 25, 2020 IN ORDER TO EXERCISE THE ONE-YEAR OPTION TO RENEW CONTRACT WITH RICH TREE SERVICE, INC. FOR TREE REMOVAL SERVICES THROUGHOUT THE PASSAIC COUNTY PARK SYSTEM THROUGH APRIL 30, 2021, ALL AS NOTED IN THE RESOLUTION.
36. RESOLUTION CONSENTING TO ORDINANCE NO. 10-24-2019 BY THE BOROUGH OF HALEDON, NJ WHICH ESTABLISHES PARKING SPACES FOR THE DISABLED AT 186 BELMONT AVENUE, WHERE PARKING IS ALREADY PERMITTED PURSUANT TO N.J.S.A. 39:4-197.2 ET SEQ., ALL AS NOTED IN THE RESOLUTION.

37. RESOLUTION APPROVING AND AUTHORIZING THE INSTALLATION OF A HISTORIC MARKER AT 490 TOTOWA ROAD IN THE BOROUGH OF TOTOWA, NJ AND APPROVING PAYMENT THROUGH THE PASSAIC COUNTY OPEN SPACE TRUST FUND PURSUANT TO N.J.S.A. 40A:11-5(k), ALL AS NOTED IN THE RESOLUTION.

#### **PUBLIC WORKS**

38. RESOLUTION FOR AWARD OF CONTRACT TO T. SLACK ENVIRONMENTAL SERVICES, INC. FOR UST AND AST SERVICE AND REPAIRS AT VARIOUS COUNTY LOCATIONS FOR 2020 ON AN AS-NEEDED BASIS, PURSUANT TO N.J.S.A. 40A:11-24, ET SEQ., ALL AS NOTED IN THE RESOLUTION.
39. RESOLUTION FOR AWARD OF CONTRACT TO T. SLACK ENVIRONMENTAL SERVICES, INC. FOR INSTALLATION OF A NEW ABOVE GROUND STORAGE TANK (AST) FUEL DEPOT AT THE NEW DEPARTMENT OF PUBLIC WORKS FACILITY AT 1310 ROUTE 23 NORTH IN THE TOWNSHIP OF WAYNE, NEW JERSEY, N.J.S.A. 40A:11-12, ET SEQ., ALL AS NOTED IN THE RESOLUTION.

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

40. RESOLUTION AUTHORIZING THE AWARD OF CONTRACT TO ATLAS NORTH AMERICA, MARINE SONIC TECHNOLOGY FOR THE PURCHASE OF TWO (2) SIDE SONAR UNITS FOR THE PASSAIC COUNTY SHERIFF'S DEPARTMENT PURSUANT TO N.J.S.A. 40A:11-4, ET SEQ. AND AS PER BID SB-20-011, ALL AS NOTED IN THE RESOLUTION.
41. RESOLUTION AUTHORIZING THE AWARD OF CONTRACT TO INTERSTATE HAY FOR HORSE FEED AND BEDDING SUPPLIES FOR THE PASSAIC COUNTY SHERIFF'S DEPARTMENT MOUNTED UNIT FOR THE PERIOD OF FEBRUARY 1, 2020 THROUGH JANUARY 31, 2021, PURSUANT TO N.J.S.A. 40A:11-4, ET SEQ. AND AS PER BID SB-20-010, ALL AS NOTED IN THE RESOLUTION.
42. RESOLUTION AUTHORIZING THE PASAIC COUNTY PROSECUTOR'S OFFICE TO ACCEPT FUNDING FROM THE 2020 NATIONAL CRIME VICTIMS' RIGHTS WEEK (NCVRW) COMMUNITY AWARENESS PROJECT (CAP), ALL AS NOTED IN THE RESOLUTION.
43. RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR CASE MANAGEMENT SERVICES FOR THE PASSAIC COUNTY PROSECUTOR'S OFFICE TO MORRIS COUNTY PREVENTION IS KEY, INC, PURSUANT TO N.J.S.A. 40A:11-4.1, ET SEQ., ALL AS NOTED IN THE RESOLUTION.
44. RESOLUTION AUTHORIZING PURCHASE OF VARIOUS ITEMS BY THE PASSAIC COUNTY SHERIFF'S OFFICE, PURSUANT TO N.J.S.A. 40A:11-12, ALL AS NOTED IN THE RESOLUTION.

#### **LATE STARTERS**



45. RESOLUTION AUTHORIZING PURCHASE ONE 2020 FORD ESCAPE, ONE 2020 FORD TRANSIT VAN & ONE 2020 FORD SUPER DUTY F250 4WD REGULAR CAB 8' BOX FROM BEYER OF MORRISTOWN, LLC (T/A BEYER CHRYSLER DODGE JEEP) OF MORRISTOWN, NJ IN THE AMOUNT OF \$111,697.51 IN ACCORDANCE WITH THE EDUCATIONAL SERVICES COMMISSION OF NJ CO-OP #17/18-21 FOR USE BY THE PASSAIC COUNTY BUILDINGS & GROUNDS DEPARTMENT, PURSUANT TO N.J.S.A. 40, ALL AS NOTED IN THE RESOLUTION.

O. New Business:

1. Personnel:

2. Bills:

P. Adjournment:

**PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS  
MINUTES FOR REGULAR MEETING HELD ON**

**February 25, 2020**

A regular meeting of the Passaic County Board of Chosen Freeholders was held this day in the Freeholders Board Room in the Passaic County Administration building: 401 Grand St at 6:41 pm

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

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

**Invocation:** Louis E. Imhof III, Clerk of the Board

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

**Approval of Minutes:**

Motion made by Freeholder James second by Freeholder Duffy, that the minutes for February 11, 2020, be approved which motion was carried on a roll call of five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

**Proclamation:** Motion made by Freeholder James second by Freeholder Akhter to approve the proclamations which carried on a roll call of five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

**Motion to suspend the regular Order of Business:**

Motion made by Freeholder Duffy, second by Freeholder best to suspend the regular order of business which motion was carried on a roll call of five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

**Bond Ordinance 2020-01:**

Director Lazzara reported Bond Ordinance#2020-01

Motion made by Freeholder Duffy second by Freeholder Best that the Public Hearing be opened, which motion was carried on a roll call of five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

Director Lazzara asked, if there was anyone present who desired to be heard?

At this time no one appeared before the Board.

Motion made by Freeholder Duffy, second by Freeholder Akhter that the Public Hearing be closed, which motion was carried on a roll call of five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

Motion made by Freeholder James, second by Freeholder Duffy that the Bond Ordinance 2020-01 under consideration at this time be adopted upon final reading, and that the Clerk of the Board be directed to publish said ordinance in full, as required by the law in the North Jersey Herald & News which motion was carried on a roll call with five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

**Bond Ordinance 2020-02:**

Director Lazzara reported Bond Ordinance#2020-02

Motion made by Freeholder James second by Freeholder Best that the Public Hearing be opened, which motion was carried on a roll call of five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

Director Lazzara asked, if there was anyone present who desired to be heard?

At this time no one appeared before the Board.

Motion made by Freeholder Duffy, second by Freeholder Best that the Public Hearing be closed, which motion was carried on a roll call of five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

Motion made by Freeholder James, second by Freeholder Akhter that the Bond Ordinance 2020-02 under consideration at this time be adopted upon final reading, and that the Clerk of the Board be directed to publish said ordinance in full, as required by the law in the North Jersey Herald & News which motion was carried on a roll call with five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

**Bond Ordinance 2020-03:**

Director Lazzara reported Bond Ordinance#2020-03

Motion made by Freeholder Best second by Freeholder Akhter that the Public Hearing be opened, which motion was carried on a roll call of five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

Director Lazzara asked, if there was anyone present who desired to be heard?

At this time no one appeared before the Board.

Motion made by Freeholder Duffy, second by Freeholder Akhter that the Public Hearing be closed, which motion was carried on a roll call of five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

Motion made by Freeholder James, second by Freeholder Akhter that the Bond Ordinance 2020-03 under consideration at this time be adopted upon final reading, and that the Clerk of the Board be directed to publish said ordinance in full, as required by the law in the North Jersey Herald & News which motion was carried on a roll call with five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

Motion made by Freeholder Akhter, second by Freeholder James to resume the regular order of business, which motion was carried on a roll call of five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

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

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

**COMMUNICATION:** None

**Oral Portion:**

James: Motion to open public portion

Akhter: Second

**Roll Call:** Akhter, Yes: Bartlett, Absent: Best, Yes: Duffy, Yes: Deputy Director Lepore, Absent: James, Yes: Director Lazzara, Yes.

At this time the following people appeared before the Board:

1. Neil Ross, Passaic, NJ
2. Rene Allison, West Milford, NJ

Duffy: Motion to close the public portion of the meeting

Akhter: Second

**2/3 Vote Resolution:**

A motion was made by Freeholder James, second by Freeholder Best that Resolution P-1 be adopted and the motion was carried on a roll call of five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

**Consent Agenda Resolution:**

A motion was made by Freeholder Duffy, second by Freeholder Best to add resolutions Q-53 and Q-54, and the motion was carried on a roll call of five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

A motion was made by Freeholder Best, second by Freeholder Akhter that resolutions Q-1 through Q-54 be adopted and the motion was carried on a roll call of five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

**“End of Consent Agenda”**

A motion was made by Freeholder Akhter second by Freeholder Best to add the addendum to the personal agenda and the motion was carried on a roll call of five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

**Personnel:**

A motion was made by Freeholder James, second by Freeholder Akhter 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 Bartlett and Deputy Director Lepore absent.

**Bills:**

A motion was made by Freeholder James, second by Freeholder Akhter,

Current Fund	0-01	1,550,895.07
Hud Budget Expenditures	0-25	1,750.69
<b>Year Total: 1,552,645.76</b>		
Current Fund	9-01	569,688.76
Hud Budget Expenditures	9-25	1,520.81
<b>Year Total: 571,209.57</b>		
General Capital Fund Budget	F C-04	4,586,910.79
State/Federal Grant Fund	G G-01	1,523,156.17
Open Space Trust Fund FY2019	O-19	194,358.50
Open Space Trust Fund FY2020	O-20	21,930.50

**Year Total: 216,289.00**

Register of Deeds	T-17	1,100.00
Professional Liability Trust	T-19	36,665.10
Trust Fund Other	T-20	14,976.33
Municipal Forfeiture	T-22	213,517.14
Prosecutor's Confiscated Funds	T-23	15,820.00
Para Transit Trust Fund	T-24	1,682.00

**Year Total: 283,760.57**

Private Industry Council	Z-81	2,147.71
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**Year Total: 8,736,119.57**

Current Fund	9-01	118,358.50
Current Fund	0-01	8,709,249.88
Payroll Agency Deductions	0-05	124,591.08
HUD Budget Expenditures	0-25	13,891.13
State/Federal Grant Fund	G-01	689,011.10
DED Trust Empl Off Duty police	T-13	29,282.00
Confiscated Trust Fund	T-15	85,683.40
Professional Liability Trust	T-19	6,423.71
Trust Fund Other	T-20	115.05
Para Transit Trust Fund	T-24	450.70
Private Industry Council	Z-81	12,130.42

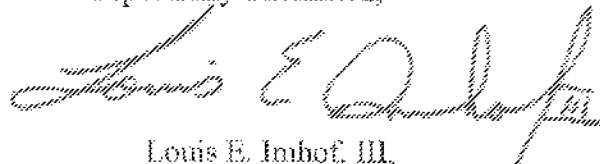
**Total All Funds: \$31,245,973.10**

Be approved which motion was carried on roll call with five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

**Adjournment:**

A motion was made by Freeholder Akhter, seconded by Freeholder Best that the regular meeting be adjourned at 7:02p.m., and the motion was carried on a roll call with five (5) votes in the affirmative with Freeholder Bartlett and Deputy Director Lepore absent.

Respectfully Submitted,



Louis E. Imhof, III,  
Clerk of the Board

Prepared by: Jasmine Amador

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Dir. Pasquale "Pat" Lepore  
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Tel: 973-881-4402  
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Anthony J. De Nova III  
Administrator

Matthew P. Jordan, Esq.  
County Counsel

Louis E. Imhof, III, RMC  
Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: Motion for final adoption on 2020 "CAP" Resolution to Exceed Index Rate, 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20200210							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	i-4							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓			✓	✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓		✓		✓			
Duffy	✓				✓			
James	✓				✓			

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

Dated: March 11, 2020

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

401 Grand Street  
Paterson, New Jersey 07505

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

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Feb 11, 2020 - 5:30 PM

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

Agenda: Motion to adopt on First Reading 2020 "CAP" Resolution to Exceed Index Rate N.J.S.A40A:45:15, All as noted in the resolution.

THIS RESOLUTION WAS REQUESTED BY:

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REVIEWED BY:

---

COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

---

COUNTY COUNSEL

COMMITTEE NAME

Official Resolution#								
Meeting Date	02/11/2020							
Introduced Date	02/11/2020							
Adopted Date								
Agenda Item	i-1							
CAF #								
Purchase Req. #								
Result								
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU
Lazzara	✓				✓			
Lepore	✓			✓	✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200210

Dated: February 12, 2020

## COUNTY OF PASSAIC

2020 "CAP" RESOLUTION TO EXCEED INDEX RATE  
(N.J.S.A40A:45:15)

**WHEREAS**, the Local Government Cap Law, N.J.S.40A:4-45.1 et seq., provides that in the preparation of its annual budget, a county shall limit any increase in said budget to 2.5% unless authorized by resolution to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

**WHEREAS**, N.J.S.A. 40A:4-45.15a provides that a county may, when authorized by resolution, appropriate the difference between the amount of its final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

**WHEREAS**, the Board of Freeholders in the County of Passaic finds it advisable and necessary to increase its 2020 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

**WHEREAS**, the Board of Chosen Freeholders hereby determines that a 1.0% increase in the budget for said year, amounting to \$2,606,536.80 in excess of the increase in the final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

**WHEREAS**, the Board of Chosen Freeholders in the County of Passaic hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Chosen Freeholders of the County of Passaic, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the 2020 budget year, the final appropriations of the County of Passaic shall, in accordance with this resolution and N.J.S.A. 40A:4-45.14, be increased by 1.0%, amounting to \$2,606,536.80 and that the 2020 county budget for the County of Passaic be approved and adopted in accordance with this resolution; and,

**BE IT FURTHER RESOLVED**, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

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

Anthony J. De Nova III  
Administrator

Matthew P. Jordan, Esq.  
County Counsel

Louis E. Imhof, III, RMC  
Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION TO AMEND THE 2020 APPROVED BUDGET PURSUANT TO N.J.S.A. 40A:4-9, 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

COMMITTEE NAME

Official Resolution#	R20200211							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	i-8							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓		✓		✓			
Akhter	✓				✓			
Bartlett	✓			✓	✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓				✓			

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

Dated: March 11, 2020

**RESOLUTION AMEND THE 2020 APPROVED BUDGET  
PURSUANT TO N.J.S.A. 40A:4-9**

**WHEREAS**, the County of Passaic (hereafter "County") 2020 budget was approved on February 11, 2020; and

**WHEREAS**, the public hearing on said budget has been held as advertised; and

**WHEREAS**, it is desired to amend said approved budget;

**NOW, THEREFORE, LET IT BE RESOLVED**, by the Board of Chosen Freeholders of the County of Passaic, State of New Jersey, that the following amendments to the approved budget of 2020 be made pursuant to N.J.S.A. 40A:4-9:

<b>Anticipated Revenues</b>	<b><u>FROM</u></b>	<b><u>TO</u></b>
<b>3. Miscellaneous Revenues-Section D</b>		
<b>Special Items of Revenue Anticipated</b>		
<b>With Prior Written Consent of the</b>		
<b>Director of Local Government Services</b>		
<b>-Public &amp; Private Revenues Offset</b>		
<b>With Appropriations</b>		
Heating Improvement Program (HIP) 2019		\$287,776
Phase I-Highlands Rail Trail Project		1,500,000
20BERN/Passaic HSAC-SEC		175,373
Temporary Assistance for Needy Families		4,220
General Assistance/SNAP		5,256
SmartSTEPS 19/20		4,815
Workforce Learning Link		75,000
Intensive Case Management		40,000
Jail MAT Incentive		291,666
Social Services for The Homeless		1,025,000
Intensive Case Management		878,000
NJ Council for Humanities Action		20,000
LHEAP Assistance 2020		834,776
<b>Total Section D: Special Items of Revenue</b>		
<b>Anticipated With Prior Written Consent</b>		
<b>Of Director of Local Government Services –</b>		
<b>Public &amp; Private</b>	<b><u>\$7,122,278</u></b>	<b><u>\$ 12,264,160</u></b>
<b>3. Total Miscellaneous Revenue</b>	<b><u>\$70,231,806</u></b>	<b><u>\$75,373,688</u></b>
<b>7. Total General Revenues</b>	<b><u>\$436,802,440</u></b>	<b><u>\$441,944,322</u></b>
<b>8. General Appropriations</b>		
<b>(A) Operations</b>		
<b>Public &amp; Private Offset by Revenues</b>		
Heating Improvement Program (HIP) 2019		\$287,776
Phase I-Highlands Rail Trail Project		1,500,000
20BERN/Passaic HSAC-SEC		175,373
Temporary Assistance for Needy Families		4,220
General Assistance/SNAP		5,256
SmartSTEPS 19/20		4,815
Workforce Learning Link		75,000
Intensive Case Management		40,000
Jail MAT Incentive		291,666
Social Services for the Homeless		1,025,000

	<u>FROM</u>	<u>TO</u>
Intensive Case Management		878,000
NJ Council for Humanities Action		20,000
LIHEAP Assistance 2020		834,776
<b>Total Grants</b>	<u>\$9,765,891</u>	<u>\$14,907,773</u>
<b>Total Operations Item 8 (A)</b>	<u>\$ 328,756,730</u>	<u>\$333,898,612</u>
<b>Total Operations Including Contingent</b>	<u>\$328,806,730</u>	<u>\$333,948,612</u>
<b>9. Total General Appropriations</b>	<u>\$436,802,440</u>	<u>\$441,944,322</u>

**LET IT BE FURTHER RESOLVED**, that two certified copies of this resolution be filed with the Director of the Division of Local Government Services for approval

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Dir. Pasquale "Pat" Lepore  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
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Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

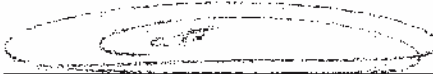
Date: Mar 10, 2020 - 5:30 PM

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

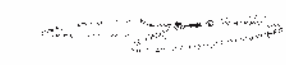
Agenda: RESOLUTION AUTHORIZING THE CANCELLATION OF APPROPRIATIONS REMAINING IN BOND ORDINANCE 2019-08, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:  
FINANCE DEPARTMENT

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20200213							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-1							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓		✓		✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING THE CANCELLATION OF APPROPRIATIONS  
REMAINING IN BOND ORDINANCE 2019-08**

**WHEREAS**, the County of Passaic (hereafter “County”) adopted Refunding Bond Ordinance 2019-08 on September 10, 2019 and created an appropriation of \$10,750,000 for the purpose of calling and refunding bonds issued in 2010; and

**WHEREAS**, the 2010 bonds have been refunded in the amount of \$9,690,000; and

**WHEREAS**, the original amount appropriated of \$10,750,000 exceeded the amount needed for the refunding of \$9,690,000 by \$1,060,000; and

**WHEREAS**, the excess appropriation of \$1,060,000 is no longer needed for its original intended purpose and should be cancelled;

**NOW, THEREFORE, LET IT BE RESOLVED**, that the excess appropriation remaining in Refunding Bond Ordinance 2019-08 in the amount of \$1,060,000 is hereby cancelled of record:

**LET IT BE FURTHER RESOLVED**, that the Chief Financial Officer of the County of Passaic is authorized to take any and all action necessary to effectuate the purposes of this resolution.

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Dir. Pasquale "Pat" Lepore  
Assad R. Akhter  
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Tel: 973-881-4402  
Fax: 973-742-3746

Anthony J. De Nova III  
Administrator

Matthew P. Jordan, Esq.  
County Counsel

Louis E. Imhof, III, RMC  
Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE COUNTY OF PASSAIC, CITY OF PASSAIC, AND TRUST FOR PUBLIC LAND FOR THE MANAGEMENT OF THE DUNDEE ISLAND PHASE II PROJECT IN THE CITY OF PASSAIC, PURSUANT TO N.J.S.A. 40:12-20, ET SEQ., 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20200214							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-2							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE COUNTY OF PASSAIC, CITY OF PASSAIC, AND TRUST FOR PUBLIC LAND FOR THE MANAGEMENT OF THE DUNDEE ISLAND PHASE II PROJECT IN THE CITY OF PASSAIC, PURSUANT TO N.J.S.A. 40:12-20, ET SEQ.**

**WHEREAS**, in 2017, the County of Passaic (hereafter “County”), City of Passaic (hereafter “City”) and Trust for Public Land (hereafter “TPL”) began a joint effort to rehabilitate a seven (7) acre parcel of riverfront property in the City, on the Passaic River, known as Dundee Island Park; and

**WHEREAS**, construction is underway at Dundee Island Park, with substantial completion expected in the latter part of 2020, with the Park to be opened and incorporated into the Passaic County Park System thereafter; and

**WHEREAS**, the County, City, and TPL desire to continue rehabilitation efforts on the riverfront in the City, including the renovation of the railway property between Dundee Island Park and Pulaski Park, the adaptive reuse of the railroad bridge over the Passaic River as a pedestrian and bike thoroughfare and outlook area, and the redevelopment of North Pulaski Park (hereafter referred to as the “Phase II Project”); and

**WHEREAS**, pursuant to N.J.S.A. 40:12-20, *et seq.*, the State of New Jersey recognizes the needs of municipalities to enter into agreements to rehabilitate, improve, and maintain their parks, and thus authorizes municipalities and counties to establish mutually beneficial partnerships, through an agreement, with nonprofit organizations that will result in parks that are better maintained, operated, and improved for the use and enjoyment of the public; and

**WHEREAS**, TPL is a national, nonprofit, land conservation organization that conserves land for people to enjoy as parks, community gardens, historic sites, rural lands, and other natural places, and works in partnership with municipalities to design and develop parks, playgrounds, and greenways; and

**WHEREAS**, an agreement between the County, City, and TPL for the management of the Phase II Project is appended hereto, and made part of the resolution, outlining the roles and responsibilities of the parties in the Phase II Project (hereafter “Agreement”); and

**WHEREAS**, the Passaic County Engineer, Passaic County Administrator, and Passaic County Counsel are recommending to the Passaic County Board of Chosen Freeholders (hereafter “Board”) approval of the Agreement; and

**WHEREAS**, a certification of funds executed by the County’s Chief Financial Officer is attached to this resolution, attesting to the availability of funds for the expenditures described in the Agreement; and

**WHEREAS**, this matter was discussed at the February 26, 2020 meeting of the Administration and Finance Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, by the Passaic County Board of Chosen Freeholders, pursuant to N.J.S.A. 40:12-20, *et seq.* that the Agreement between the County of Passaic, City of Passaic, and Trust for Public Land for the management of the Dundee Island Park Phase II Project in the City of Passaic is approved; and

**LET IT BE FURTHER RESOLVED**, the Clerk to the Board, Passaic County Counsel, and Director of the Passaic County Board of Chosen Freeholders are authorized to execute the Agreement; and

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, and Passaic County Administrator are authorized to take any other steps necessary to carry out the purpose of this resolution.

MPJ

March 10, 2020

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$200,000.00

APPROPRIATION: O-20-56-605-001-603

PURPOSE: Resolution authorizing an agreement between the County of Passaic and Trust for Public Land.



Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr



**Agreement**

*between the*

**County of Passaic, City of Passaic, and Trust for Public Land**

*for the management of the*

**Dundee Island Park Phase II Project in the City of Passaic**

**THIS AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_ 2020, by and between, the COUNTY OF PASSAIC (hereafter "County"), having its principal place of business at 401 Grand Street, Suite 205, Paterson, New Jersey 07505, the CITY OF PASSAIC (hereafter "City"), having its principal place of business at 330 Passaic Avenue, Passaic, New Jersey 07055, and THE TRUST FOR PUBLIC LAND, D/B/A TPL-NEW JERSEY, a California Not-for-Profit Corporation having an address at 60 Park Place, Newark, NJ 07102 (hereafter "TPL"), collectively, the "Parties":

**WHEREAS**, in 2017, the Parties began the Dundee Island Park Project, a joint effort to redesign and rehabilitate a seven (7) acre parcel of riverfront property in the City of Passaic, on the Passaic River, known as Dundee Island Park; and

**WHEREAS**, construction is underway at Dundee Island Park, with substantial completion expected in the latter part of 2020, with the park to be opened to the public and incorporated into the Passaic County Park System thereafter; and

**WHEREAS**, the Parties desire to continue rehabilitation efforts on the riverfront in the City, including the renovation of the railway property between Dundee Island Park and Pulaski Park, the adaptive reuse of the railroad bridge over the Passaic River as a pedestrian and bike thoroughfare and outlook area, and the redevelopment of North Pulaski Park (hereafter referred to as the Dundee Island Park Phase II Project or "Phase II Project"); and

**WHEREAS**, through enacting N.J.S.A. 40:12-20, et seq., the State of New Jersey recognizes the needs of municipalities to enter into agreements to rehabilitate, improve, and maintain their parks, and thus authorizes municipalities and counties to establish mutually beneficial partnerships, through an agreement, with nonprofit organizations that will result in parks that are better maintained, operated, and improved for the use and enjoyment of the public; and

**WHEREAS**, TPL is a national, nonprofit, land conservation organization that conserves land for people to enjoy as parks, community gardens, historic sites, rural lands, and other natural places, and works in partnership with municipalities to design and develop parks, playgrounds, and greenways; and

**WHEREAS**, the County and City would benefit from TPL managing the design and construction of the Phase II Project, and the parties wish to develop a framework Project Agreement and authorize and fund an initial scope of work for community engagement, concept design, and survey;

**NOW THEREFORE**, in consideration of the foregoing, and the mutual agreements and covenants herein, the Parties agree to perform and be responsible to each other as set forth in the following articles of this Agreement.

**I. Term.**

This Agreement shall commence upon the date of this Agreement and shall terminate upon completion of the design and construction of the Project.

**II. Intent.**

The goals of the Phase II Project are:

- (a) To develop community driven concepts to connect Dundee Island Park, Pulaski Park, and North Pulaski Park into one jointly managed parkland.
- (b) To restore the railroad bridge that crosses the Passaic River for adaptive reuse as a pedestrian crossing and outlook area;
- (c) To incorporate the railroad bridge and North Pulaski Park into Dundee Island Park as part of the Passaic County Park System, to be maintained by the County's Department of Parks and Recreation;
- (d) To link Pulaski Park and Dundee Island Park, with the property being acquired and described in more detail herein being retained by the City for incorporation into Pulaski Park; and
- (e) To begin the process of developing an agreement between the County and City, to ensure consistency in policies adopted to manage Pulaski Park, Dundee Island Park, and North Pulaski Park.

**III. Funding and Initial Scope of Work.**

The County is authorizing two hundred thousand dollars (\$200,000.00) for the initial concept development and design services set forth in the proposal submitted by TPL and attached hereto Exhibit A dated February 14, 2020 ("Initial Scope of Work"). Further scopes of work shall be added to the Project as funding becomes available, subject to the approval of the Parties.

As this initial outlay of funding from the County to TPL represents only a portion of the necessary funds required for TPL to finalize construction documents ready to be bid, the Parties agree to work in a collaborative manner to identify the funding necessary to finalize same.

Any grants or additional funding received by the County or City in furtherance of the Phase II Project shall be transferred otherwise made available to TPL to be managed as part of one project, in furtherance of the goals and responsibilities as set forth herein for all Parties.

Subject to any necessary approvals by the Passaic County Board of Chosen Freeholders, Passaic City Council, and/or TPL's board, the Parties shall cooperate to execute such other agreements as are necessary to commit designated funds to the Phase II Project.

**IV. Design and Project Management.**

TPL shall be responsible for managing the design and construction, including retaining engineers and contractors, or any other consultants as required to complete the Scope of Work. The Project Area is

set forth in Exhibit B, TPL shall consult with the County and City on all major decisions regarding the design of the park, incorporating design ideas and concepts gathered from public information sessions, and any other input gathered from the Mayor of the City of Passaic, the Passaic City Council, and the Passaic County Board of Chosen Freeholders. TPL's obligations to manage design and construction of this Project shall be contingent upon the provision of funding by the County and/or City for all costs of design, construction, including TPL's costs and the cost of engaging consultants and contractors

#### **V. Property Acquisition.**

The City shall be responsible for all of the costs related to purchasing and remediating the property known as Block 5000 Lot 1, City of Passaic, County of Passaic, State of New Jersey (hereafter "New York & Greenwood Lake Railway Property").

- a. The property acquisition of the New York & Greenwood Lake Railway Property includes the strip of property that was formerly operated as a railroad and splits Dundee Island Park and Pulaski Park, as well as the railroad bridge that crosses the Passaic River. After conclusion of the Phase II Project, the New York & Greenwood Lake Railway Property shall be subdivided, and the City shall retain ownership of the parcel splitting Dundee Island Park and Pulaski Park, and the County shall retain ownership of the railroad bridge;
- b. The City shall transfer ownership of Block 1001.06 Lot 12, City of Passaic, County of Passaic, State of New Jersey (hereafter "North Pulaski Park Property"), which shall be incorporated into Dundee Island Park. The North Pulaski Park Property parcel shall be subdivided, and the City shall retain ownership of the parking lot portion of North Pulaski Park;
- c. All transfers of properties mentioned shall be completed upon substantial completion of the Phase II Project; and
- d. A Tax Map of the City of Passaic, County of Passaic, State of New Jersey, reflecting the properties mentioned in this Article, is attached hereto as Exhibit C.

#### **VI. Grant Applications by the Trust for Public Land**

TPL shall make application to the Green Acres Grant Program administered by the New Jersey Department of Environmental Protection to fund the construction of the Phase II Project. The County and City shall pass authorizing resolutions committing to cover any matching funds required, and make available personnel necessary to complete the grant applications. Moreover, if other grant opportunities arise otherwise not mentioned herein, TPL shall make every reasonable effort to apply and secure funding for the Phase II Project.

#### **VII. North Pulaski Park.**

The North Pulaski Park Property shall be incorporated into Dundee Island Park as part of the Passaic County Park System upon substantial completion of the Phase II Project.

**VIII. Agreement between the County of Passaic, City of Passaic, and Trust for Public Land for the Management of the Passaic Riverfront Park Project at the Dundee Island Site in the City of Passaic.**

All of the terms set forth in the Agreement between the County of Passaic, City of Passaic, and Trust for Public Land for the Management of the Passaic Riverfront Park Project at the Dundee Island Site in the City of Passaic approved by the Passaic County Board of Chosen Freeholders via Resolution No. R20170649 and the City of Passaic Resolution No. 17-17-207 shall remain in full force and effect.

**IX. Stakeholder Committee.**

The County, City, and TPL shall form a Passaic Riverfront Park Stakeholder Committee that shall meet at least once every three (3) months to coordinate management of the Project and to keep all parties informed on the progress of the Project. The Stakeholder Committee shall consist of the following individuals:

- (a) Passaic County Freeholder Director or designee;
- (b) Passaic City Mayor or Designee;
- (c) Passaic County Administrator or Designee;
- (d) City of Passaic Administrator or Designee;
- (e) Passaic County Parks and Recreation Department Director or designee;
- (f) City of Passaic Engineer or designee;
- (g) County of Passaic Engineer or designee;
- (h) County of Passaic Director of Planning and Economic Development or designee;
- (i) Trust for Public Land New Jersey State Director; and
- (j) Trust for Public Land Project Manager.

TPL Project Manager shall schedule and develop agendas for the Stakeholder Committee meetings, as well as distribute meeting minutes following the conclusion of each meeting.

**X. Management Agreement for Dundee Island Park, Pulaski Park, and North Pulaski Park.**

The County and City affirmatively declare the intent to develop a management agreement for Dundee Island Park, Pulaski Park, and North Pulaski Park to ensure that the interconnected parkland owned by the City and County is managed, maintained, programmed, and permitted in a uniform and consistent process.

**XI. Vendor Selection for Concession at Dundee Island Park.**

As part of the Dundee Island Park Project, a concession area is being constructed as part of the field house on the park. The County is going to select a concessionaire in compliance with N.J.S.A. 40A:11-4.1, commonly known as competitive contracting. As part of the legal process set forth therein, the City's designee shall be a member of the review committee and take part in selecting the successful respondent.

**XII. Procurement Standards.**

Procurement shall be consistent with the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., and other statutory or grant requirements, as applicable.

**XIII. Construction of Agreement; Modification; and Waiver.**

This Agreement shall be construed without regard to any presumption or other rule requiring construction against drafter. Provisions of this Agreement may only be supplemented, modified, waived or amended in writing and signed by the parties duly authorized to execute this Agreement. No waiver of any of the provisions of this Agreement shall be deemed or shall constitute a waiver of any other provision, whether or not similar, nor shall any waiver constitute a continuing waiver. This Agreement may be executed in one or more counterparts and by the manual or facsimile signature of the parties hereto. Each of such counterparts, when so executed, shall be deemed an original and when taken together shall constitute a single instrument.

**XIV. Insurance.**

During the period of this Agreement, TPL, its consultants, and its contractors shall procure and maintain:

- a. Commercial General Liability Insurance in limits of not less than Two Million Dollars (\$2,000,000) combined single limit per occurrence for bodily injury, death, personal injury and property damage, including but not limited to coverage for Broad Form Property Damage. Such coverage shall not contain any exclusions for property damage arising out of explosion, collapse or underground property damage hazards and no exclusion for waterfront activities. For environmental assessment and/or abatement work, such coverage shall include pollution liability coverage.
- b. The policies described above shall be endorsed (1) to include the County, City, and TPL, if from its contractors, as additional insured and (2) to provide that notice of an occurrence to the insurance company from any insured shall serve as notice from all insured.
- c. Comprehensive Automobile Liability Insurance in limits of not less than Five Hundred Thousand Dollars (\$500,000) combined single limits per occurrence for bodily injury, death and property damage covering all owned, non-owned and hired vehicles in connection with the work to be performed in connection with this Agreement.
- d. Worker's Compensation and employer's liability insurance of at least no less than the State of New Jersey statutory limits for all employees, in connection with the work and, if any work is subcontracted, TPL shall require each contractor or subcontractor to provide Worker's Compensation and employer's liability insurance for the latter's employees, unless such employees are covered by the protection afforded by TPL. Employer's liability insurance shall have limits of not less than \$1,000,000 per occurrence.
- e. Where, applicable, professional errors and omission coverage in the amount of \$2,000,000.
- f. All insurance required to be maintained pursuant hereto shall provide that the County and City shall be given prior written notice of the suspension, cancellation, termination, non-renewal or lapse of such policy or a material change in coverage thereunder.

**XV. Records Retention.**

TPL shall maintain all Project records for a period of not less than three (3) years. Moreover, a copy of a Project records shall be sent to the Passaic County Engineer's Office for filing and reference following the completion of the Project.

**XVI. Notices.**

All notices pertaining to this Agreement shall be in writing delivered to the parties by hand, by commercial express courier service or by United States Express Mail, addressed to the parties at the addresses set forth below or such other addresses as the parties may designate by notice. All notices shall be deemed given when received (except any notice which is properly addressed and delivered but refused shall be deemed given on the date of refusal).

If to the COUNTY:	Kelly Ruffel, Deputy County Administrator County of Passaic 401 Grand Street, Room 205 Paterson, NJ 07505
With a copy to:	Matthew P. Jordan, County Counsel County of Passaic 401 Grand Street, Room 214 Paterson, NJ 07505
If to the CITY:	Ricardo Fernandez, PP/AICP, Business Administrator City of Passaic 330 Passaic Street Passaic, NJ 07055
With a copy to:	City of Passaic Law Department 330 Passaic Street Passaic, NJ 07055
If to TPL:	Jane Kim, Senior Counsel The Trust for Public Land 60 Park Place, Suite 901 Newark, NJ, 07102
With a copy to:	Scott Dvorak, Program Director The Trust for Public Land 60 Park Place, Suite 901 Newark, NJ, 07102

**XVII. Publicity.**

The Parties to this Agreement will not make any public statements, or hold any press events, without the express permission of officials at the County, City, and TPL. All media events or releases shall be coordinated by the Parties upon mutually agreeable terms.

**XVIII. Assignment**

The parties shall not have the right to assign any part of its obligations under this agreement.

**XIX. Governing Law.**

This Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.

**XX. Approval.**

This Agreement has been read and is fully understood by all the Parties. Furthermore, it has been approved by the Passaic County Board of Chosen Freeholders, Passaic City Council, and the board of Trust for Public Land. It is signed and sealed in accordance with New Jersey law and duly authorized officers for each of the Parties.

**IN WITNESS** of the foregoing provisions, the Parties have executed and delivered this Agreement as of the date first set forth above:

Approved as to form and legality:

**COUNTY OF PASSAIC**

\_\_\_\_\_  
Matthew P. Jordan, Esq.  
County Counsel

\_\_\_\_\_  
Cassandra Lazzara  
Director, Passaic County Board of Chosen Freeholders

Approved as to form and legality:

**CITY OF PASSAIC**

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Hector C. Lora  
Mayor, City of Passaic

Attested to:

**THE TRUST FOR PUBLIC LAND  
d/b/a TPL-NEW JERSEY**

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Kenneth J. Danter  
Executive Vice President



**EXHIBIT A**

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200214



## REQUEST FOR PROPOSALS

### DUNDEE ISLAND PARK PHASE II IMPROVEMENT PROJECT PASSAIC COUNTY PARK SYSTEM

#### I. Purpose

The County of Passaic (hereafter "County") is seeking a consultant (hereafter "Firm" or "Consultant") to conduct community input meetings, survey, and develop a schematic design and construction estimates for the Dundee Island Park Phase II Improvement Project (hereafter "Project"). The Project includes the area delineated in the attached map (hereafter "Project Area"). Specifically, the Project Area includes the adjacent abandoned railway and bridge and the property north of Dundee Island commonly known as North Pulaski Park.

Over the past three (3) years, the County and City of Passaic (hereafter "City") worked collaboratively to redevelop Dundee Island Park. Currently, Dundee Island Park is in the midst of a transformation and is under construction, with a new athletic field, field house, community garden, river walk, and amphitheater being installed. Once completed, Dundee Island will be transferred to the County and incorporated into the Passaic County Park System.

Currently, the adjacent railway area and bridge act as a dividing point between Dundee Island and Pulaski Park. Moreover, the property is a haven for illicit drug use and homeless encampments. Although not completed, the City is in the process of acquiring the railway and bridge property. This Project is focused on developing a community driven process to link the two (2) parks, repurpose the railway bridge as a pedestrian crossing, and rehabilitate North Pulaski Park by extending the river walk across the Monroe Street Bridge and improving and expanding the amenities therein to create one cohesive parkland across Pulaski Park, Dundee Island, and North Pulaski Park.

#### II. Project Goals

The Project is broken down into four (4) components. First, the County and City are seeking community engagement to solicit feedback from residents on the types of amenities and features to be installed on the parkland in the Project Area. Second, a survey containing, among other pertinent information, property owner information, that can be used by the County to begin the process of acquiring parcels needed for the Project, if necessary. Third, the Consultant will conduct a preliminary environmental assessment to determine what, if any, remediation work will need to be completed as part of the Project. Fourth, the County is seeking conceptual designs that include construction cost estimates and construction documents at the thirty percent (30%) phase. The fourth phase will also include identifying the necessary permits required to execute the Project.

The Consultant should suggest possible amenities, including but not limited to the following features:

- (a) Access and circulation plan to integrate Pulaski Park and Dundee Island byway of the railway property and new access points for the parks at Wall Street and 7<sup>th</sup> Street and Hudson Street;
- (b) Proposed pedestrian crossing and connectivity of the river walk at Dundee Island and the river walk at North Pulaski Park over the Monroe Street Bridge;
- (c) Inspection and determination of whether the existing railway bridge can be converted to a pedestrian and overlook crossing of the Passaic River;
- (d) Rain gardens and green infrastructure elements;
- (e) Landscape and tree planting;
- (f) Playground equipment;
- (g) American with Disabilities Act improvements;
- (h) Signage and wayfinding in conformance with the Passaic County Wayfinding Standards;
- (i) Monuments or other historic elements highlighting the history of Passaic County and City of Passaic; and
- (j) Other features as suggested by the Consultant or suggested during community input meetings.

The Consultant must be familiar with the previous improvements completed, and when necessary, consult the final plans for said projects.

### III. Project Planning and Personnel Coordination

The Project requires field work and historic research. Certain field and research data will be provided by Department of Engineering and Parks and Recreation Department. Nordan Murphy, Principal Engineer, will serve as the project coordinator for the County and will be involved in all aspects of the Project. He will provide access to research documents available in County's collections and assist with coordination as needed. The Consultant will coordinate efforts in tandem with him. The Project is on an intensive track, and all final deliverables must be delivered in one hundred fifty (150) days or less following award of contract. The Consultant will hold a Preliminary Meeting with County and City to discuss the Project goals and all relevant details. Not later than one week following the Preliminary Meeting, the Consultant will develop and propose in writing a work plan, projected committee meetings, project time table and project milestones for approval.

### IV. Detailed Scope of Consultant Services

- a. **Community Engagement.** The Consultant shall plan, promote, and conduct two (2) community meetings in the City, at a mutually agreeable time for the City and County.
- b. **Site Inspection.** A field inspection shall be conducted at the beginning of the Project to ascertain the existing condition of the Project Area. Consultant shall take and label photographs of the entire Project Area during the design phase of the Project.
- c. **Field Survey.** A New Jersey Licensed Professional Land Surveyor shall conduct field survey work for the Project. The fieldwork shall include a ground survey in sufficient scope to accomplish this project. The Consultant is required to arrange and provide any necessary traffic control as approved by the County in conformance with applicable regulations and industry standards. All costs associated with traffic control, including police traffic control is to be included in the Consultant's cost proposal. The survey shall be based on horizontal datum NAD83 and vertical datum NAVD88. The consultant will coordinate all utility mark

outs. The field survey data collection will result in a drafted existing conditions base map accurately depicting existing planimetric and topographic features suitable for support project concepts and design.

- d. **Property Owner Identification.** The Consultant shall identify all property owners within the Project Area for use by the County to begin the process of gaining control of the Project Area for completion of the Project. The Consultant shall utilize any existing survey boundaries available in accordance with digital tax maps available from the City of Passaic in digital format to locate the existing property limits and identify the properties needed as identified in the conceptual design.
- e. **Preliminary Environmental Assessment.** The Consultant shall conduct a preliminary environmental assessment of the Project Area to determine any remediation efforts that need to be undertaken for the Project, with a cost estimate of same.
- f. **Preliminary Bridge Inspection.** The Consultant shall conduct a preliminary engineering/structural assessment of the existing rail bridge to determine the condition and suitable reuse of the bridge in the project concept.
- g. **Conceptual Design.** The Consultant shall prepare a concept and schematic designs at the thirty percent (30%) level of completion. The concept/schematic design shall include graphic images of the concept to be adopted by the County.
- h. **Permit Identification.** The Consultant shall identify all necessary permits that must be obtained by the County to complete the Project.
- i. **Cost Estimate.** The Consultant shall prepare an Engineer's Estimate of Construction Cost for the Project, including but not limited the costs associated with rehabilitating the railway bridge for pedestrian access.

## V. Proposals

The Consultant shall submit the above outline as his/her proposal for his/her services. Should the Consultant wish to amend, alter, limit, condition or make additions to the above outline as his/her proposal, he/she shall do so by placing asterisks on the portion of the outline of which the Consultant wishes to change and provide an addendum to that section stating the changes, the reasons for and the consequences of each change.

The Consultant shall submit a proposal no later than **November 8, 2019** to Matthew P. Jordan, Deputy County Administrator via email at [matthewj@passaiccountynj.org](mailto:matthewj@passaiccountynj.org).

**VI. Fees**

This is a guide for preparing an estimate:

a. **Lump Sum.** The respondent's lump sum for the entire project and all other items necessary to complete the project as set forth in the scope of work is: \$ \_\_\_\_\_.

b. **Breakdown Pricing.** The respondent will provide unit pricing for the major components:

Community Meetings	\$ _____
Site Inspection, Field Survey, Permit/Property Owner Identification	\$ _____
Preliminary Bridge Inspection	\$ _____
Concept and Schematic Designs	\$ _____
Environmental Assessment	\$ _____
Permit Identification and Cost Estimation	\$ _____

**EXHIBIT B**

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200214



PARKS FOR PEOPLE  
NEWARK

60 Park Place  
Suite 203  
Newark, NJ  
07102  
P: 973.998.9440  
F: 973.954.2673  
tpl.org

## EXHIBIT B

**From:** Scott Dvorak  
New Jersey Parks for People Program Director

**To:** Anthony J. DeNova, III  
Passaic County Administrator

**Date:** 21 February 2020

**RE: REQUEST FOR PROFESSIONAL SERVICES BUDGET FEE**  
Engineering, Environmental and Survey Services  
Dundee Island Phase II Improvement Project  
City of Passaic, Passaic County, New Jersey

Passaic County is engaging The Trust for Public Land (TPL) for the completion of an initial scope of work for Dundee Island Park Phase II Improvement Project (hereafter "Dundee Ph. II"). The project entails linking the current Dundee Island Park site with the adjacent railroad and railway bridge and Pulaski Park as well as connecting these sites to North Pulaski Park north of Monroe Street and Hudson Street.

The initial phase of this project will include beginning the development of site base information, community outreach and engagement and the completion of a concept design comparable to the initial Dundee Island Park Improvement Project.

The limits of work are shown on Exhibit A prepared by Passaic County.

### Background:

TPL proposes to maintain the current project management, design and construction management team for Dundee Ph. II. Therefore, Dundee Ph. II would have the following division of work for this scope of work:

### Project Team

TPL: Owner's Representative, project manager, community engagement lead

MKW + Assoc.: Design lead, landscape architect and arborist

Boswell Eng.: Civil and structural engineering, topographic and utility survey, title search, environmental services

In addition to the two parks and the railroad and associated bridge, the project includes the parking areas adjacent to North Pulaski Park on the east and west side of the City of Passaic public housing at 14-34 Monroe Street. There is limited parking near North Pulaski Park and the scope as understood is to evaluate the use of the existing parking for park use.

The project also includes the land under the Monroe Street Bridge along the Passaic River and east of Riverview Apartments on Hudson Street. This area to be explored as a possible connection between Dundee Island Park and North Pulaski Park.

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200214

REQUEST FOR PROFESSIONAL SERVICES  
 Engineering, Environmental and Survey Services  
 Dundee Island Park Phase II  
 City of Passaic, Passaic County, New Jersey  
 21 February 2020

**Scope of Work:**

The following responds to the scope of work outlined in the County's RFP, and is included within the current scope of work:

- a. Community Outreach – Community outreach to consist of meeting covering three topics in two different locations as identified below. TPL to coordinate locations, date and outreach with the City and County of Passaic. Exhibits and other supporting information and documents will be provided as directed and required for each of the meetings noted below.

Community Outreach Meetings

- (i) Introductory and scoping information gathering: one (1) meeting at the north end of Dundee Island Park and one (1) meeting as the south end of Dundee Island Park for a total of two (2) meetings.
- (ii) Review of concept options: one (1) meeting at the north end of Dundee Island Park and one (1) meeting as the south end of Dundee Island Park for a total of two (2) meetings.
- (iii) Review of proposed final concept: one (1) meeting at a central location

- b. Site Inspection – A field inspection of the site area will be completed and will be documented in labeled photographs.

- c. Field Survey – A topographic and utility survey work will be completed to provide data required to complete the design and permit requirements for the project. The survey will be completed by a New Jersey Licensed Professional Land Surveyor. The survey will be base on horizontal datum NAD83 and vertical datum NAVD88 and will be completed to County of Passaic standards. Topography shall be 1 foot contour intervals which shall be prepared based upon cross sections every 25 feet to 50 feet (grid pattern). Topography shall be ½ foot contour intervals where slope is 1% or less. The survey will be combined with the survey for the existing Dundee Island Park Improvement Project.

- (i) The survey area encompass the following minimum area: Railroad from Wall Street to River Drive including all structures, 50' west of the railroad property, Monroe Street including the west superstructure and Passaic River bank between Dundee Island Park and North Pulaski Park, North Pulaski Park, Hudson Street (230 feet west of the cul-de-sac terminus) and the Passaic River.
- (ii) The existing water level of the Passaic River shall be measured.
- (iii) Wetland area limits shall be located and mapped as delineated.
- (iv) The 100-year flood boundary and flood-plain limits to be indicated.
- (v) In performing the survey work, horizontal and vertical baseline control points shall be established in the field for Contractor's reference during construction. Permanent benchmarks will be established as appropriate for the project site configuration.

- d. Property Owner Identification – A title search will be completed as well as review of publicly available records at the City of Passaic to determine the owner of record. This will be used in future project scope to proceed with acquisition of land or access easement to link Dundee Island Park to North Pulaski Park.

- e. Conceptual Design – The results of the site analysis and community engagement process will be taken into account during the development of a concept design. The concept design will communicate the design ideas to a non-technical audience, including the general public, public agency partners and officials. The design will be



REQUEST FOR PROFESSIONAL SERVICES  
 Engineering, Environmental and Survey Services  
 Dundee Island Park Phase II  
 City of Passaic, Passaic County, New Jersey  
 21 February 2020

revised following review and discussion at the design presentations to the community and schools, as referenced above under Community Outreach. The site development plan will be accompanied by a preliminary cost estimate/project budget that will be utilized to inform design development decisions. Up to three alternatives and one final concept layout to be developed and evaluated and a final concept plan.

- (i) Conduct the review meetings with the Project Team members so they may determine opportunities and constraints to the various options and final concept, and make changes where appropriate. The Consultant shall describe the philosophy and process used in the development of the design criteria and the various alternatives considered to meet the project objectives. Selected studies, sketches, cost estimates, schedules, and other relevant information shall be presented to support the design solutions proposed. It shall also be the responsibility of the Consultant to arrange and require all critical Sub-Consultant to be in attendance at the design review meetings. Record the minutes of each design meeting and distribute within three (3) working days to all attendees and those persons specified to be on the distribution list by the Program Manager.
  - (ii) The Project Team will utilize input and insights gleaned from the community engagement activities described herein. The Consultant to take into consideration the outcomes from all previous workshops, meetings and conversations as well as site and neighborhood conditions.
  - (iii) Final deliverable to include rendered plan with and without feature labels, bird's eye view and various sections and perspectives sufficient to convey the concept design.
- f. Permit Identification – The Project Team will identify necessary permits that must be obtained to complete the Project. The identified permits will be based upon the current information known at the time of development.
  - g. Cost Estimate – The Design Team to provide estimates for design concepts and cost estimate for the final concept design.
  - h. Reimbursables – TPL has provided an estimated budget for reimbursable expenses for the Design Team. They include but are not limited to reproductions and other expenses for community outreach including translation services, express mailings, mileage, and courier service. The amount to be billed based upon actual expenses incurred. Should the Design Team not require this budget for reimbursable expenses we will not invoice the full budget amount. If additional reimbursable expenses are required, we will invoice your office on an as needed basis without further authorization required. Please be aware that detailed invoices for reimbursable expenses will not be provided but are available if requested.

**Exclusions:**

This proposal does not include any other site design aspects, investigations or reports other than those design items mentioned above. This proposal does not include:

- a. Individual property parcel map / Boundary survey with metes and bounds
- b. Environmental Assessments
- c. Preliminary bridge construction assessment and underwater bridge evaluation survey
- d. Schematic Design to 30% construction documents
- e. Geotechnical engineering studies / services
- f. NJDEP Permitting
- g. Traffic / transportation studies

REQUEST FOR PROFESSIONAL SERVICES  
 Engineering, Environmental and Survey Services  
 Dundee Island Park Phase II  
 City of Passaic, Passaic County, New Jersey  
 21 February 2020

**Fees: Concept Design Budget – Phase I**

1. Community Engagement .....	\$ 37,500.00
2. Site Inspection .....	\$ 27,450.00
3. Field Survey .....	\$ 16,400.00
4. Property Owner Identification .....	\$ 700.00
5. Concept Design .....	\$ 96,200.00
6. Permit Identification .....	\$ 3,000.00
7. Cost Estimate .....	\$ 11,000.00
8. Reimbursables .....	\$ 7,750.00

<b>TOTAL CONCEPT DESIGN BUDGET - PHASE I</b>	<b>\$200,000.00</b>
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**EXHIBIT B**

**PROJECT LIMITS**

**From:**

**Passaic County, New Jersey  
Request for Proposals  
Dundee Island park Phase II Improvement Project  
Passaic County Park System**

**EXHIBIT C**

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200214



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

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

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



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION RETAINING LEGAL COUNSEL AND PATIENT ADVOCATE FOR THE PASSAIC COUNTY ADJUSTER'S OFFICE, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ., 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20200215							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-3							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION RETAINING LEGAL COUNSEL AND PATIENT ADVOCATE FOR  
THE PASSAIC COUNTY ADJUSTER'S OFFICE,  
PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter "County") is required to appoint a County Adjuster, who is in charge and supervised the preparation of papers related to the commitment of persons with mental illnesses in the County, and in cases arising in other counties in which the legal settlement appears to be in the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5, et seq. the County issued RFQ-20-037 and RFQ-20-049, seeking qualifications for a pool of legal counsel and patient advocates for calendar year 2020, to be hired on an as-needed basis, to provide professional services to the County; and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, the County's request for qualifications is a fair and open process, specifically, the qualification for a pool of legal counsel and patient advocates for calendar year 2020 is publicly advertised, awarded under a process that provides for public solicitation of qualifications, established the basis of an award and disclosure process documented in writing prior to any solicitation, and is publicly opened and announced when awarded; and

**WHEREAS**, on December 30, 2019 the Passaic County Board of Chosen Freeholders (hereafter "Board") passed Resolution No. R20191198 qualifying a pool of legal counsel and patient advocates for calendar year 2020, as recommended by the Passaic County Counsel, to be hired on an as-needed basis, which included M.A. Armstrong & Associates, LLC, Sciro & Marotta, LLC, and Brian R. Sequin, Esq.; and

**WHEREAS**, the Passaic County Counsel is recommending to the Board to retain M.A. Armstrong & Associates, LLC, Sciro & Marotta, LLC, and Brian R. Sequin, Esq. for the amounts as listed herein, to provide legal counsel and patient advocates for calendar year 2020 for the County, as well as render payment for services provided in calendar year 2019; and

**WHEREAS**, a certification of funds executed by the County's Chief Financial Officer is attached to this resolution, attesting to the availability of funds to award the contracts described herein; and

**WHEREAS**, this matter was discussed at the February 26, 2020 meeting of the Administration and Finance Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), that the County of Passaic is authorizing the following not to exceed contract amounts and payment for services rendered for legal counsel and patient advocates services, as recommended by the Passaic County Counsel:

1. M.A. Armstrong & Associates, LLC for an amount not to exceed five thousand dollars (\$5,000.00) for calendar year 2020;
2. Brian R. Sequin, Esq. for an amount not to exceed five thousand and one dollars (\$5,001.00) for calendar year 2020;
3. Sciro & Marotta, LLC for an amount not to exceed four thousand one hundred and sixty seven dollars (\$4,167.00) for calendar year 2020;
4. M.A. Armstrong & Associates, LLC for an amount not to exceed ten thousand five hundred and sixty three dollars (\$10,563.00), for services rendered in calendar year 2019; and
5. Brian R. Sequin, Esq. for an amount not to exceed four thousand five hundred and one dollars (\$4,501.00), for services rendered in calendar year 2019.

**LET IT BE FURTHER RESOLVED**, the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contracts to M.A. Armstrong & Associates, LLC, Sciro & Marotta, LLC, and Brian R. Sequin, Esq. and maintain a copy of the resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, and Director of the Passaic County Board of Chosen Freeholders are authorized to execute the contracts, and take any other steps necessary to carry out the purpose of this resolution.

MPJ

March 10, 2020



CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$29,232.00

APPROPRIATION: 0-01-20-104-003-213

PURPOSE: Resolution retaining legal counsel and patient advocate for the Passaic County Adjusters Office.



Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

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

Anthony J. De Nova III  
Administrator

Matthew P. Jordan, Esq.  
County Counsel

Louis E. Imhof, III, RMC  
Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS FOR THE COUNTY OF PASSAIC FOR ADVERTISEMENTS AND LEGAL NOTICES REQUIRED BY LAW, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

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REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20200216							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-4							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS FOR THE COUNTY OF PASSAIC FOR ADVERTISEMENTS AND LEGAL NOTICES REQUIRED BY LAW, PURSUANT TO N.J.S.A. 40:23-13**

**WHEREAS**, the County of Passaic (hereafter “County”) is required to advertise and provide legal notice pursuant to N.J.S.A. 10:4-6, et seq., and N.J.S.A. 40A:11-1, et seq., and other applicable legal authority whereby advertisements and legal notices are required; and

**WHEREAS**, N.J.S.A. 40:23-13 authorizes the Passaic County Board of Chosen Freeholders (hereafter “Board”) to designate an official newspaper or newspapers in which shall be published all advertisements and notices required by law to be published; and

**WHEREAS**, the Passaic County Counsel is recommending to the Board to designate official newspapers for the County for advertisements and legal notices required under the law, specifically, The Bergen Record, Herald News, The Beacon, The Italian Tribune, and Newark Star Ledger; and

**WHEREAS**, this matter was discussed at the February 26, 2020 meeting of the Administration and Finance Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, by the Passaic County Board of Chosen Freeholders, The Bergen Record, Herald News, The Beacon, The Italian Tribune, and Newark Star Ledger are designated as official newspaper for the County of Passaic for advertisements and legal notices as authorized in N.J.S.A. 40:23-13; and

**LET IT BE FURTHER RESOLVED**, the Clerk to the Board, Passaic County Purchasing Agent, and other designated County personnel shall use the County’s designated newspapers for all official advertisements and legal notices required by law; and

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, Passaic County Purchasing Agent, and Passaic County Administrator are authorized to take any other steps necessary to carry out the purpose of this resolution.

MPJ

March 10, 2020

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Dir. Pasquale "Pat" Lepore  
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Fax: 973-742-3746

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION QUALIFYING CONTRACT ADMINISTRATORS AND MONITORS FOR THE PASSAIC COUNTY JAIL HEALTHCARE SERVICES, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ., 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20200217							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-5							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION QUALIFYING CONTRACT ADMINISTRATORS AND MONITORS  
FOR THE PASSAIC COUNTY JAIL HEALTHCARE SERVICES, PURSUANT TO  
N.J.S.A. 40A:11-5, ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) and the Passaic County Sheriff’s Department, owns and operates the Passaic County Jail, and provides healthcare services to inmates, as required under the law; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5, et seq. the County issued RFQ-20-060, seeking qualifications for a pool of contract administrators and monitors for the Passaic County Jail Healthcare Services (hereafter “RFQ-20-060”); and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, the County’s request for qualifications is a fair and open process, specifically, the qualification for the pool of outside contract administrators and monitors for calendar year 2020 is publicly advertised, awarded under a process that provides for public solicitation of qualifications, established the basis of an award and disclosure process documented in writing prior to any solicitation, and is publicly opened and announced when awarded; and

**WHEREAS**, two (2) respondents submitted professional qualifications for RFQ-20-060, and the Passaic County Administrator is recommending that the Passaic County Board of Chosen Freeholders (hereafter “Board”) qualify Herrera Correctional MGMT Systems and Persclay Associates, Inc.; and

**WHEREAS**, this matter was discussed at the February 26, 2020 meeting of the Administration and Finance Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), that the Passaic County Board of Chosen Freeholders is qualifying Herrera Correctional MGMT Systems and Persclay Associates, Inc. as contract administrators and monitors for the Passaic County Jail healthcare services for calendar year 2020, to be hired on an as-needed basis; and

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, and the Passaic County Administrator are authorized to take any other steps necessary to carry out the purpose of this resolution.

MPJ

March 10, 2020

# Passaic County Board of Chosen Freeholders

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PASSAIC COUNTY FREEHOLDERS

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Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING A GRANT TO THE GREENWOOD LAKE COMMISSION IN THE AMOUNT OF \$30,000 FROM THE PASSAIC COUNTY OPEN SPACE, FARMLAND, AND HISTORIC PRESERVATION TRUST FUND, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

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REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20200218							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-6							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING A GRANT TO THE GREENWOOD LAKE COMMISSION IN THE AMOUNT OF \$30,000 FROM THE PASSAIC COUNTY OPEN SPACE, FARMLAND, AND HISTORIC PRESERVATION TRUST FUND**

**WHEREAS**, pursuant to N.J.S.A. 40:12-15.1, et seq., the Passaic County Board of Chosen Freeholders (hereafter "Board") authorized the creation of the Passaic County Open Space, Farmland, and Historic Preservation Trust Fund (hereafter "Trust Fund") to ensure that there is an adequate supply of lands for either public outdoor recreation or conservation of natural resource, or both, and to restore historic assets in Passaic County; and

**WHEREAS**, the Board authorized Resolution No. R20170349, approving Rules and Regulations governing the Trust Fund (hereafter "Rules"), and subsequently amended same on December 27, 2019, by approving Resolution No. 20181062; and

**WHEREAS**, pursuant to Chapter 16, Part 1(b), the Board can authorize grant to qualified nonprofits, for the purposes as set forth therein; and

**WHEREAS**, the Greenwood Lake Commission is a qualified nonprofit as required under the Rules, and is responsible for management and conservation of Greenwood Lake, one of the largest lakes in the Highlands Region that supplies drinking water to approximately 3.5 million people in New Jersey, as well tourism and recreational activity in Passaic County; and

**WHEREAS**, the Greenwood Lake Commission, in a letter dated February 11, 2020, is requesting a grant in the amount of thirty thousand dollars (\$30,000.00) to protect the natural resources of Greenwood Lake, which is being recommended for approval by the Passaic County Administrator; and

**WHEREAS**, a certification of funds executed by the County's Chief Financial Officer is attached to this resolution, attesting to the availability of funds for the expenditures described in the Agreement; and

**WHEREAS**, this matter was discussed at the February 26, 2020 meeting of the Administration and Finance Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to the legal authority as stated herein, the Passaic County Board of Chosen Freeholders is authorizing a thirty thousand dollar (\$30,000.00) grant to the Greenwood Lake Commission from the Passaic County Open Space, Farmland, and Historic Preservation Trust Fund; and

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, Chief Financial Officer, and the Passaic County Administrator are authorized to take any other steps necessary to carry out the purpose of this resolution.

MPJ

March 10, 2020

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$30,000.00

APPROPRIATION: O-20-56-625-000-604

PURPOSE: Resolution authorizing a grant to the Greenwood Lake Commission from the Passaic County Open Space Fund.



Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION RETAINING PERSELY ASSOCIATES, INC. AS A CONTRACT ADMINISTRATOR AND MONITOR FOR THE PASSAIC COUNTY JAIL HEALTHCARE SERVICES, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ., ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

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REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20200219							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-7							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION RETAINING PERSELAY ASSOCIATES, INC. AS A CONTRACT ADMINISTRATOR AND MONITOR FOR THE PASSAIC COUNTY JAIL HEALTHCARE SERVICES, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) and Passaic County Sheriff’s Department (hereafter “Department”) require a contract administrator and monitor for the Passaic County Jail Healthcare Services; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5, *et seq.*, the County issued RFQ-20-060, seeking qualifications for a pool of contract administrators and monitors for the Passaic County Jail Healthcare Services (hereafter “RFQ-20-060”); and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, the County’s request for qualifications is a fair and open process, specifically, the qualification for the pool of outside contract administrators and monitors for calendar year 2020 is publicly advertised, awarded under a process that provides for public solicitation of qualifications, established the basis of an award and disclosure process documented in writing prior to any solicitation, and is publicly opened and announced when awarded; and

**WHEREAS**, on March 10, 2020, the Passaic County Board of Chosen Freeholders (hereafter “Board”) qualified a pool of contract administrators and monitors for the Passaic County Jail healthcare services for calendar year 2020, as recommended by the Passaic County Administrator, to be hired on an as-needed basis, which included Perselay Associates, Inc.; and

**WHEREAS**, the Passaic County Administrator is recommending to the Board to retain Perselay Associates, Inc., for an amount not to exceed seventy two thousand dollars (\$72,000.00), to provide contract administration and monitoring for healthcare services at the Passaic County Jail; and

**WHEREAS**, a certification of funds executed by the County’s Chief Financial Officer is attached to this resolution, attesting to the availability of funds to award the contract described herein; and

**WHEREAS**, this matter was discussed at the February 26, 2020 meeting of the Administration and Finance Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), that the County of Passaic is retaining Perselay Associates, Inc. to provide a contract for administration and monitoring for healthcare services at the Passaic County Jail, for an amount not to exceed seventy two thousand dollars (\$72,000.00), as recommended by the Passaic County Administrator; and

**LET IT BE FURTHER RESOLVED**, the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract to Perselay Associates, Inc., and maintain a copy of the resolution on file and available for public inspection in the Office of the Clerk to the Board; and

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, and Director of the Passaic County Board of Chosen Freeholders are authorized to execute the contract, and take any other steps necessary to carry out the purpose of this resolution.

MPJ

March 10, 2020

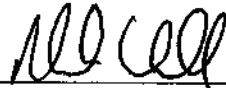
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$72,000.00

APPROPRIATION: 0-01-20-102-001-213

PURPOSE: Resolution retaining Perselay Associates, Inc. as a contract administrator and monitor for the Passaic County Jail.



Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr

# Passaic County Board of Chosen Freeholders

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PASSAIC COUNTY FREEHOLDERS

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Anthony J. De Nova III  
Administrator

Matthew P. Jordan, Esq.  
County Counsel

Louis E. Imhof, III, RMC  
Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING SHORT-TERM LEASE AGREEMENT BY AND BETWEEN THE COUNTY OF PASSAIC AND VERIZON WIRELESS OF BASKING RIDGE, NEW JERSEY FOR INSTALLATION OF CERTAIN EQUIPMENT FROM AUGUST 3 TO AUGUST 18, 2020, FREE OF CHARGE, TO ENHANCE WIRELESS COVERAGE FOR THE PASSAIC COUNTY FAIR, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20200220							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-8							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING SHORT-TERM LEASE  
AGREEMENT BY AND BETWEEN THE COUNTY OF PASSAIC  
AND VERIZON WIRELESS OF BASKING RIDGE, NEW JERSEY FOR  
INSTALLATION OF CERTAIN EQUIPMENT FROM AUGUST 3 TO  
AUGUST 18, 2020, FREE OF CHARGE, TO ENHANCE  
WIRELESS COVERAGE FOR THE PASSAIC COUNTY FAIR**

**WHEREAS**, the Board of Chosen Freeholders for the County of Passaic (hereinafter the “Board”), in conjunction with its not-for-profit corporation, Friends of Passaic County Parks, Inc., are again sponsoring a Passaic County Fair, which is scheduled to be held Thursday, August 13, 2020 to Sunday, August 16, 2020; and

**WHEREAS**, when the Fair has been held in prior years, there were complaints of spotty and sometimes no wireless service in the area of the Great Meadow, which is where the Fair is held; and

**WHEREAS**, last year, in preparation for said Fair, the Passaic County Sheriff’s Office reached out to SMSA Limited Partnership d/b/a/ Verizon Wireless (hereinafter “Verizon”), which offered to assist the County and Sheriff’s Office by offering equipment, free of charge, to enhance the wireless coverage for the Fair; and

**WHEREAS**, this year, Verizon has kindly offered to again provide equipment, free of charge, to enhance the wireless coverage for the Fair; and

**WHEREAS**, consistent with last year’s agreement Verizon has requested that prior to bringing in the additional equipment, the County execute a short-term lease agreement guaranteeing that the equipment will be protected while on County property and insuring them from any liability for same while it is in the County’s possession; and

**WHEREAS**, the Administration and Finance Committee reviewed this matter at its February 26, 2020 meeting and is recommending approval by the full Board, subject to review by the Office of the Passaic County Counsel, prior to the execution of said short-term lease agreement; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Chosen Freeholders for the County of Passaic that it hereby authorizes a short-term lease agreement by and between the County of Passaic and Verizon Wireless of Basking Ridge, New Jersey, allowing for the installation of a cell on wheels and other certain equipment for the Period of August 3, 2020 to August 18, 2020, free of charge, in order to enhance wireless coverage for the Passaic County Fair.

**LET IT BE FURTHER RESOLVED**, that the Clerk and Director of the Board be and hereby are authorized to execute this said lease agreement subject to review by the Office of the Passaic County Counsel.

March 10, 2020

LSP

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
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Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION OPPOSING THE PROPOSED 2020-2021 DRAWDOWN OF GREENWOOD LAKE, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

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REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20200221							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-9							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION OPPOSING THE PROPOSED  
2020-2021 DRAWDOWN OF GREENWOOD LAKE**

**WHEREAS**, the County of Passaic (the “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of Chosen Freeholders for the County of Passaic (hereinafter the “Board”) are vested with decision making powers for the County; and

**WHEREAS**, currently before the Greenwood Lake Commission is a proposal for a twenty (20) year plan which would drawdown Greenwood Lake by five (5) feet in the first year it became effective and continue every four (4) years thereafter for the stated purposes of riding the lake of “nuisance” aquatic vegetation and provide property owners on the lake front an opportunity to make repairs potentially at a reduced cost; and

**WHEREAS**, the refill of the water supply in the lake is dependent solely on rainfall or other natural precipitation; and

**WHEREAS**, the Board has reviewed the proposal and the opposition to said proposal, which, not only sets forth concern regarding the replenishment of the Lake’s water level, but also points out that nuisance vegetation and repairs can be addressed through alternative methods; and

**WHEREAS**, based on the information presented the County wishes to place the Greenwood Lake Commission of its opposition to the proposed drawdown of Greenwood Lake; and

**WHEREAS**, the Administration and Finance Committee reviewed this matter at its February 26, 2020 meeting and is recommending this resolution to the full Board for adoption; and

**NOW, THEREFORE, LET BE IT RESOLVED**, by the Board of Chosen Freeholders for the County of Passaic that it urges opposition to the proposed plan to drawdown Greenwood Lake.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board is authorized to send certified copies of this Resolution to members of the Greenwood Lake Commission.

Dated: March 10, 2020

LSP

Southwinds, Inc.  
dba: South Shore Marina  
1880 Greenwood Lake Turnpike, Hewitt, New Jersey 07421  
www.southshoremarina.com email: boats@southshoremarina.com  
Tel: 973-728-1681

February 15, 2020

Greenwood Lake Commission  
P.O. Box 93  
Hewitt, New Jersey 07421

Subject: Proposed 2020-2021 Drawdown of Greenwood Lake

Dear Commission Members:

South Shore Marina is not in favor of the proposed 2020-2021 60-inch drawdown of Greenwood Lake and recommends that it be cancelled. The facts to support this are there if you take a look.

Attached is the Northern New Jersey (Division 1) Monthly Precipitation Table: 1999-2019. If you examine the past precipitation rates with regards to drawdowns, FACT: refilling the lake is a crapshoot. Even drawing the lake down quickly enough to get work done appears to be a crapshoot too. Look out your window, there is no snow or ice in the mountains to run off into the lake. FACT: The weather has changed. FACT: Sooner or later the current Greenwood Lake Water Level Management Plan will cause a disaster for the residents/marinas/hotels/restaurants and economies of two towns.

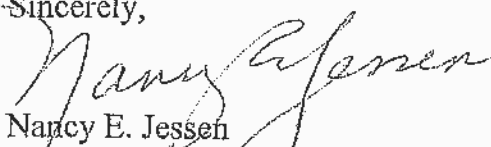
If the lake does not refill there is **no alternative** for the businesses and lakefront homeowners. However the boating customers and home buyers do have an alternative – they can go to the Hudson River, Lake Hopatcong, or the New Jersey shore.

Regarding the water lilies in the east arm: Does the Greenwood Lake Commission really want to encourage residents to wade out in the cold **mud** to try to remove them? If the lake bottom does freeze, they will be impossible to remove and the freezing does not kill them either. Is there an alternate way to remove the water lilies? Yes, hydro-raking can remove water lilies when there is water in the lake.

Can lakefront homeowners fix their bulkheads/docks without drawing the lake down? Yes. It probably costs them more money, but they have an alternative.

One of the speakers at the public hearing said, "It is ok with me if the lake does not refill for one season." If you vote "Yes" then apparently it is ok with you too.

Sincerely,



Nancy E. Jessen

President

Introduced on: March 10, 2020  
Southwinds, Inc. March 10, 2020  
Official Resolution#: R20200221  
dba: South Shore Marina

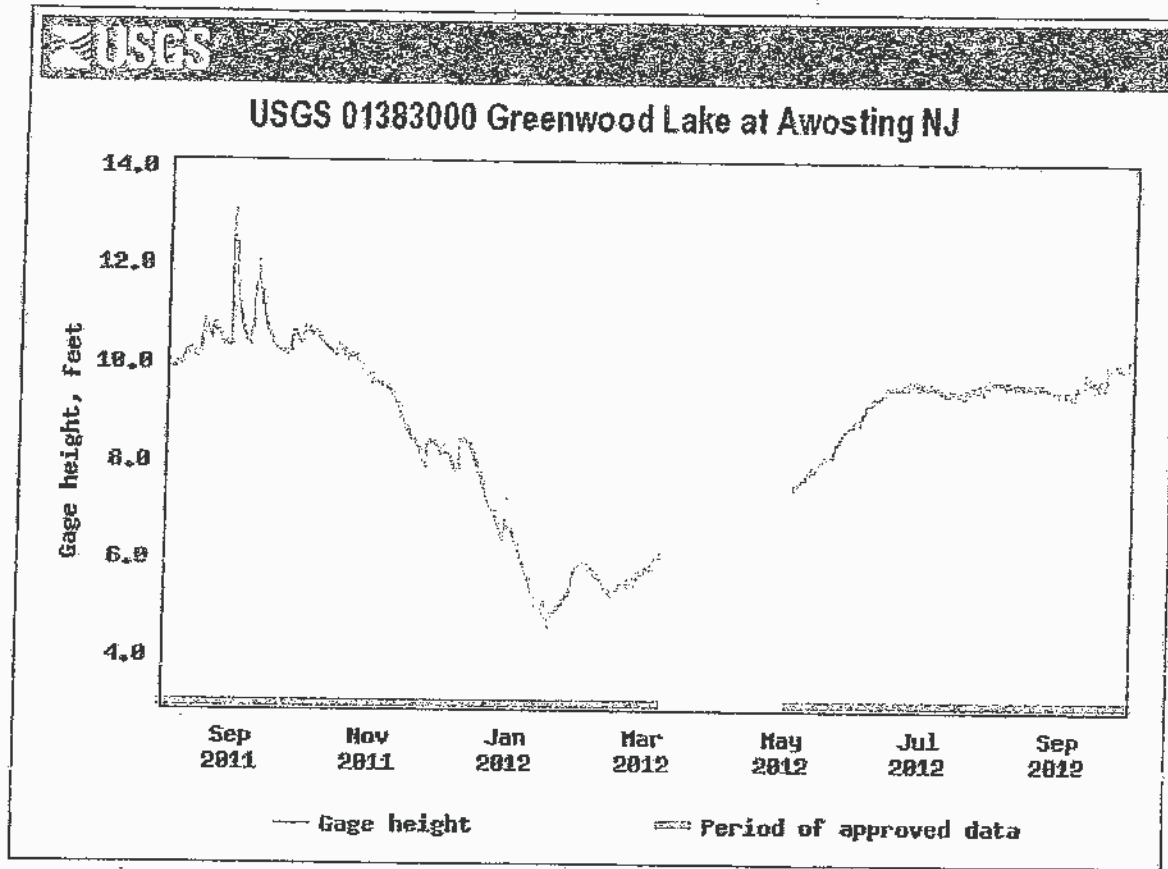


# Northern New Jersey (Division 1) Monthly Precipitation (in inches)

Year	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
1999	7.22	2.78	5.25	2.40	3.34	1.15	0.89	4.78	*11.21	3.13	2.75	2.72	47.62
2000	3.11	2.30	3.69	3.69	4.63	5.03	6.06	5.15	4.19	1.02	3.11	4.60	46.58
2001	2.72	2.58	5.62	1.95	3.84	5.77	2.97	3.13	4.20	0.72	1.16	2.44	37.10
2002	1.91	0.85	3.76	4.12	5.15	5.27	1.54	3.93	4.47	6.81	4.69	4.57	47.07
2003	2.77	4.25	4.36	2.59	3.98	*9.29	3.76	5.93	7.89	5.84	4.48	6.12	61.26
2004	2.19	2.42	2.91	4.94	4.64	3.19	8.47	4.97	8.67	1.74	4.38	3.97	52.49
2005	4.99	2.54	4.32	4.88	1.75	3.58	3.94	1.92	1.60	*14.18	4.21	3.60	51.51
2006	5.43	1.98	0.88	3.96	3.52	8.99	4.63	4.39	5.09	6.64	5.54	2.32	53.37
2007	3.20	1.77	4.33	*9.43	1.62	4.50	5.94	5.82	1.10	6.36	3.14	5.54	52.75
2008	1.89	6.33	5.38	2.70	4.25	3.38	4.24	2.57	6.98	3.76	2.83	6.61	50.92
2009	2.51	0.73	1.80	3.11	4.78	7.63	5.74	6.82	2.48	5.41	1.49	6.49	48.99
2010	2.60	4.14	8.84	2.93	3.41	2.68	4.06	3.25	3.36	5.97	2.44	3.79	47.47
2011	3.24	3.35	6.91	6.62	5.28	4.68	3.51	*15.66	*10.10	4.66	3.93	4.55	72.49
2012	3.03	1.07	1.33	2.87	5.15	3.54	3.89	3.89	4.91	4.99	1.12	5.42	41.21
2013	3.03	2.35	2.58	2.23	4.85	8.53	4.84	4.77	2.23	1.01	3.22	4.21	43.85
2014	3.13	4.76	3.32	4.65	5.19	4.34	5.53	2.33	1.36	4.13	3.71	4.07	46.52
2015	3.80	1.87	3.89	2.39	1.45	7.18	3.16	2.63	4.03	3.80	1.95	4.50	40.65
2016	3.22	4.18	1.19	2.05	3.77	2.44	6.47	2.86	2.00	2.40	3.41	3.33	37.32
2017	3.64	2.01	3.83	3.90	5.53	3.51	5.95	4.77	2.15	5.32	1.23	1.52	43.36
2018	3.07	5.35	3.84	4.76	4.93	3.03	6.60	8.14	7.37	3.93	8.64	5.86	65.52
2019	4.92	3.07	3.68	4.59	8.69	5.17	7.19	3.92	0.97	6.93	2.52	5.13	56.78
2020	2.14												
<b>30-year Normal</b>	3.41	2.82	3.96	4.20	4.34	4.45	4.75	4.11	4.47	4.31	3.86	3.95	48.63

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution# R20200221

\* Months with more than 9 inches of rain: Hurricane Floyd (1999), Remnants of Tropical Storm Tammy and Subtropical Depression Twenty-two (2005), April Nor'easter (2007), Hurricane Irene (2011)  
 Division 1 includes Bergen, Essex, Hudson, Hunterdon, Morris, Passaic, Somerset, Sussex, Union, and Warren counties and covers 37% of New Jersey.  
 Source: www.climate.rutgers.edu/stateclim\_v1/inclimdiv/index.php?str=NJ01&lem=pcpn  
 Last updated: 02/15/2020



# 2011-2012 GREENWOOD LAKE DRAWDOWN 60"

## Dam Gage Height:

### August 1, 2011 – September 30, 2012

"Full Pool" is gage height 10.0 feet at the dam

From the mid-February closing of the dam, it took 7 months to refill Greenwood Lake

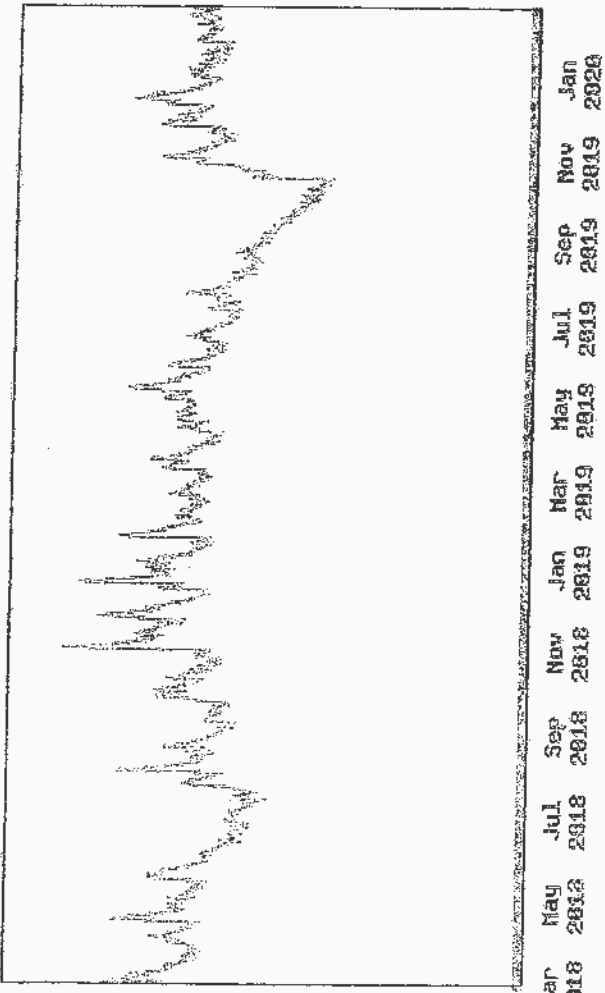
U.S. Department of the Interior

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200221

U.S. Geological Survey

https://nwis.waterdata.usgs.gov/nwis/lv/?s\_id=242585&format=img\_default&site\_no=01383000&set\_arithscale\_y=on&begin\_date=20180301&end\_date=20200220

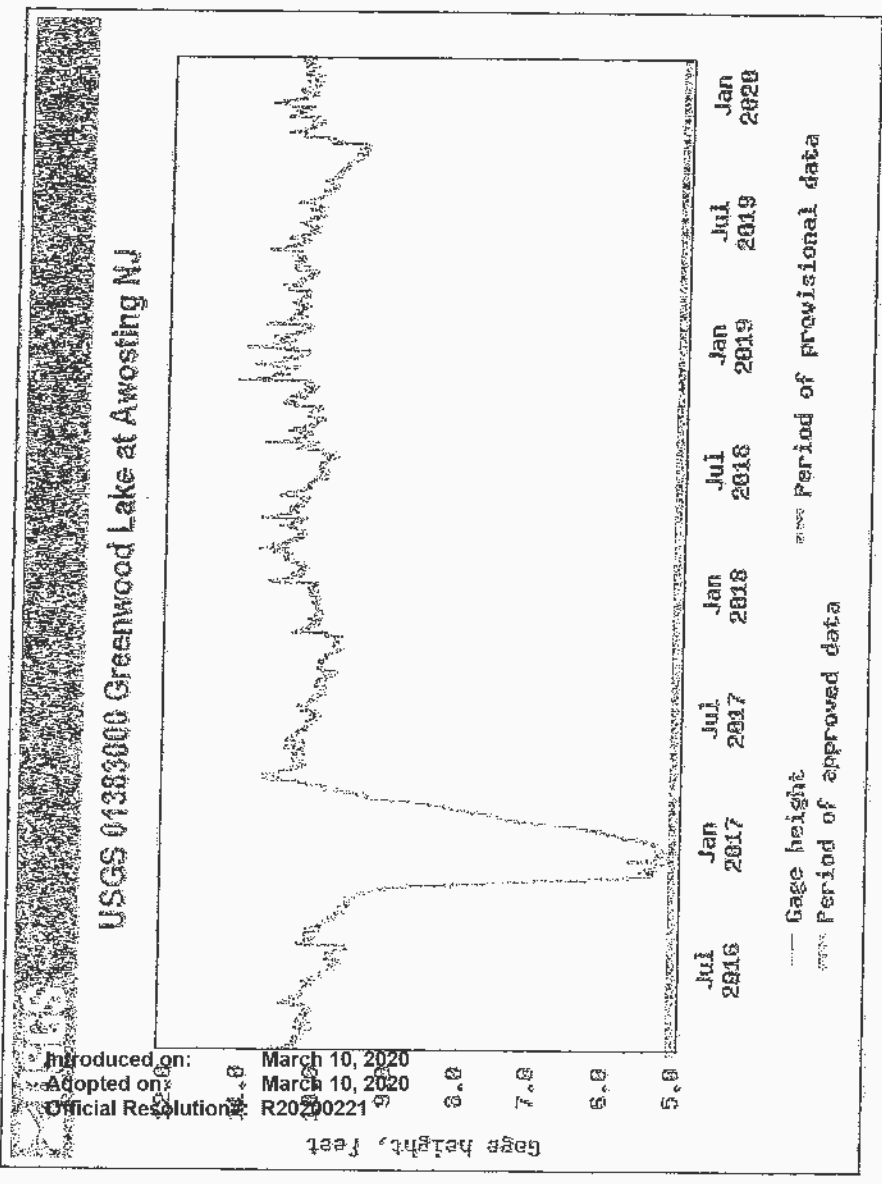
### USGS 01383000 Greenwood Lake at Awosting NJ



--- Lake height  
 --- Period of approved data  
 --- Period of provisional data

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution: R20200221

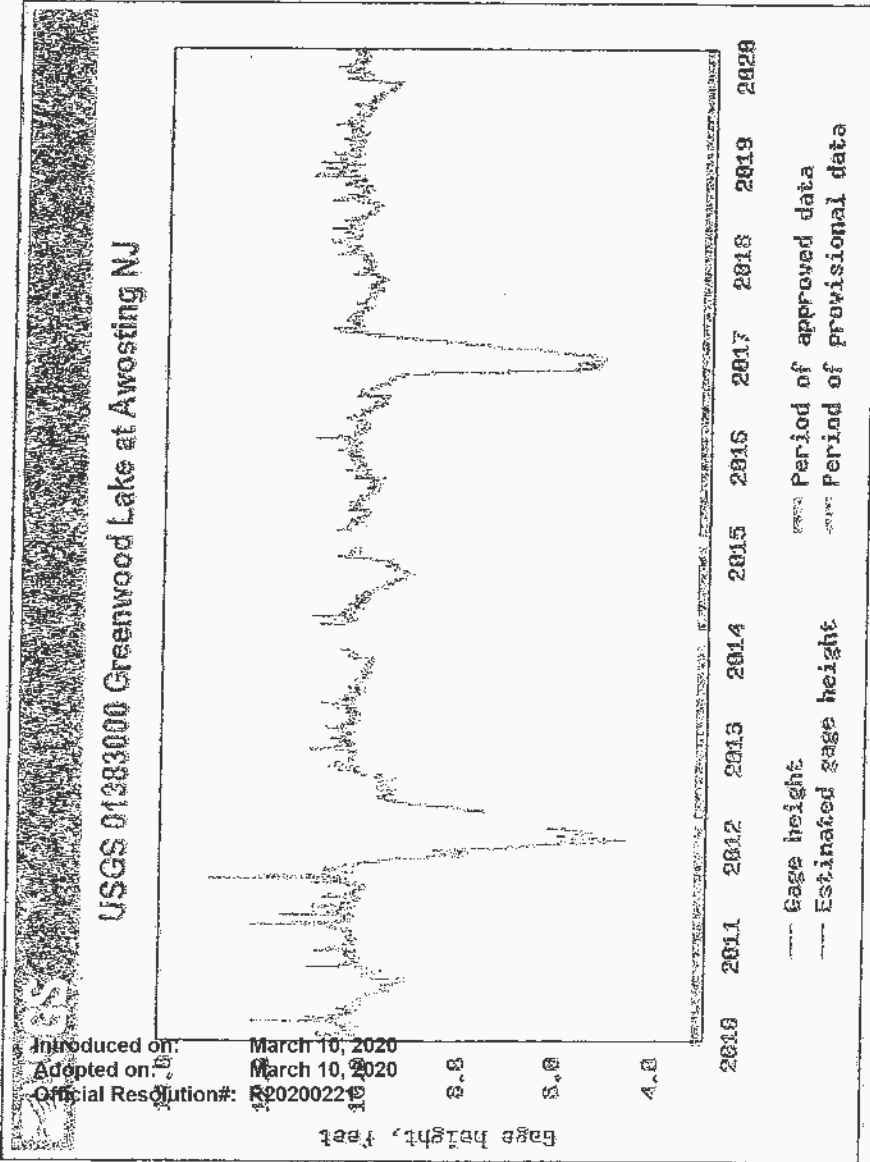
https://nwis.waterdata.usgs.gov/nwis/uvi/71s\_id=242585&format=img\_default&site\_no=01383000&set\_arithscale\_y=on&begin\_date=20160301&end\_date=20200220



https://nwis.waterdata.usgs.gov/nwis/uvi/71s\_id=242585&format=img\_default&site\_no=01383000&set\_arithscale\_y=on&begin\_date=20160301&end\_date=20200220

https://nwis.waterdata.usgs.gov/nwis/lw/?is\_id=242585&format=img\_default&site\_no=01383000&set\_anthscale\_y=on&begin\_date=20100101&end\_date=20200220

2/20/2020



**NORTH JERSEY DISTRICT WATER SUPPLY COMMISSION**  
DAILY STATISTICS

**Wanaque Reservoir @ 100%**  
Elevation = 400.00'  
Storage = 2,036.0 b.g.  
Min. Release = 10 mgd

**Montville @ 100%**  
Elevation = 400.00'  
Storage = 7.00 b.g.

**Greenwood Lake @ 100%**  
Elevation = 608.86' (USGS datum 210.0)  
Storage = 14.0 b.g.

**Minimum Flows**  
Ramepo River = 40 mgd  
Passaic River @ L.F. = 17.6 mgd

DATE	ELEV.		STORAGE, bg		CAPACITY, %		WITHDRAWAL, mg		RAINFALL, in		PUMPING, mg			RIVER FLOW, mg																
	MONKS. 3011L	WAN.	GRNWD LAKE	WAN.	MONKS.	COMB.	WAN.	MONKS.	COMB.	NUD	UWR	DAILY	ACC.	RAM	WAN. S.	WAN.	RAM.	PAS. @LF	WAN. @AWST.											
February 2, 2020	400.78	297.67	210.23	26.04	7.14	33.19	87.9%	102.0%	90.8%	95.18	0.000	0.01	0.01	0.0	0.0	10.6	170	911	36.2											
February 3, 2020	400.77	297.68	210.22	26.02	7.14	33.19	87.9%	102.0%	90.9%	95.09	0.000	0.17	0.18	0.0	0.0	10.6	164	827	34.5											
February 4, 2020	400.83	297.84	210.19	26.05	7.15	33.17	87.8%	102.2%	90.6%	103.26	0.000	0.02	0.20	0.0	0.0	10.8	162	769	33.7											
February 5, 2020	400.76	297.65	210.21	26.03	7.14	33.17	87.6%	102.0%	90.5%	103.87	0.000	0.04	0.24	0.0	0.0	10.6	156	718	31.5											
February 6, 2020	400.73	297.64	210.17	26.02	7.13	33.16	87.8%	101.9%	90.5%	96.15	0.000	0.27	0.51	0.0	0.0	10.8	153	686	30.7											
February 7, 2020	400.76	297.64	210.20	26.02	7.14	33.20	87.9%	102.1%	90.5%	96.41	0.000	0.26	0.77	0.0	0.0	11.1	162	672	30.7											
February 8, 2020	400.83	297.68	210.23	26.05	7.14	33.20	87.9%	102.1%	90.8%	96.57	0.000	0.00	0.77	0.0	0.0	11.1	211	730	36.4											
February 9, 2020	400.77	297.78	210.25	26.11	7.15	33.26	88.1%	102.2%	90.8%	96.57	0.000	0.00	0.77	0.0	0.0	11.1	211	730	36.4											
February 10, 2020	400.81	297.78	210.24	26.12	7.14	33.26	88.2%	102.0%	90.8%	96.88	0.000	0.22	0.99	0.0	0.0	10.6	247	827	41.3											
February 11, 2020	400.80	297.79	210.24	26.13	7.15	33.28	88.2%	102.1%	90.8%	111.90	0.000	0.29	1.28	0.0	0.0	10.6	201	808	40.4											
February 12, 2020	400.89	297.97	210.26	26.28	7.16	33.44	88.7%	102.3%	91.2%	86.93	0.000	0.13	1.41	0.0	0.0	11.0	188	795	38.7											
February 13, 2020	400.84	298.14	210.33	26.39	7.15	33.54	89.1%	102.2%	91.3%	110.09	0.000	0.52	1.93	0.0	0.0	11.1	207	860	38.7											
February 14, 2020	400.79	298.20	210.30	26.43	7.14	33.58	89.2%	102.2%	91.3%	109.23	0.000	0.01	1.94	0.0	0.0	11.1	229	1009	44.1											
February 15, 2020	400.80	298.24	210.27	26.46	7.15	33.61	89.3%	102.1%	91.7%	97.29	0.000	0.00	1.94	0.0	0.0	11.1	312	1073	53.0											
February 16, 2020	400.83	298.28	210.27	26.49	7.15	33.64	89.4%	102.1%	91.7%	97.09	0.000	0.00	1.94	0.0	0.0	11.1	262	1060	49.9											
February 17, 2020	400.78	298.27	210.25	26.48	7.14	33.63	89.4%	102.2%	91.8%	104.06	0.000	0.00	1.94	0.0	0.0	10.6	225	1002	44.1											
February 18, 2020	400.78	298.27	210.23	26.48	7.14	33.63	89.4%	102.0%	91.8%	107.78	0.000	0.03	1.97	0.0	0.0	10.6	211	963	43.1											
February 19, 2020	400.78	298.27	210.23	26.48	7.14	33.63	89.4%	102.0%	91.8%	107.78	0.000	0.02	1.99	0.0	0.0	10.6	195	937	40.5											
February 20, 2020					0.00	0.00	0.0%	0.0%	0.0%			1.99			10.6	164	873	39.5												
February 21, 2020					0.00	0.00	0.0%	0.0%	0.0%			1.99																		
February 22, 2020					0.00	0.00	0.0%	0.0%	0.0%			1.99																		
February 23, 2020					0.00	0.00	0.0%	0.0%	0.0%			1.99																		
February 24, 2020					0.00	0.00	0.0%	0.0%	0.0%			1.99																		
February 25, 2020					0.00	0.00	0.0%	0.0%	0.0%			1.99																		
February 26, 2020					0.00	0.00	0.0%	0.0%	0.0%			1.99																		
February 27, 2020					0.00	0.00	0.0%	0.0%	0.0%			1.99																		
February 28, 2020					0.00	0.00	0.0%	0.0%	0.0%			1.99																		
February 29, 2020					0.00	0.00	0.0%	0.0%	0.0%			1.99																		
<b>AVERAGE</b>																														
											<b>TOTAL (mg)</b>																			
											<b>AVG (mgd)</b>																			
											<b>Averages</b>																			
											Historical February 2019	91.36	0.00																	
											Historical February 2018	100.82	17.88																	
											Historical February 2017	105.64	11.89																	
											Historical February 2016	101.32	0.00																	
											Historical February 2015	109.63	6.93																	
											Year to Month	194.33	0.00																	
											<b>TOTAL (mg)</b>	1802.31	0.000																	
											<b>AVG (mgd)</b>	100.13	0.00																	
											<b>Totals</b>																			
											1.78																			
											4.14																			
											2.13																			
											4.53																			
											1.95																			
											4.45																			

Fax Transmittal Schedule  
Monday -N.J. DEP  
TUESDAY -United Water  
Thursday-OEM Coordinator at Pompton Lakes  
MONTHLY  
United Water  
N.J. DEP  
OEM COORDINATOR  
USGS  
Wanaque Valley Waste Water Treatment Plant

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

401 Grand Street  
Paterson, New Jersey 07505

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

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION REAPPOINTING MICHAEL HANRAHAN AS A MEMBER OF THE PASSAIC COUNTY UTILITIES AUTHORITY PURSUANT TO N.J.S.A. 40:14B-4, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

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REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20200222							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-10							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION REAPPOINTING MICHAEL HANRAHAN  
AS A MEMBER OF THE PASSAIC COUNTY  
UTILITIES AUTHORITY PURSUANT TO N.J.S.A. 40:14B-4**

**WHEREAS**, the Passaic County Board of Chosen Freeholders (hereinafter the “Board”) created the Passaic County Utilities Authority (hereinafter “PCUA”) pursuant to the authority vested in them by N.J.S.A. 40:14B-1, *et seq.*; and

**WHEREAS**, pursuant to N.J.S.A. 40:14B-4(b)(2), the PCUA is comprised of nine (9) members, with said members serving a five (5) year term for dates as prescribed under the law; and

**WHEREAS**, on or about April 25, 2017, the Board reappointed Michael Hanrahan to a five (5) year term to the PCUA beginning retroactively on February 1, 2015 and expiring February 1, 2020, pursuant to N.J.S.A. 40:14B-4 by Resolution number R2017-0329; and

**WHEREAS**, in accordance with the law, Michael Hanrahan is serving as a member of the PCUA in holdover status since the expiration of his term; and

**WHEREAS**, at the February 26, 2020 meeting of the Administration and Finance Committee, the reappointment of Michael Hanrahan was considered, and is being forwarded to the Board for approval; and

**NOW, THEREFORE, BE IT RESOLVED**, pursuant to the authority vested in the Passaic County Board of Chosen Freeholders by N.J.S.A. 40:14B-4 that Michael Hanrahan be and hereby is reappointed as a Member of the Passaic County Utilities Authority beginning retroactive to February 1, 2020 and expiring February 1, 2025.

**LET IT BE FURTHER RESOLVED** that pursuant to N.J.S.A. 40:14B-8, the Clerk to the Passaic County Board of Chosen Freeholders shall mail a certified copy of this resolution to the New Jersey Secretary of State to be filed in compliance with the law.

LSP

Dated: March 10, 2020



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Dir. Pasquale "Pat" Lepore  
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Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION RETAINING KS BRANIGAN LAW, P.C. FOR PASSAIC COUNTY BEST PRACTICES ON HANDLING EMPLOYEE COMPLAINTS AND INVESTIGATIONS, 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20200223							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-11							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION RETAINING KS BRANIGAN LAW, P.C.  
FOR PASSAIC COUNTY BEST PRACTICES ON HANDLING  
EMPLOYEE COMPLAINTS AND INVESTIGATIONS**

**WHEREAS**, the County of Passaic (the “County”) desires to remain up to date on the best practices for handling employee complaints and investigations; and

**WHEREAS**, KS Branigan Law, P.C. is a leader in the State of New Jersey in providing relevant training on best practices for handling employee complaints and investigations; and

**WHEREAS**, the Board of Chosen Freeholders for the County of Passaic (hereinafter the “Board”) is desirous of retaining KS Branigan Law, P.C. to provide the aforementioned training to certain employees of the County for the amount of \$5,000.00; and

**WHEREAS**, the contract for services is less than fifteen percent (15%) of the bid threshold established by the Governor of the state of New Jersey in accordance with N.J.S.A. 40A:11-3(c);

**WHEREAS**, pursuant to N.J.S.A. 40A:11-6.1(c) a contract may be awarded without soliciting competitive quotations when the award amount is less than fifteen percent (15%) of the bid threshold; and

**WHEREAS**, a certification of funds executed by the County’s Chief Financial Officer is attached to this resolution, attesting to the availability of funds to award the contracts as set forth herein;

**WHEREAS**, the this matter was discussed at the February 26, 2020 meeting of the Administration and Finance Committee and is being recommended to the full Board for approval; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Chosen Freeholders of the County of Passaic that it hereby awards a contract for training on best practices for handling employee complaints and investigations in accordance with N.J.S.A. 40A:11-6.1(c), which authorizes the award of contracts for an amount less than fifteen percent (15%) of the bid threshold without competitive contracting.

**LET IT BE FURTHER RESOLVED**, that a contract for training on best practices for handling employee complaints and investigations to KS Branigan Law, P.C., in accordance with the terms of its proposal.

**LET IT BE 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.

Dated: March 10, 2020

LSP

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$5,000.00

APPROPRIATION: 0-01-20-104-001-L03

PURPOSE: Resolution retaining KS Branigan Law, P.C. for Passaic County Best Practices on handling employee complaints and investigations.



Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr



RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Matthew P. Jordan, Esq.
Telephone #: (973) 881-4466

DESCRIPTION OF RESOLUTION:
Resolution retaining KS Branigan Law, P.C. for Passaic County
Best Practices on Handling Employee Complaints and
Investigations

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: \$ 5,000.00
REQUISITION # R0-01512
ACCOUNT # 0-01-20-104-001-L03

4. METHOD OF PROCUREMENT:
RFP RFQ Bid
Other: Below the Bid Threshold

5. COMMITTEE REVIEW: DATE:
Administration & Finance 2/26/20
Budget
Health
Human Services
Law & Public Safety
Planning & Economic Development
Public Works

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

Introduced on: March 10, 2020
Adopted on: March 10, 2020
Official Resolution#: R20200223

Kirsten Scheuer Branigan  
Managing Partner  
Arbitrator Mediator  
USCC, NJ, DNJ  
kirsten@KSbraniganLaw.com

Carole Lynn Nawfelki  
Partner  
Arbitrator  
USSC, NJ, DNJ, NY  
Carole@KSbraniganLaw.com



A WOMAN-OWNED LAW FIRM

105 Grove Street, Suite 9, Montclair, NJ 07042  
Phone 973-542-8096 | Fax 973-542-8097

KSbraniganlaw.com

Teresa Boyle-Vellucci  
Partner  
Mediator  
NJ, DNJ, NY  
Teresa@KSbraniganLaw.com

Lori Ann Buza  
Counsel  
Arbitrator  
NJ, DNJ  
Lori@KSbraniganLaw.com

February 14, 2020

**Via E-mail and Regular Mail**

Matthew P. Jordan, Esq.  
County Counsel  
Office of Passaic County Counsel  
401 Grand Street, Room 214  
Paterson, NJ 07505  
matthewj@passaiccountynj.org

**Re: Passaic County/Training  
Best Practices on Handling Employee Complaints  
and Investigations**

Dear Mr. Jordan:

On behalf of KS Branigan Law P.C. (the "Firm"), I welcome the opportunity to submit this proposal to provide training services for Passaic County (the "County"). We will conduct a training session for your professionals serving in legal, human resources and investigator roles on "Best Practices on Handling Employee Complaints and Investigations." We will provide training materials, including a PowerPoint presentation and recently published articles on Conducting Effective Workplace Investigations in a Post #MeToo Era and New Workplace Confidentiality Rules.

The training will encompass an overview of legal updates, landscape and trends (such as updates by the EEOC and examples of recent legislation) and the detailed mechanics of conducting investigations from start to finish and addressing common issues that arise in identifying complaints and conducting workplace investigations. Some key areas include:

- Overview on the Importance of Prevention and Remediation;
- New Investigation Confidentiality Rules;
- Identifying Protected Complaints;
- Planning the Investigation;
- Selection of Investigation Tools and Preserving Evidence;

(01241558-v1.1)  
Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200223

Collaborative Measures / Conflict Resolution



Passaic County Training | February 14, 2020

Page 2 of 2

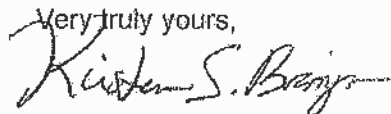
- Conducting the Interviews;
- Assessing Credibility;
- Analyzing Evidence and Reaching a Conclusion;
- Documenting the Investigation; and
- Communicating the Results and Monitoring/Follow Up.

Throughout the training, the attendees will assess a developing fact pattern to test knowledge and motivate discussion. Attendee participation and interactivity is encouraged throughout the training.

The Firm performs the above-referenced work on a flat fee basis in the amount of **Five Thousand Dollars (\$5,000.00)**. While the Firm will provide the training materials, we ask that County provide copies of any applicable policies to be distributed at the training sessions.

The training session will run for approximately 3 hours. The training will take place on site in Paterson within the next 30-60 days on a mutually convenient date to be scheduled.

If the above is acceptable, kindly send the appropriate Professional Services Contract for execution. Thank you for considering this Proposal. If you have any questions, please do not hesitate to contact us.

Very truly yours,  


Kirsten Scheurer Branigan

KSB/sea

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200223

Collaborative Measures Conflict Resolution



## RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Matthew P. Jordan, Esq.  
 Telephone #: (973) 881-4466

**DESCRIPTION OF RESOLUTION:**

Resolution retaining KS Branigan Law, P.C. for Passaic County Best Practices on Handling Employee Complaints and Investigations

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: \$ 5,000.00  
 REQUISITION # R0-01512  
 ACCOUNT # 0-01-20-104-001-L03

4. METHOD OF PROCUREMENT:

RFP       RFQ       Bid

Other: Below the Bid Threshold

5. COMMITTEE REVIEW:

DATE:

Administration & Finance

2/26/20

Budget

Health

Human Services

Law & Public Safety

Planning & Economic Development

Public Works

6. DISTRIBUTION LIST:

Administration       Finance       Counsel

Clerk to the Board       Procurement

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200223

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

401 Grand Street  
Paterson, New Jersey 07505

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

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

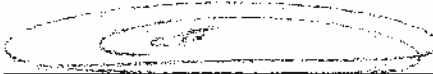
Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION RETAINING WEBER DOWD LAW, LLC. FOR OUTSIDE LEGAL SERVICES IN THE MATTER OF MENDEZ V. COUNTY OF PASSAIC, DOCKET NO. PAS-L-000557-20, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ., ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
COUNTY COUNSEL

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20200224							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-12							
CAF #								
Purchase Req. #	R0-01812							
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓		✓		✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020



**RESOLUTION RETAINING WEBER DOWD LAW, LLC. FOR OUTSIDE LEGAL SERVICES IN THE MATTER OF MENDEZ V. COUNTY OF PASSAIC, DOCKET NO. PAS-L-000557-20, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter "County") is a named defendant in the matter of *Jose Mendez v. County of Passaic*, et al., Docket No. PAS-L-000577-20, filed in Superior Court of New Jersey, requiring the retention of outside legal counsel; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5, *et seq.* the County issued RFQ-20-047, seeking qualifications for a pool of outside legal counsel and special litigation counsel for calendar year 2020, to be hired on an as-needed basis, to provide professional services to the County; and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, the County's request for qualifications is a fair and open process, specifically, the qualification for the pool of outside legal counsel and special litigation counsel for calendar year 2020 is publicly advertised, awarded under a process that provides for public solicitation of qualifications, established the basis of an award and disclosure process documented in writing prior to any solicitation, and is publicly opened and announced when awarded; and

**WHEREAS**, on December 30, 2019 the Passaic County Board of Chosen Freeholders (hereafter "Board") passed Resolution No. R20191195 qualifying a pool of outside legal counsel and special litigation counsel for calendar year 2020, as recommended by the Passaic County Counsel, to be hired on an as-needed basis, which included Weber Dowd Law, LLC; and

**WHEREAS**, the Passaic County Counsel is recommending to the Board to retain Weber Dowd Law, LLC, for an amount not to exceed seventeen thousand five hundred dollars (\$17,500.00), to provide legal defense for the County in this matter; and

**WHEREAS**, a certification of funds executed by the County's Chief Financial Officer is attached to this resolution, attesting to the availability of funds to award the contract described herein; and

**WHEREAS**, this matter was discussed at the February 16, 2020 meeting of the Administration and Finance Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), that the County of Passaic is retaining Weber Dowd Law, LLC to provide legal defense for an amount not to exceed seventeen thousand five hundred dollars (\$17,500.00), as recommended by the Passaic County Counsel; and

**LET IT BE FURTHER RESOLVED**, the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract to Weber Dowd Law, LLC, and maintain a copy of the resolution on file and available for public inspection in the Office of the Clerk to the Board; and

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, and Director of the Passaic County Board of Chosen Freeholders are authorized to execute the contract, and take any other steps necessary to carry out the purpose of this resolution.

March 10, 2020

LSP


CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$17,500.00

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

PURPOSE: Resolution retaining Friend & Wenzel, LLC. For outside legal services in the matter of Mendez V. County of Passaic.



Richard Cahill, Chief Financial Officer

DATED: February 25, 2020

RC:fr

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

401 Grand Street  
Paterson, New Jersey 07505

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

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING DIRECT NEGOTIATION BY THE PASSAIC COUNTY PURCHASING AGENT FOR BURIAL AND MORTUARY SERVICES FOR THE COUNTY OF PASSAIC FOR CALENDAR YEAR 2020, PURSUANT TO N.J.S.A. 40A:11-5(3), ALL AS NOTED I THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

---

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20200225							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-13							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓		✓		✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING DIRECT NEGOTIATION BY THE PASSAIC  
COUNTY PURCHASING AGENT FOR BURIAL AND MORTUARY SERVICES  
FOR THE COUNTY OF PASSAIC FOR CALENDAR YEAR 2020,  
PURSUANT TO N.J.S.A. 40A:11-5(3)**

**WHEREAS**, the County of Passaic (hereafter “County”) requires burial and mortuary services for unidentified, unclaimed, or indigent bodies in Passaic County; and

**WHEREAS**, on January 22, 2020, the County issued RFQ-20-059, requesting qualifications for burial and mortuary services for calendar year 2020, and RFQ-20-059 was unsealed on February 6, 2020, with no responsive respondents; and

**WHEREAS**, on February 14, 2020, the County issued RFQ-20-063, re-advertising burial and mortuary services for calendar year 2020, and RFQ-20-063 was unsealed on February 26, 2020, with two (2) submissions, both of which were rejected for failing to meet the requirements as set forth in N.J.S.A. 40A:11-23.2 and N.J.S.A. 52:32-55, et seq.;

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5(3), if bids have been advertised on two (2) occasions and no bids have been received on both occasions in response to the advertisement, a contract may be negotiated by the Passaic County Purchasing Agent, and may be awarded upon adoption of a resolution by two-thirds affirmative vote of the authorized membership of the Passaic County Board of Chosen Freeholders (hereafter “Board”); and

**WHEREAS**, the Administration and Finance Committee considered this matter and is recommending this resolution to the Board for adoption; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Passaic County Board of Chosen Freeholders, that the Passaic County Purchasing Agent is authorized to directly negotiate with qualified vendors for burial and mortuary services for calendar year 2020, pursuant to N.J.S.A. 40A:11-5(3); and

**LET IT BE FURTHER RESOLVED**, that the Passaic County Administrator, Passaic County Counsel, and Chief Financial Officer, are authorized to take all action necessary to carry out the purpose of the resolution.

March 10, 2020

MPJ

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

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

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



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING COMPETITIVE CONTRACTING FOR A THIRD PARTY ADMINISTRATOR FOR GENERAL LIABILITY AND WORKERS' COMPENSATION CLAIMS FOR THE COUNTY OF PASSAIC, PURSUANT TO N.J.S.A. 40A:11-4.1(i), ALL AS NOTE IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

---

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

Official Resolution#	R20200226							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-14							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING COMPETITIVE CONTRACTING FOR A THIRD PARTY ADMINISTRATOR FOR GENERAL LIABILITY AND WORKERS' COMPENSATION CLAIMS FOR THE COUNTY OF PASSAIC, PURSUANT TO N.J.S.A. 40A:11-4.1(i)**

**WHEREAS**, the County of Passaic (hereafter "County") is seeking to retain a qualified insurance consultant to serve as the third party administrator for general liability and workers' compensation claims; and

**WHEREAS**, N.J.S.A. 40A:11-4.1 authorizes the County to utilize competitive contracting in lieu of public bidding for procurement of specialized goods and services, the price of which exceeds the bid threshold; and

**WHEREAS**, N.J.S.A. 40A:11-4.1(i) specifically authorizes the County to utilize competitive contracting to procure consultants which are exempt from bidding under N.J.S.A. 40A:11-5, specifically, N.J.S.A. 40A:11-5(m), which authorizes an exception for insurance, including the purchase of insurance coverage and consultant services; and

**WHEREAS**, a third party administrator for general liability and workers' compensation claims is an insurance consultant service, as set forth in N.J.S.A. 40A:11-5(m); and

**WHEREAS**, N.J.S.A. 40A:11-4.3 requires that the County pass a resolution authorizing the use of competitive contracting each time specialized goods or services enumerated in Section 1 of P.L. 1999, c.440 (C.40A:11-4.1) are desired to be contracted; and

**WHEREAS**, this matter was discussed by the Administration and Finance Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-4.1(i), the Passaic County Board of Chosen Freeholders is authorizing the use of competitive contracting in order to procure and retain a third party administrator for general liability and workers' compensation claims; and

**LET IT BE FURTHER RESOLVED**, that the Passaic County Purchasing Agent is authorized to take all necessary action to carry out the purpose of this resolution and initiate the competitive contracting process in compliance with N.J.S.A. 40A:11-1, *et seq.*; and

**LET IT BE FURTHER RESOLVED**, that the County Administrator, County Counsel, Clerk to the Board, and Chief Financial Officer for the County of Passaic are authorized to take all necessary action to carry out the purpose of this resolution and the County's efforts to secure a third party administrator for general liability and workers' compensation claims in compliance with the law.

MPJ

March 10, 2020

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

Matthew P. Jordan, Esq.  
County Counsel

Louis E. Imhof, III, RMC  
Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING THE PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS TO ENTER INTO A TWO (2) MONTH CONTRACT EXTENSION WITH RESPIRATORY HEALTH SERVICES, LLC FOR RESPIRATORY THERAPY SERVICES FOR THE PASSAIC COUNTY PREAKNESS HEALTHCARE CENTER, COMMENCING APRIL 1, 2020 TO MAY 31, 2020 FOR AN ESTIMATED AMOUNT OF \$140,000.00 THROUGH THE COMPETITIVE CONTRACTING PROCESS IN ACCORDANCE WITH N.J.S.A. 40A:11-4.1 ET SEQ, 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Health & Human Services  
COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20200227</b>							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-15							
CAF #	PO# 20-00791							
Purchase Req. #	R0-00704							
Result	Adopted							
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>	<b>RECU.</b>
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓		✓		✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING THE PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS TO ENTER INTO A TWO (2) MONTH CONTRACT EXTENSION WITH RESPIRATORY HEALTH SERVICES, LLC FOR RESPIRATORY THERAPY SERVICES FOR THE PASSAIC COUNTY PREAKNESS HEALTHCARE CENTER, COMMENCING APRIL 1, 2020 TO MAY 31, 2020 FOR AN ESTIMATED AMOUNT OF \$140,000.00 THROUGH THE COMPETITIVE CONTRACTING PROCESS IN ACCORDANCE WITH N.J.S.A. 40A:11-4.1 ET SEQ**

**WHEREAS**, Preakness Healthcare Center (hereafter “Preakness”) is a place of caring and care giving with a long, historical tradition of serving the ever-increasing needs of the citizens of Passaic County; and

**WHEREAS**, pursuant to Resolution R-2015-0198, dated March 24, 2015 the Board of Chosen Freeholders of the County of Passaic (hereafter “Board”) authorized an award of contract to Respiratory Health Services, LLC to provide Respiratory Therapy Services for the Passaic County Preakness Healthcare Center (RFP-15-004), commencing April 1, 2015 to March 31, 2016 with four one (1) year options to renew as per the County of Passaic; and

**WHEREAS**, the “Board” is desirous of entering into a two (2) month extension of contract with Respiratory Health Services, LLC., for the within referenced services, commencing April 1, 2020 to May 31, 2020, for an estimated amount of \$140,000.00; and

**WHEREAS**, the reason for the aforesaid contract extension is that the “Board” is awaiting the completion of the Public Solicitation Process; and

**WHEREAS**, this matter was discussed at the February 26, 2020 meeting of Health and Human Services Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval.

**WHEREAS**, a certification is attached hereto that indicates the availability of funds for said expenditure;

**NOW, THEREFORE, LET IT BE RESOLVED**, that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the County to enter into a two (2) month extension of contract with Respiratory Health Services, LLC for Respiratory Therapy Services for Preakness Healthcare Center, commencing April 1, 2020 to May 31, 2020, for an estimated amount of \$140,000.00 through the competitive contracting process in accordance with N.J.S.A. 40A:11-4.1 et seq; and

**LET IT BE FURTHER RESOLVED**, that the Office of the Passaic County Counsel forward official notification to Respiratory Health Services, LLC of the action taken herein.

JDP:czb

Dated: March 10, 2020



CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$140,000.00

APPROPRIATION: 0-01-27-172-001-213

PURPOSE: Resolution authorizing a two months contract extension with Respiratory Health Services, LLC.



Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Dir. Pasquale "Pat" Lepore  
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Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING THE PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS TO ENTER INTO A TWO (2) MONTH CONTRACT EXTENSION WITH CARE PERSPECTIVES, INC. FOR MANAGEMENT CONSULTANT FOR NURSING SERVICES FOR THE PASSAIC COUNTY PREAKNESS HEALTHCARE CENTER, COMMENCING APRIL 1, 2020 TO MAY 31, 2020 FOR AN ESTIMATED AMOUNT OF \$6,000.00 THROUGH THE COMPETITIVE CONTRACTING PROCESS IN ACCORDANCE WITH N.J.S.A. 40A:11-4.1 ET SEQ., 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:

Matthew P. Jordan, Esq.

COUNTY COUNSEL

Health & Human Services

COMMITTEE NAME

Official Resolution#	R20200228							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-16							
CAF #	PO# 20-00803							
Purchase Req. #	R0-00719							
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING THE PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS TO ENTER INTO A TWO (2) MONTH CONTRACT EXTENSION WITH CARE PERSPECTIVES, INC. FOR MANAGEMENT CONSULTANT FOR NURSING SERVICES FOR THE PASSAIC COUNTY PREAKNESS HEALTHCARE CENTER, COMMENCING APRIL 1, 2020 TO MAY 31, 2020 FOR AN ESTIMATED AMOUNT OF \$6,000.00, THROUGH THE COMPETITIVE CONTRACTING PROCESS IN ACCORDANCE WITH N.J.S.A. 40A:11-4.1 ET SEQ.**

WHEREAS, Preakness Healthcare Center (hereafter “Preakness”) is a place of caring and care giving with a long, historical tradition of serving the ever-increasing needs of the citizens of Passaic County; and

WHEREAS, pursuant to Resolution R-2015-0196, dated March 6, 2015 the Board of Chosen Freeholders of the County of Passaic (hereafter “Board”) authorized an award of contract to Care Perspectives, Inc., for Management Consultant for Nursing Services for the Passaic County Preakness Healthcare Center (RFP-15-010), commencing April 1, 2015 to March 31, 2016 with four one (1) year options to renew as per the County of Passaic, in the amount of \$150,000.00, annually; and

WHEREAS, the “Board” is desirous of entering into a two (2) month extension of contract with Care Perspectives, Inc., for the within referenced services, commencing April 1, 2020 to May 31, 2020, for an estimated amount of \$6,000.00; and

WHEREAS, the reason for the aforesaid contract extension is that the “Board” is awaiting the completion of the Public Solicitation Process; and

WHEREAS, this matter was discussed at the February 26, 2020 meeting of Health and Human Services Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval.

WHEREAS, a certification is attached hereto that indicates the availability of funds for said expenditure;

NOW, THEREFORE, LET IT BE RESOLVED, that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the County to enter into a two (2) month extension of contract with Care Perspectives, Inc., for Management Consultant for Nursing Services for Preakness Healthcare Center, commencing April 1, 2020 to May 31, 2020, for an estimated amount of \$6,000.00 through the competitive contracting process in accordance with N.J.S.A. 40A:11-4.1 et seq.; and

LET IT BE FURTHER RESOLVED, that the Office of the Passaic County Counsel forward official notification to Care Perspectives, Inc. of the action taken herein.

JDP:czb

Dated: March 10, 2020

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$6,000.00

APPROPRIATION: 0-01-27-172-001-213

PURPOSE: Resolution authorizing a two months contract extension with Care Perspective Inc.

  
Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

401 Grand Street  
Paterson, New Jersey 07505

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

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING THE PURCHASE OF A NEW 2020 FORD F-150 CREW CAB TRUCK FOR THE PASSAIC COUNTY HEALTH DEPARTMENT MOSQUITO CONTROL DIVISION, PURSUANT TO N.J.S.A. 40:11-12, 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Health & Human Services  
COMMITTEE NAME

Official Resolution#	R20200229							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-17							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING THE PURCHASE OF A NEW 2020 FORD F-150  
CREW CAB TRUCK FOR THE PASSAIC COUNTY HEALTH DEPARTMENT  
MOSQUITO CONTROL DIVISION, PURSUANT TO  
N.J.S.A. 40:11-12**

**WHEREAS**, the Passaic County Department of Health, Mosquito Control Division, has requested the purchase of a new 2020 Ford F-150 Crew Cab truck to aid in inspections for mosquito control; and

**WHEREAS**, said goods and services are being procured either through State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules or other methods permitted by the Local Public Contracts Law, N.J.S.A. 40:11-12, as specified below; and

**WHEREAS**, the Board of Chosen Freeholders is desirous of approving said purchase in accordance with the terms of the applicable contracts and authorizing the Purchasing Agent to issue the appropriate Purchase Orders; and

**WHEREAS**, this matter was discussed at the February 26, 2020 meeting of the Health and Human Services Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval; and

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

**NOW, THEREFORE, LET IT BE RESOLVED**, by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of the following goods and/or services in accordance with the terms of the applicable State Contract, Cooperative Purchasing Agreements or Federal GSA Schedules as authorized by N.J.S.A. 40:11-12:

Description:	Purchase of 2020 Ford F-150 Crew Cab Truck
Using Agency:	Passaic County Health Dept., Mosquito Control Division
Purchase Price:	\$30,700.00
Vendor:	Rt. 23 Ford Automall
Authority:	Morris County Purchasing Cooperative
Contract #:	Contract #15-C – Item #7
Account #:	0-01-44-900-003-000 & G-01-41-761-017-PE1 (\$700)

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

JDP:dmp

March 10, 2020

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$30,700.00

APPROPRIATION: \$30,000.00 – 0-01-44-900-003-000  
\$700.00- G-01-41-761-017-PE1

PURPOSE: Resolution authorizing purchase of a New 2020 Ford F-150 crew cab truck for the Passaic County Health Department Mosquito Control.



Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr



## RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Joseph Pezzillo, superintendent  
**Telephone #:** (973) 305-5754

**DESCRIPTION OF RESOLUTION:**

Passaic County Mosquito Control division requests a resolution authorizing the purchase of one (1) new 2020 Ford F-150 Crew Cab truck through the Morris County Cooperative Pricing Council (Contract # 15-C, Item # 7) from Route 23 Automall, 1301 Route 23, Butler, NJ

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*

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

3. **AMOUNT OF EXPENDITURE:** \$ 30,700.00  
**REQUISITION #** \_\_\_\_\_  
**ACCOUNT #** 0-01-44-900-003-000 & G-01-41-761-017-PE1(\$700)

4. **METHOD OF PROCUREMENT:**

RFP       RFQ       Bid

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

- | 5. <b>COMMITTEE REVIEW:</b>                              | DATE: |
|--|-------|
| <input type="checkbox"/> Administration & Finance        | _____ |
| <input type="checkbox"/> Budget                          | _____ |
| <input type="checkbox"/> Health                          | _____ |
| <input type="checkbox"/> Human Services                  | _____ |
| <input type="checkbox"/> Law & Public Safety             | _____ |
| <input type="checkbox"/> Planning & Economic Development | _____ |
| <input type="checkbox"/> Public Works                    | _____ |

6. **DISTRIBUTION LIST:**

Administration       Finance       Counsel

Clerk to the Board       Procurement

Introduced on: March 10, 2020  Other: \_\_\_\_\_  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200229





MORRIS COUNTY COOPERATIVE PRICING COUNCIL

A SHARED SERVICES SUCCESS STORY SINCE 1974

IDENTIFIER: 6MOCCP

## NOTIFICATION OF AWARD

### CONTRACT #15-C: UTILITY VEHICLES (2020 MODELS)

Contract Period: November 1, 2019 – October 31, 2020

Vendor shall provide member with proof that order has been placed with the manufacturer no later than seven (7) calendar days after receipt of purchase order.

Orders for vehicles placed as "special orders" are excluded from the penalty for late delivery.

#### VENDOR INFORMATION:

Vendor: Route 23 Automall, LLC

Address: 1301 Route 23, Butler, New Jersey 07405

Contact Person: David Armiger

Title: Commercial Municipal Truck Manager

Tel #: 973-838-0800, Ext. 122

Fax #: 973-838-5572

E-Mail: darmiger@23automall.com

Discount off other MSRP options not included in detailed description below: 5%

Installation rate for other options not included in detailed description below: \$96.00/hour

Vendor: DFFLM, LLC

Address: 215 Route 202, Flemington, New Jersey 08822

Contact Person: Rick Hungerford

Title: Fleet Manager

Tel #: 908-782-3673

Fax #: 908-782-7305

E-Mail: rhungerford@flemington.com

Discount off other options not included in detailed description below: 5%

Installation rate for other options not included in detailed description below: \$127.00/hour

Vendor: Beyer Ford

Address: 170 Ridgedale Avenue, Morristown, New Jersey 07960

Contact Person: Brooks Buxton

Title: Sales Representative

Tel #: 973-319-7009

Fax #: 973-884-2650

E-Mail: bbuxton@beyerfleet.com

Discount off other options not included in detailed description below: 3%

Installation rate for other options not included in detailed description below: \$85.00/hour

**PLEASE WORK ONLY WITH BROOKS BUXTON. NO ONE ELSE FROM BEYER SHOULD BE INVOLVED WITH THE QUOTE OR PURCHASE OF YOUR VEHICLE.**

ITEM AND DESCRIPTION	VENDOR
Item #1: Small utility vehicle, 4-door SUV, automatic transmission, gasoline engine, all-wheel drive, 160 HP or greater, new, unused, 2020 model or newer	Route 23 Automall
Item #2: Mid-size utility vehicle, 4-door SUV, automatic transmission, gasoline engine, all-wheel drive, 260 HP or greater, new, unused, 2020 model or newer	Route 23 Automall
Item #3: Full-size utility vehicle, 4-door SUV, automatic transmission, 4-wheel drive, 300 HP or greater, gasoline engine, new, unused, 2020 model or newer	Route 23 Automall

Introduced on: March 10, 2020  
Adopted on: March 10, 2020

Official Resolution#: R20200229



## RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Joseph Pezzillo, superintendent  
**Telephone #:** (973) 305-5754

**DESCRIPTION OF RESOLUTION:**

Passaic County Mosquito Control division requests a resolution authorizing the purchase of one (1) new 2020 Ford F-150 Crew Cab truck through the Morris County Cooperative Pricing Council (Contract # 15-C, Item # 7) from Route 23 Automall, 1301 Route 23, Butler, NJ

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*

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

3. **AMOUNT OF EXPENDITURE:** \$ 30,700.00  
**REQUISITION #** \_\_\_\_\_  
**ACCOUNT #** 0-01-44-900-003-000 & G-01-41-761-017-PE1(\$700)

4. **METHOD OF PROCUREMENT:**

RFP       RFQ       Bid

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

- | 5. <b>COMMITTEE REVIEW:</b>                              | DATE: |
|--|-------|
| <input type="checkbox"/> Administration & Finance        | _____ |
| <input type="checkbox"/> Budget                          | _____ |
| <input type="checkbox"/> Health                          | _____ |
| <input type="checkbox"/> Human Services                  | _____ |
| <input type="checkbox"/> Law & Public Safety             | _____ |
| <input type="checkbox"/> Planning & Economic Development | _____ |
| <input type="checkbox"/> Public Works                    | _____ |

6. **DISTRIBUTION LIST:**

Administration       Finance       Counsel

Clerk to the Board       Procurement

Introduced on: March 10, 2020  Other: \_\_\_\_\_  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200229

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Dir. Pasquale "Pat" Lepore  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
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*  
Matthew P. Jordan, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING THE PURCHASE OF A MODEL SAVIN IM C6000 COPIER FOR THE PATERSON HOME ENERGY OFFICE, TO REPLACE THE CURRENT COPIER, THROUGH STATE CONTRACT FROM ATLANTIC TOMORROW'S OFFICE, PURSUANT TO N.J.S.A. 40:11-12, 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Health & Human Services  
COMMITTEE NAME

Official Resolution#	R20200230							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-18							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING THE PURCHASE OF A MODEL SAVIN IM C6000  
COPIER FOR THE PATERSON HOME ENERGY OFFICE, TO REPLACE THE  
CURRENT COPIER, THROUGH STATE CONTRACT FROM ATLANTIC  
TOMORROW'S OFFICE, PURSUANT TO N.J.S.A. 40:11-12**

**WHEREAS**, the Passaic County Home Energy Office, located in Paterson, NJ, has requested the purchase of a Model SAVIN IM C6000 copier, to replace the current copier which is due for replacement; and

**WHEREAS**, said goods and services are being procured either through State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules or other methods permitted by the Local Public Contracts Law, N.J.S.A. 40:11-12, as specified below; and

**WHEREAS**, the Board of Chosen Freeholders is desirous of approving said purchase in accordance with the terms of the applicable contracts and authorizing the Purchasing Agent to issue the appropriate Purchase Orders; and

**WHEREAS**, this matter was discussed at the February 26, 2020 meeting of the Health and Human Services Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval; and

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

**NOW, THEREFORE, LET IT BE RESOLVED**, by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of the following goods and/or services in accordance with the terms of the applicable State Contract, Cooperative Purchasing Agreements or Federal GSA Schedules as authorized by N.J.S.A. 40:11-12:

Description:	SAVIN IM C6000 Copier
Using Agency:	County of Passaic Home Energy
Purchase Price:	\$ 8,672.00
Vendor:	Atlantic Tomorrow's Office
Authority:	State Contract
Contract #:	G40467
Account #:	G-01-41-704-020-PE1

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

JDP:dmp

March 10, 2020

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$8,672.00

APPROPRIATION: G-01-41-704-020-PE1

PURPOSE: Resolution authorizing the purchase of a Model Savin  
IM C6000 Copier for the Paterson Home Energy  
Office.



Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr



## RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Kevin Batacchi, Weatherization Director

**Telephone #:** 973-569-4710

**DESCRIPTION OF RESOLUTION:**

I am requesting to purchase a new copier for the Paterson Home Energy office, to replace the current copier which is due for replacement. The requested copier is a model SAVIN IM C6000, with a purchase price of \$8,672.00, proposed to be purchased through Atlantic Tomorrow's Office, which has a State Contract.

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:** \$ 8,672.00

**REQUISITION #** R0-01577

**ACCOUNT #** G-01-41-704-020-PE1

4. **METHOD OF PROCUREMENT:**

RFP       RFQ       Bid

Other: State Contract (G40467)

5. **COMMITTEE REVIEW:**

**DATE:**

Administration & Finance

Budget

Health

Human Services

Law & Public Safety

Planning & Economic Development

Public Works

2/26/20

6. **DISTRIBUTION LIST:**

Administration       Finance       Counsel

Clerk to the Board       Procurement

Introduced on: March 10, 2020  Other: \_\_\_\_\_  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200230

COUNTY OF PASSAIC  
 ENERGY & WEATHERIZATION/SENIOR  
 CO OF PASSAIC, (Q)973-569-4060  
 930 RIVERVIEW DR SUITE 200  
 TOTOWA, NJ 07512

REQUISITION	
NO.	R0-01577

SHIP TO	COUNTY OF PASSAIC HOME ENERGY CENTER CITY MALL, U-LEVEL 301 MAIN STREET PATERSON, NJ 07505
VENDOR	VENDOR #: 07641 ATLANTIC TOMORROWS OFFICE ATTN: ARLENE HASSELE 134 WEST 26TH ST - 3RD FLOOR NEW YORK, NY 10001

ORDER DATE: 02/24/20  
 DELIVERY DATE:  
 STATE CONTRACT: G40467  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	SAVEN IM C6000 COLOR COPIER BLACK/WHITE & COLOR COPIER COST PER COPY: BLACK \$.0065 COLOR \$.0650 INCLUDES ALL PARTS, LABOR, DRUMS, TONER, DEVELOPER  FOR HOME ENERGY, PATERSON LOCATION USF 2020 HOME ENERGY  AS PER QUOTE, MIKE BERARDINELLI	6-01-41-704-020-PE1	8,672.0000	8,672.00
			TOTAL	8,672.00

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200230

REQUESTING DEPARTMENT

DATE



## RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Kevin Batacchi, Weatherization Director

Telephone #: 973-569-4710

**DESCRIPTION OF RESOLUTION:**

I am requesting to purchase a new copier for the Paterson Home Energy office, to replace the current copier which is due for replacement. The requested copier is a model SAVIN IM C6000, with a purchase price of \$8,672.00, proposed to be purchased through Atlantic Tomorrow's Office, which has a State Contract.

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:** \$ 8,672.00

**REQUISITION #** R0-01577

**ACCOUNT #** G-01-41-704-020-PE1

4. **METHOD OF PROCUREMENT:**

RFP       RFQ       Bid

Other: State Contract (G40467)

5. **COMMITTEE REVIEW:**

DATE:

Administration & Finance

Budget

Health

Human Services

Law & Public Safety

Planning & Economic Development

Public Works

2/26/20

6. **DISTRIBUTION LIST:**

Administration       Finance       Counsel

Clerk to the Board       Procurement

Introduced on: March 10, 2020 Other: \_\_\_\_\_  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200230



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING THE PURCHASE OF A NEW 2020 FORD EXPLORER 4DR 4WD FOR THE PASSAIC COUNTY HEALTH DEPARTMENT FOR THE PURPOSE OF CONDUCTING FIELD INSPECTIONS, PURSUANT TO N.J.S.A. 40:11-12, 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Health & Human Services  
COMMITTEE NAME

Official Resolution#	R20200231							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-19							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓		✓		✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING THE PURCHASE OF A NEW 2020 FORD EXPLORER  
4DR 4WD FOR THE PASSAIC COUNTY HEALTH DEPARTMENT FOR THE  
PURPOSE OF CONDUCTING FIELD INSPECTIONS, PURSUANT TO  
N.J.S.A. 40:11-12**

**WHEREAS**, the Passaic County Department of Health has requested the purchase of a new 2020 Ford Explorer 4DR 4WD with extended warranty for the purpose of conducting field inspections; and

**WHEREAS**, said goods and services are being procured either through State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules or other methods permitted by the Local Public Contracts Law, N.J.S.A. 40:11-12, as specified below; and

**WHEREAS**, the Board of Chosen Freeholders is desirous of approving said purchase in accordance with the terms of the applicable contracts and authorizing the Purchasing Agent to issue the appropriate Purchase Orders; and

**WHEREAS**, this matter was discussed at the February 26, 2020 meeting of the Health and Human Services Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval; and

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

**NOW, THEREFORE, LET IT BE RESOLVED**, by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of the following goods and/or services in accordance with the terms of the applicable State Contract, Cooperative Purchasing Agreements or Federal GSA Schedules as authorized by N.J.S.A. 40:11-12:

Description:	Purchase of 2020 Ford Explorer 4 DR 4WD Base
Using Agency:	Passaic County Health Department
Purchase Price:	\$ 29,607.00
Vendor:	Rt. 23 Ford Automall
Authority:	Morris County Purchasing Cooperative
Contract #:	Contract #15-C – Item #2
Account #:	01-44-900-003-000

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

JDP:dmp

March 10, 2020

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$29,607.00

APPROPRIATION: 0-01-44-900-003-000

PURPOSE: Resolution authorizing the purchase of a new 2020 Explorer from Rt. 23 Ford Automall.



Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr



## RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Charlene W. Gungl  
**Telephone #:** (973) 881-4396

**DESCRIPTION OF RESOLUTION:**

Passaic County Department of Health requests a resolution authorizing the purchase of one(1) new 2020 Ford Explorer with extended warranty (item #2 through the Morris County Cooperative Pricing Council (contract#15) from Route 23 Automall.

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:** \$ 29,607.00

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

**ACCOUNT #** 0-01-44-900-003-000

4. **METHOD OF PROCUREMENT:**

RFP       RFQ       Bid

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

5. **COMMITTEE REVIEW:**

**DATE:**

Administration & Finance

Budget

Health

Human Services

Law & Public Safety

Planning & Economic Development

Public Works

6. **DISTRIBUTION LIST:**

Administration       Finance       Counsel

Clerk to the Board       Procurement

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

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200231



# ROUTE 23 FORD AUTOMALL

www.23automall.com

**RYCH BARRON**  
Fleet Sales Manager



1301 Route 23 South • Butler, NJ 07405  
Tel: 973-838-0800



Disclaimer: This window sticker is only representative of the information contained on an actual window sticker, and may or may not match the actual window sticker on the vehicle itself. Please see your retailer for further information.

**Vehicle Description**

**EXPLORER 4-DOOR**  
2020 4DR 4WD BASE  
3.3L TI-VCT V6 FFV ENGINE  
10-SPEED AUTO TRANSMISSION

**Exterior**  
OXFORD WHITE  
**Interior**  
SANDSTONE INTERIOR CLOTH SEATS

**Standard Equipment INCLUDED AT NO EXTRA CHARGE**

**EXTERIOR**

- . EASY FUEL CAPLESS FILLER
- . MIRRORS - POWER GLASS/
- . PRIVACY GLASS - REAR DOORS
- . REAR SPOILER, BODY COLOR
- . TRAILER SWAY CONTROL

**INTERIOR**

- . 2ND ROW 35/30/35 FOLD-FLAT
- . CARPETED FLOOR MATS
- . CLOTH BUCKET FRONT SEATS
- . MANUAL PASS SEAT - 4-WAY
- . POWERPOINTS - 12V
- . SMART CHARGING USB PORT(2)

**FUNCTIONAL**

- . BRAKES, 4-WHEEL DISC/ABS
- . FORDPASS CONNECT 4GW-FI
- . HILL START ASSIST
- . REAR VIEW CAMERA
- . REVERSE SENSING SYSTEM
- . SIRIUSXM® - SVC N/A AK&HI

**SAFETY/SECURITY**

- . AIRBAG-DRIVER/PASS KNEE
- . AIRBAGS - FRONT SEAT
- . AIRBAGS - SAFETY CANOPY®
- . LATCH CHILD SAFETY SYSTEM
- . SECURILOCK® ANTI-THEFT SYS

**WARRANTY**

- . 5YR/80,000 POWERTRAIN

- . DOOR HANDLES - BLACK
- . HEADLAMPS - AUTO LED
- . MANUAL FOLD
- . REAR INT WIPER WASH/DFRST
- . TAILLAMPS-LED
- . VARIABLE INTERVAL WIPERS
- . TOUCH UP/DOWN DR/PASS WIN
- . 3RD ROW - 50/50 FOLD FLAT
- . CENTER CONSOLE WARMREST
- . DUAL ILLUM VIS VANITY MIRR
- . POWER DRIV SEAT - 8-WAY
- . ROTARY GEAR SHIFT DIAL
- . STEERING:TILT/TELESCOPE,
- . TRI-ZONE ELECTRONIC TMP CTRL
- . AM/FM/MP3, 6 SPEAKERS
- . FORD CO-PILOT360
- . HOTSPOT TELEMATICS MODEM
- . MYKEY®
- . REMOTE KEYLESS ENTRY
- . SIDE-WIND STABILIZATION
- . SYNC®3 8" SCRIN W/APPLINK®
- . ADVANCETRAC® WITH RSC®
- . AIRBAGS - DUAL STAGE FRONT
- . MOUNTED SIDE IMPACT
- . INDIV TIRE PRESS MONIT SYS
- . PERSONAL SAFETY SYSTEM
- . SOS POST-CRASH ALERT SYS
- . 3YR/36,000 BUMPER / BUMPER
- . 5YR/60,000 ROADSIDE ASSIST

Quote prepared for County of Passaic  
MCCPC Utilities Contract 15C - Item # 2  
2020 Ford Explorer 4WD.....\$29,010.00

**Included on this Vehicle**  
EQUIPMENT GROUP 100A

- 2020 MODEL YEAR
- OXFORD WHITE
- SANDSTONE CLOTH SEATS
- 18" PAINTED ALUMINUM WHEELS
- 3.3L TI-VCT V6 FFV ENGINE
- 10-SPEED AUTO TRANSMISSION
- P255/65R18 A/S BSW TIRES
- 50 STATE EMISSIONS
- FLEX-FUEL CAPABILITY
- FRONT LICENSE PLATE BRACKET

Price with standard warranty...\$29,010.00

Available extended powertrain warranty :  
7yr or 85K mile ext. warranty.....\$597.00

Price including ext. warranty...\$29,607.00



**CITY MPG**  
**16**  
**HIGHWAY MPG**  
**23**

Estimated Annual Fuel Cost: \$

**Vehicle Engine Information**

Actual mileage will vary with options, driving conditions, driving habits and vehicle's condition. Results reported to EPA indicate that the majority of vehicles with these estimates will achieve between \_ and \_ mpg in the city and between \_ and \_ mpg on the highway. For Comparison Shopping, all vehicles classified as \_ have been issued mileage ratings from \_ to \_ mpg city and \_ to \_ mpg highway.

THANKS FOR THE OPPORTUNITY TO PROVIDE YOU WITH THIS QUOTE. IF YOU HAVE ANY QUESTIONS PERTAINING TO THIS TOTALLY NEW FORD EXPLORER 4WD SUV FOR 2020, PLEASE DON'T HESITATE TO EMAIL OR CALL ME.

Introduced: March 10, 2020  
Advised: March 10, 2020  
Official: R20200231

RICHARD BARRON - FLEET SALES MGR. - RT. 23 AUTO MALL 973-838-0800 x 108 rbarron@23automall.com

2-4-20

add on's



# ROUTE 23 FORD

## AUTOMALL

www.23automall.com



1301 Route 23 South • Butler, NJ 07405  
Tel: 973-838-0800

### 2020 EXPLORER PRICE LIST

	OPTION CODE	OTHER OPTIONS	
AVAILABLE ON ALL MODELS UNLESS OTHERWISE NOTED	52T	Trailer Tow Pkg - Class III (XLT, Limited)	\$ 710
	439	Dual-Panel Moonroof (XLT - req 202A; Limited; Sport)	1,695
	65W	Cold Weather Pkg (XLT)	715
	17U	2nd Row Bench	495
	68T	Track Package	1,595
	68S	Street Package	995
	65P	Premium Tech Package	995
	65S	CoPilot360 Assist+ (req. 202A)	795
	153	License Plate Bracket	N/C
	16N	All-Weather Floor Mats	120
	50S	DVD Headrests (XLT, Limited, Sport, Platinum)	1,995
	41H	Engine Block Heater	90
	PD4	Lucid Red Metallic Tinted Clearcoat	395
PB6	Rich Copper Metallic Tinted Clearcoat	395	
PAZ	Star White Metallic Tri-Coat	595	
	OPTION CODE	FLEET OPTIONS	
AVAILABLE ON ALL MODELS UNLESS OTHERWISE NOTED	942	Daytime Running Lamps (Fleet Only)	\$ 45
	OPTION CODE	FACTORY INVOICED ACCESSORIES	
AVAILABLE ON ALL MODELS UNLESS OTHERWISE NOTED	85W	Rear Cargo Well Protector	\$ 100
	60W	Wheel Lock Kit (XLT, Limited, Sport, Platinum)	75
	50N	Roof Rack Crossbars	325
	60X	Smokers Kit with Element	90
	50M	Splash Guards	205



**RICH BARRON**  
FLEET SALES MANAGER

RBARRON@23AUTOMALL.COM  
www.23ford.com

ROUTE 23 AUTOMALL FORD (973) 838-0800 phone  
1301 ROUTE 23 (973) 283-2949 fax  
BUTLER, NJ 07405

Introduced March 10, 2020  
Adopted March 10, 2020  
Official R20200231





**MORRIS COUNTY COOPERATIVE PRICING COUNCIL**  
A SHARED SERVICES SUCCESS STORY SINCE 1974

IDENTIFIER: 6MOCCP

## NOTIFICATION OF AWARD

**CONTRACT #15-C: UTILITY VEHICLES (2020 MODELS)**  
Contract Period: November 1, 2019 – October 31, 2020

Vendor shall provide member with proof that order has been placed with the manufacturer no later than seven (7) calendar days after receipt of purchase order.

Orders for vehicles placed as "special orders" are excluded from the penalty for late delivery.

### VENDOR INFORMATION:

Vendor: Route 23 Automall, LLC

Address: 1301 Route 23, Butler, New Jersey 07405

Contact Person: David Armiger

Title: Commercial Municipal Truck Manager

Tel #: 973-838-0800, Ext. 122

Fax #: 973-838-5572

E-Mail: darmlger@23automall.com

Discount off other MSRP options not included in detailed description below: 5%

Installation rate for other options not included in detailed description below: \$96.00/hour

Vendor: DFFLM, LLC

Address: 215 Route 202, Flemington, New Jersey 08822

Contact Person: Rick Hungerford

Title: Fleet Manager

Tel #: 908-782-3673

Fax #: 908-782-7305

E-Mail: rhungerford@flemington.com

Discount off other options not included in detailed description below: 5%

Installation rate for other options not included in detailed description below: \$127.00/hour

Vendor: Beyer Ford

Address: 170 Ridgedale Avenue, Morristown, New Jersey 07960

Contact Person: Brooks Buxton

Title: Sales Representative

Tel #: 973-319-7009

Fax #: 973-884-2650

E-Mail: bbuxton@beyerfleet.com

Discount off other options not included in detailed description below: 3%

Installation rate for other options not included in detailed description below: \$85.00/hour

**PLEASE WORK ONLY WITH BROOKS BUXTON. NO ONE ELSE FROM BEYER SHOULD BE INVOLVED WITH THE QUOTE OR PURCHASE OF YOUR VEHICLE.**

ITEM AND DESCRIPTION	VENDOR
Item #1: Small utility vehicle, 4-door SUV, automatic transmission, gasoline engine, all-wheel drive, 160 HP or greater, new, unused, 2020 model or newer	Route 23 Automall
Item #2: Mid-size utility vehicle, 4-door SUV, automatic transmission, gasoline engine, all-wheel drive, 260 HP or greater, new, unused, 2020 model or newer	Route 23 Automall
Item #3: Full-size utility vehicle, 4-door SUV, automatic transmission, 4-wheel drive, 300 HP or greater, gasoline engine, new, unused, 2020 model or newer	Route 23 Automall

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200231



## RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Charlene W. Gungl  
**Telephone #:** (973) 881-4396

**DESCRIPTION OF RESOLUTION:**

Passaic County Department of Health requests a resolution authorizing the purchase of one(1) new 2020 Ford Explorer with extended warranty (item #2 through the Morris County Cooperative Pricing Council (contract#15) from Route 23 Automall.

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:** \$ 29,607.00  
**REQUISITION #** \_\_\_\_\_  
**ACCOUNT #** 0-01-44-900-003-000

4. **METHOD OF PROCUREMENT:**

RFP       RFQ       Bid

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

5. **COMMITTEE REVIEW:**

**DATE:**

Administration & Finance

Budget

Health

Human Services

Law & Public Safety

Planning & Economic Development

Public Works

6. **DISTRIBUTION LIST:**

Administration       Finance       Counsel

Clerk to the Board       Procurement

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

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200231



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

401 Grand Street  
Paterson, New Jersey 07505

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

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING THE DEPARTMENT OF HUMAN SERVICES TO AWARD FUNDING FROM THE STATE OF NEW JERSEY, DEPARTMENT OF JUVENILE JUSTICE COMMISSION JUVENILE DETENTION ALTERNATIVE INNOVATION PROGRAM TO PASSAIC COUNTY PROBATION DIVISION FOR THE PROBATION ORIENTATION PROGRAM AND PROBATION GIRLS GROUP FOR CALENDAR YEAR 2020 IN THE AMOUNT OF \$3,000.00, PURSUANT TO THE PROVISIONS OF N.J.S.A. 52:17B-170, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

HUMAN SERVICES

REVIEWED BY:

Anthony J. De Nova III

COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Matthew P. Jordan, Esq.

COUNTY COUNSEL

Health & Human Services

COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20200232</b>							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-20							
CAF #								
Purchase Req. #	R0-01492							
Result	Adopted							
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>	<b>RECU.</b>
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING THE DEPARTMENT OF HUMAN SERVICES TO AWARD FUNDING FROM THE STATE OF NEW JERSEY, DEPARTMENT OF JUVENILE JUSTICE COMMISSION JUVENILE DETENTION ALTERNATIVE INNOVATION PROGRAM TO PASSAIC COUNTY PROBATION DIVISION FOR THE PROBATION ORIENTATION PROGRAM AND PROBATION GIRLS GROUP FOR CALENDAR YEAR 2020 IN THE AMOUNT OF \$3,000.00, PURSUANT TO THE PROVISIONS OF N.J.S.A. 52:17B-170**

**WHEREAS** pursuant to Resolution R-2019-0704 dated August 13, 2019, the Board of Chosen Freeholders of the County of Passaic authorized the County to apply for and accept funds from the State of New Jersey, Juvenile Justice Commission Juvenile Detention Alternative Innovation Program funding, in the amount of \$120,000.00 for Calendar Year 2020; and

**WHEREAS** the Board of Chosen Freeholders of the County of Passaic is desirous of awarding funding to the Passaic County Probation Division for the Probation Orientation Program and Probation Girls Group, in the amount of \$3,000.00 for Calendar Year 2020; and

**WHEREAS**, this matter was discussed at the February 26, 2020 meeting of the Health and Human Services Committee and is being recommended to the Passaic County Board of Chosen Freeholders for approval; and

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

**NOW THEREFORE BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the award of funds from the State of New Jersey Department of Juvenile Justice Commission Juvenile Detention Alternative Innovation Program to the Passaic County Probation Division for Probation Orientation Program and Probation Girls Group, in the amount of \$3,000.00 for Calendar Year 2020, pursuant to the provisions of N.J.S.A. 52:17B-170; and

**BE IT FURTHER RESOLVED** that the Director and Clerk to the Board and Human Services Director are authorized to execute all necessary documents to effectuate the terms set forth above.

JDP:czb

Dated: March 10, 2020

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$3,000.00

APPROPRIATION: G-01-41-820-020-213

PURPOSE: Resolution authorizing the department of Human Services to award funding to Passaic County Probation Division.



Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr

Proposal # 2 Project Title: Probation Orientation Program/Probation girls Group

**Budget Narrative:**

**Parent Orientation Program:** The Probation Division will coordinate and oversee bi-monthly (1 every other month) parent orientation programs, or as needed based on new intakes. The program will educate parents/guardians on the probation system and court system to promote successful completion of term. The POP will provide support for parent/guardian with juvenile on probation. Meals will be served and transportation will be provided. Staff from the juvenile team in the Probation Division will give presentations and oversee the program.

**Program Girlz Group:** The Probation Division will coordinate and oversee bi-monthly (1 every other month) girl's empowerment groups. The program will educate females on gender-specific issues with the goal of developing and empowering young girls to reach their full potential. Snacks will be served and transportation will be provided. Staff from the juvenile team in the Probation Division oversee the program and female volunteers will present on selected topics.

Overtime: w Probation staff at \$140 per session = \$280 x 6 sessions	\$1,680.00
Food:	\$1,000.00
Transportation:	\$320.00

Total Program Cost: \$ 3000.00

**Will provider/service be sought through an open competitive process (Yes/No)? If No, please explain process below**

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Dir. Pasquale "Pat" Lepore  
Assad R. Akhter  
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Theodore O. Best, Jr.  
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401 Grand Street  
Paterson, New Jersey 07505

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

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

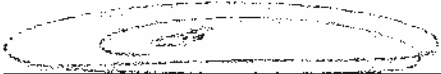
Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE HUMAN SERVICES DEPARTMENT TO AWARD THE FIRST ONE YEAR OPTION TO RENEW TO PASSAIC COUNTY AGENCIES FOR ADDICTION SERVICES FOR 2020, IN THE AMOUNT OF \$130,385.00, THROUGH THE COMPETITIVE CONTRACTING PROCESS IN ACCORDANCE WITH N.J.S.A. 40A:11-4.5, ALL AS NOTED IN THE RESOLUTION.

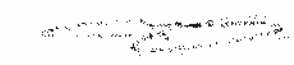
THIS RESOLUTION WAS REQUESTED BY:

HUMAN SERVICES

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Health & Human Services  
COMMITTEE NAME

Official Resolution#	R20200233							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-21							
CAF #								
Purchase Req. #	R0-01516;R0-01517;R0-01515;R0-01518;R0-01519							
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓		✓		✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING THE HUMAN SERVICES DEPARTMENT TO  
AWARD THE FIRST ONE YEAR OPTION TO RENEW TO PASSAIC COUNTY  
AGENCIES FOR ADDICTION SERVICES FOR 2020, IN THE AMOUNT OF  
\$130,385.00, THROUGH THE COMPETITIVE CONTRACTING PROCESS IN  
ACCORDANCE WITH N.J.S.A. 40A:11-4.5**

**WHEREAS**, the Passaic County Human Services Department is an umbrella social service agency concerned with planning and funding services for the county's disadvantaged and homeless citizens, including mental health and addiction treatment; and

**WHEREAS**, on March 15, 2019, proposals were received and opened for RFP-19-010 for Re-Bid Addiction Prevention Early Intervention Treatment and Recovery Support Services for Passaic County for Calendar Year 2019 for a term of one (1) year, with three one-year options to renew, as a competitive contract pursuant to the Local Public Contract Law, specifically N.J.S.A. 40A:11-4.5; and

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

**WHEREAS**, pursuant to Resolution R-2019-0391 dated April 23, 2019, the Board of Chosen Freeholders of the County of Passaic (hereafter "Board") awarded a one (1) year contract to Passaic County Agencies, to provide Addiction Services as per recommendations of the Passaic County Local Advisory Council for Alcohol and Drug Abuse for RFP-19-010 for 2019, in the amount of \$135,766.00 under the Passaic County Addictions Grant Spending Plan; and

**WHEREAS** the "Board" is desirous of awarding the first one year option to renew under the RFP-19-010 to the following Passaic County Agencies, for Addiction Services, in the amount of \$130,385.00, for the period of January 1, 2020 through December 31, 2020:

New Bridge Services	Outpatient Addiction Services for Up-County	\$34,415.00
Center for Family Resources	Early Intervention for families in Upper Passaic County	\$21,235.00
Straight & Narrow	Early Intervention for Families in Lower Passaic County	\$21,235.00
Intervention Strategies International	Employee Assistance Program for Passaic County	\$36,000.00
William Paterson University	Addiction Education and Prevention Programming	<u>\$17,000.00</u>
	Total:	\$130,385.00

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

**WHEREAS**, this matter was discussed at the February 26, 2020 meeting of Health and Human Services Committee and is being recommended to the "Board" for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the award of the first one year option to renew to Passaic County Agencies for Addiction Services, under the Passaic County Addictions Grant Spending Plan 2020, commencing January 1, 2020 and terminating December 31, 2020, in the amount of \$130,385.00, through the competitive contracting process, pursuant to the provisions of N.J.S.A. 40A:11-4.5; and

**LET IT BE FURTHER RESOLVED**, that Office of the Passaic County Counsel send official notification of the parties referenced above of the action taken herein.

JDP:czb

Dated: March 10, 2020

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$130,385.00

APPROPRIATION: G-01-41-737-020-213

PURPOSE: Resolution authorizing the award of addiction grant funding to several agencies.



Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Dir. Pasquale "Pat" Lepore  
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Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM


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

Agenda: RESOLUTION AUTHORIZING THE PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS THROUGH THE DEPARTMENT OF HUMAN SERVICES, TO PROVIDE GRANTS TO THE PARTICIPATING PASSAIC COUNTY COMMUNITIES FOR "PROJECT GRADUATION" TOTALING \$14,000.00 FOR CALENDAR YEAR 2020, AS AUTHORIZED BY N.J.S.A. 40:23-14, ALL AS NOTED IN THE RESOLUTION.

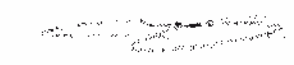
THIS RESOLUTION WAS REQUESTED BY:

HUMAN SERVICES

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Health & Human Services  
COMMITTEE NAME

Official Resolution#	R20200234							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-22							
CAF #								
Purchase Req. #	ACCT #: 0-01-27-162-004-213							
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING THE PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS THROUGH THE DEPARTMENT OF HUMAN SERVICES, TO PROVIDE GRANTS TO THE PARTICIPATING PASSAIC COUNTY COMMUNITIES FOR “PROJECT GRADUATION” TOTALING \$14,000.00 FOR CALENDAR YEAR 2020, AS AUTHORIZED BY N.J.S.A. 40:23-14**

**WHEREAS**, the Passaic County Board of Chosen Freeholders (hereafter “Board”) through the Department of Human Services, Municipal Alliance Program, provides annual funding to local high schools within Passaic County in order that they may provide non-alcohol related activities for their graduating classes, because statistics demonstrate a high number of high school students participate in drug/alcohol related parties on the eve of and during their graduation celebrations; and

**WHEREAS**, many municipalities have actually expanded the program efforts to encompass the entire school year and have come to call the activity “Project Graduation”; and

**WHEREAS**, in most municipalities Project Graduation extends its awareness programs to both parents and students to educate them about the dangers of celebrating with alcohol and encourages & educates parents about prevention efforts; and

**WHEREAS**, this year several municipalities within Passaic County requested additional financial assistance from the “Board” to facilitate these non-alcohol related activities; and

**WHEREAS**, the Passaic County Department of Human Services, has agreed to provide a grant to the various participating communities listed below, totaling an additional \$14,000.00:

Pompton Lakes High School	\$ 1,000.00
Hawthorne High School	\$ 1,000.00
Clifton Project Graduation	\$ 1,000.00
West Millford High School	\$ 1,000.00
Manchester Regional High School	\$ 3,000.00
Lakeland Regional High School	\$ 2,000.00
Wayne Public Schools	\$ 2,000.00
Passaic Valley High School	<u>\$ 3,000.00</u>
	\$14,000.00

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

**WHEREAS**, this matter was reviewed and approved by the Frecholder Standing Committee of Human Services at its meeting on February 26, 2020;

**NOW, THEREFORE, LET IT RESOLVED**, that, in accordance with the terms set forth above, the Passaic County Board of Chosen Freeholders through the Department of Human Services shall provide grants as specified above to the various noted Passaic County High Schools for their respective Project Graduation programs, as authorized by N.J.S.A. 40:23-14.

JDP:czb

Dated: March 10, 2020

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$14,000.00

APPROPRIATION: 0-01-27-162-004-213

PURPOSE: Resolution providing grants to various participating communities through our Human Services Department.



Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

401 Grand Street  
Paterson, New Jersey 07505

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

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

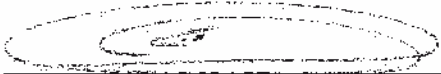
Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE ADVERTISEMENT OF A REQUEST FOR PROPOSALS FOR THE PASSAIC COUNTY BASED INNOVATION GRANT ADMINISTERED THROUGH THE PASSAIC COUNTY DEPARTMENT OF HUMAN SERVICES PURSUANT TO N.J.S.A. 40A:11-1 ET SEQ, AS A COMPETITIVE CONTRACT, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

HUMAN SERVICES

REVIEWED BY:

  
Anthony J. De Nova III

COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
Matthew P. Jordan, Esq.

COUNTY COUNSEL

Health & Human Services

COMMITTEE NAME

Official Resolution#	R20200235							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-23							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING THE ADVERTISEMENT OF A REQUEST FOR PROPOSALS FOR THE PASSAIC COUNTY BASED INNOVATION GRANT ADMINISTERED THROUGH THE PASSAIC COUNTY DEPARTMENT OF HUMAN SERVICES PURSUANT TO N.J.S.A. 40A:11-1 ET SEQ. AS A COMPETITIVE CONTRACT**

**WHEREAS** the Passaic County Department of Human Services (hereafter “Human Services”) is desirous of requesting permission to advertise for proposals as it concerns the Passaic County Based Innovation Grant; and

**WHEREAS**, by way of background, this program is designed to fund creative and sustainable ideas in opioid use disorder prevention, treatment and recovery; and

**WHEREAS** pursuant to the provisions of the Local Public Contract Law, N.J.S.A. 40A:11-1 et seq., public entities are required to utilize competitive contracting for the within referenced services; and

**WHEREAS**, this matter was discussed at the February 26, 2020 meeting of the Health and Human Services Committee and is being recommended to the Passaic County Board of Chosen Freeholders for approval; and

**WHEREAS** under this law, public entities are required to advertise their RFP at least twenty (20) days prior to the date they are to be received; and

**WHEREAS** the Passaic County Board of Chosen Freeholders (hereafter “Board”) is desirous of authorizing this request for proposal process and having the Directors of the Passaic County Department of Human Services and Procurement prepare the necessary RFP and advertising same pursuant to law;

**NOW, THEREFORE, LET IT BE RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the Passaic County Purchasing Department in cooperation with the Passaic County Department of Human Services to develop and advertise a request for proposals for the Passaic County Based Innovation Grant, pursuant to N.J.S.A. 40A:11-1 et seq as a competitive contract; and

**LET IT BE FURTHER RESOLVED**, that the said Purchasing Department is hereby authorized to establish the appropriate dates for submission of proposals pursuant to this resolution.

JDP:czb

Dated: March 10, 2020

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Dir. Pasquale "Pat" Lepore  
Assad R. Akhter  
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401 Grand Street  
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Fax: 973-742-3746

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



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 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 CROCKERY, CULINARY, KITCHEN SUPPLIES AND EQUIPMENT FOR THE COUNTY OF PASSAIC DEPARTMENTS AND INSTITUTIONS FOR THE PERIOD OF MARCH 1, 2020 THROUGH FEBRUARY 28, 2021, PURSUANT TO N.J.S.A. 40A:11-4 AND AS PER BID SB-20-007, 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Health & Human Services  
COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20200236</b>							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-24							
CAF #	0-01-27-172-001-K01							
Purchase Req. #								
Result	Adopted							
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>	<b>RECU.</b>
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING AWARD OF CONTRACT TO THE VENDORS LISTED BELOW, FOR CROCKERY, CULINARY, KITCHEN SUPPLIES AND EQUIPMENT FOR THE COUNTY OF PASSAIC DEPARTMENTS AND INSTITUTIONS FOR THE PERIOD OF MARCH 1, 2020 THROUGH FEBRUARY 28, 2021, PURSUANT TO N.J.S.A. 40A:11-4 AND AS PER BID SB-20-007**

**WHEREAS**, there exists a need for crockery, culinary, kitchen supplies and equipment for the County of Passaic Departments and Institutions; and

**WHEREAS**, the County of Passaic issued a public solicitation to qualified vendors for Bid SB-20-007 for Crockery, Culinary, Kitchen Supplies and Equipment for the County of Passaic Departments and Institutions in accordance with "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 January 9, 2020, pursuant to N.J.S.A. 40A: 11-1 et. seq., and it is being recommended to the Passaic County Board of Chosen Freeholders for an award of contract to the vendors listed below:

**Sam Tell and Son, Inc.: Items Awarded (182) **\$137,053.95****

Line items: 1, 2, 3, 4, 5, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 22, 23, 28, 30, 31, 32, 33, 34, 35, 36, 37a, 37b, 37c, 37d, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 52, 53, 54, 55, 56, 57, 59, 60, 61, 62, 63, 66, 67, 69, 71, 72, 73b, 73c, 74, 75, 76, 77, 78, 79, 80, 82a, 82b, 82c, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 100, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 165, 166, 166a, 167, 168, 169, 171, 172, 173, 174, 175, 179, 180, 181, 182, 183, 184, 185, 186, 188, 189, 190, 191, 193, 194, 195, 196, 199, 200, 204, 209 and 210;

**Pueblo Hotel Supply: Items Awarded (32) **\$27,903.16****

Line items: 6, 7, 11, 21, 24, 25, 26, 27, 29, 51, 58, 64, 65, 68, 70, 73a, 81, 99, 101, 115, 164, 170, 176, 177, 178, 187, 197, 198, 205, 206, 207 and 208.

**WHEREAS**, the above listed vendors have indicated in their Bid Responses that they are willing to provide these goods and services to the registered members of Passaic County Cooperative Pricing System #38-PCCP; and

**WHEREAS**, the contract period will be from March 1, 2020 through February 28, 2021 for a total estimated award of \$164,957.11, with purchases to be made on an as-needed basis from the vendors listed above: and

**WHEREAS**, a certification is attached hereto, indicating that \$164,957.11 in funds are available in various budget accounts for the within contemplated expenditure; and

**WHEREAS**, this matter was discussed at the February 26 , 2020 meeting of the Health and Human Services Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Chosen Freeholders of the County of Passaic that pursuant to N.J.S.A. 40A: 11-4, an award of contract is authorized to the above referenced vendors for the products referenced above in an amount not to exceed the line item prices submitted in the vendors' bid responses. Purchases will be made on an as-needed basis in an amount not to exceed \$164,957.11, in accordance with N.J.A.C. 5:30-11.10 (a) – open-ended contracts; and

**LET IT BE 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.

March 10, 2020

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200236



CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$164,957.11

APPROPRIATION: Multiple accounts on a needs basis

PURPOSE: Resolution authorizing award of contract to two vendors for crockery, culinary, kitchen supplies and equipment for County of Passaic departments and institutions.



Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr



**RESOLUTION REQUEST FORM**

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

**DESCRIPTION OF RESOLUTION:**

Resolution to qualify and award contracts for SB-20-007 Crockery, Culinary Kitchen Supplies and Equipment for Preakness Healthcare Center for the period of March 1, 2020 through February 28, 2021.

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:** \$ 164,957.11  
**REQUISITION #** R0-01279 Sam Tell and Son, Inc  
**ACCOUNT #** 0-01-27-172-001-K01

*Grady's Restraunt Equipment is a new vendor being entered into the system*

4. **METHOD OF PROCUREMENT:**

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

5. **COMMITTEE REVIEW:**

**DATE:**

<input type="checkbox"/> Administration & Finance	_____
<input type="checkbox"/> Budget	_____
<input type="checkbox"/> Health	_____
<input checked="" type="checkbox"/> Human Services	<u>02/26/20</u>
<input type="checkbox"/> Law & Public Safety	_____
<input type="checkbox"/> Planning & Economic Development	_____
<input type="checkbox"/> Public Works	_____

6. **DISTRIBUTION LIST:**

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



## RESOLUTION REQUEST FORM

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

**DESCRIPTION OF RESOLUTION:**

Resolution to qualify and award contracts for SB-20-007 Crockery, Culinary Kitchen Supplies and Equipment for Preakness Healthcare Center for the period of March 1, 2020 through February 28, 2021.

2. **CERTIFICATION INFORMATION:**

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3. **AMOUNT OF EXPENDITURE:** \$ 164,957.11  
**REQUISITION #** R0-01279 Sam Tell and Son, Inc *Grady's Restraunt Equipment is a new vendor being entered into the system*  
**ACCOUNT #** 0-01-27-172-001-K01

4. **METHOD OF PROCUREMENT:**

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

- | 5. <b>COMMITTEE REVIEW:</b>                              | DATE:           |
|--|-----------------|
| <input type="checkbox"/> Administration & Finance        | _____           |
| <input type="checkbox"/> Budget                          | _____           |
| <input type="checkbox"/> Health                          | _____           |
| <input checked="" type="checkbox"/> Human Services       | <u>02/26/20</u> |
| <input type="checkbox"/> Law & Public Safety             | _____           |
| <input type="checkbox"/> Planning & Economic Development | _____           |
| <input type="checkbox"/> Public Works                    | _____           |

6. **DISTRIBUTION LIST:**

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

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200236

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Dir. Pasquale "Pat" Lepore  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
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401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746

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



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING THE SECOND ONE-YEAR OPTION TO RENEW GRANTS WITH VARIOUS AGENCIES UNDER THE JUVENILE JUSTICE COMMISSION, FAMILY COURT AND STATE COMMUNITY PARTNERSHIP, IN THE AMOUNT OF \$535,935.00 FOR CALENDAR YEAR 2020, THROUGH THE COMPETITIVE CONTRACTING PROCESS IN ACCORDANCE WITH N.J.S.A. 40A:11-4.5, 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Health & Human Services  
COMMITTEE NAME

Official Resolution#	R20200237							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-25							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING THE SECOND ONE-YEAR OPTION TO RENEW GRANTS WITH VARIOUS AGENCIES UNDER THE JUVENILE JUSTICE COMMISSION, FAMILY COURT AND STATE COMMUNITY PARTNERSHIP, IN THE AMOUNT OF \$535,935.00 FOR CALENDAR YEAR 2020, THROUGH THE COMPETITIVE CONTRACTING PROCESS IN ACCORDANCE WITH N.J.S.A. 40A:11-4.5**

**WHEREAS**, the Board of Chosen Freeholders of the County of Passaic (hereinafter "Board") receives grants from the New Jersey Juvenile Justice Commission titled Juvenile Accountability and Incentive Block Grants, Community Partnership Grants, and Family Court Grants that are administered by the County Human Services Department with the advise and consent of the County Youth Services Commission; and

**WHEREAS**, pursuant to Resolution R-20180410 dated May 22, 2018, the Board passed a resolution authorizing the Human Services Department to award funding from the State of New Jersey, Juvenile Justice Commission, Comprehensive Funding Allocations for the State/Community Partnership and the Family Court Services Grant Program for a one year period commencing January 1, 2018 to December 31, 2018 in accordance with the competitive contracting process; and

**WHEREAS**, the original RTP Review Committee's recommendation for the award of the aforesaid contract also included two (2) one-year options to renew; and

**WHEREAS**, the Board is desirous of authorizing the second one-year option to renew as stated above in the amount of \$535,935.00 to the following agencies:

Track Group - Electronic Monitoring Service	\$102,240.00
New Destiny - After School Prevention & Parenting Program	\$ 47,488.00
M&S - Psychotherapy Juvenile Sexual Behavior	\$ 68,600.00
Family Intervention Services - Parenting Support & Education	\$ 19,537.00
City of Paterson Youth Services Bureau - Disposition Program for Life	\$ 40,518.00
City of Passaic Police Department - Passaic Stationhouse Adj. Program	\$ 34,762.00
State of New Jersey Probation Division - Life Skills Program	\$ 15,643.00
Options Counseling Center - Drug & Alcohol Counseling	\$ 29,000.00
City of Paterson Youth Services Bureau - Evening Reporting Center	\$113,855.00
City of Paterson Police Department - Paterson Stationhouse Adj.	\$ 36,292.00
M&S Psychotherapy - Drug & Alcohol Evaluation for Juveniles	<u>\$ 28,000.00</u>
	\$535,935 -Total

**WHEREAS**, this matter was discussed at the February 26, 2020 meeting of the Health and Human Services Committee and is being recommended to the Passaic County Board of Chosen Frecholders for approval; and

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

**NOW, THEREFORE, LET IT BE RESOLVED**, that the Board of Chosen Freeholders of the County of Passaic hereby exercises the second one-year option to renew in connection with the award of grant funds from the State of New Jersey, Juvenile Justice Commission (JJC) for calendar year 2020, Comprehensive County Funding allocations for the State/Community Partnership Program in the amount of \$535,935.00 in accordance with N.J.S.A. 40A:11-4.5; and

**LET IT BE FURTHER RESOLVED**, that Office of the Passaic County Counsel forward official notification to the above referenced parties of the action taken herein.

JDP:czb

Dated: March 10, 2020

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200237

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$535,935.00

APPROPRIATION: \$324,527.00 – G-01-41-810-020-213  
\$211,408.00 – G-01-41-823-020-213

PURPOSE: Resolution authorizing the second one year option to  
renew grant awards with various agencies.



Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr

Passaic County Youth Services Commission  
 CY 2020 Spending Plan  
 Second One Year Option to Renew  
 Original Resolution: R2018-0410, May 22, 2018

Agency	Program	Award Amount	Grant Account	Requisition
Track Group	Electronic Monitoring	\$102,240	G-01-41-810-020-011-213	R0-01598
New Destiny	After School Prevention and Parenting Program	\$47,488	G-01-41-823-020-011-213	R0-01508
M&S Psychotherapy	Juvenile Sex Offender evaluation and treatment program & Drug and Alcohol Evaluations	\$68,600 \$28,000	G-01-41-810-020-011-213	R0-01461
Family Intervention Services	Parenting Support and Education and Sexting Education	\$19,537	G-01-41-810-020-011-213	R0-01441
City of Paterson Youth Services Bureau	Disposition Program For Life Skills and Vocation	\$40,518	G-01-41-823-020-011-213	R0-01467
Passaic Police Department	Passaic Stationhouse Adjustment	\$34,762	G-01-41-810-020-011-213	R0-01443
Probation	Life Skills Program for Probation Youth	\$15,643	G-01-41-810-020-011-213	R0-01462
Options Counseling Center	Drug and Alcohol Counseling	\$29,000	G-01-41-823-020-011-213	R0-01510
City of Paterson Youth Services Bureau	Evening Reporting	\$113,855	G-01-41-810-020-011-213 G-01-41-823-020-011-213	R0-01463
Paterson Police Department	Paterson Stationhouse Adjustment	\$36,292	G-01-41-810-020-011-213 G-01-41-823-020-011-213	R0-01457
	<b>Total</b>	<b>\$535,935</b>		





**RESOLUTION REQUEST FORM**

1. **NAME OF REQUESTER:** Francine Vince, MSW  
**Telephone #:** 973-881-2834

**DESCRIPTION OF RESOLUTION:**  
 RESOLUTION AUTHORIZING THE SECOND ONE YEAR OPTION TO RENEW GRANTS WITH VARIOUS AGENCIES UNDER THE JUVENILE JUSTICE COMMISSION, FAMILY COURT AND STATE COMMUNITY PARTNERSHIP GRANTS FOR 2020 AS DETAILED IN THE ATTACHMENTS.

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:** \$ \$535,935  
**REQUISITION #** see attached  
**ACCOUNT #** G-01-41-81-020-011-213, G-01-41-823-020-011-213

4. **METHOD OF PROCUREMENT:**  
 RFP       RFQ       Bid  
 Other: INTERGOVERNMENTAL AGREEMENT

5. <b>COMMITTEE REVIEW:</b>	<b>DATE:</b>
<input type="checkbox"/> Administration & Finance	_____
<input type="checkbox"/> Budget	_____
<input type="checkbox"/> Health	_____
<input checked="" type="checkbox"/> Human Services	<u>1/15/20</u>
<input type="checkbox"/> Law & Public Safety	_____
<input type="checkbox"/> Planning & Economic Development	_____
<input type="checkbox"/> Public Works	_____

6. **DISTRIBUTION LIST:**  
 Administration       Finance       Counsel  
 Clerk to the Board       Procurement  
 Other: \_\_\_\_\_

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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



## Public Meeting (Board Meeting)

Date: May 22, 2018 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING THE HUMAN SERVICES DEPARTMENT TO AWARD FUNDING FROM THE STATE OF NEW JERSEY DEPARTMENT, JUVENILE JUSTICE COMMISSION (JJC), COMPREHENSIVE COUNTY FUNDING ALLOCATIONS FOR THE STATE/COMMUNITY PARTNERSHIP AND THE FAMILY COURT SERVICES GRANT PROGRAM, IN THE AMOUNT OF \$686,966.00 FOR CY 2018 ALL AS NOTED IN THE RESOLUTION.


THIS RESOLUTION WAS REQUESTED BY:

HUMAN SERVICES

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
William J. Pascrell, III, Esq.  
COUNTY COUNSEL

Human Services

COMMITTEE NAME

Official Resolution#	R20180410							
Meeting Date	05/22/2018							
Introduced Date	05/22/2018							
Adopted Date	05/22/2018							
Agenda Item	k-13							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
James	✓				✓			
Akhter	✓				✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓		✓		✓			
Lepore	✓			✓	✓			

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

Dated: May 24, 2018

Res-Pg:k.13-2

**RESOLUTION AUTHORIZING THE HUMAN SERVICES  
DEPARTMENT TO AWARD FUNDING FROM THE STATE OF  
NEW JERSEY DEPARTMENT, JUVENILE JUSTICE  
COMMISSION (JJC), COMPREHENSIVE COUNTY FUNDING  
ALLOCATIONS FOR THE STATE/COMMUNITY PARTNERSHIP  
AND THE FAMILY COURT SERVICES GRANT PROGRAM, IN  
THE AMOUNT OF \$686,966.00 FOR CY 2018**

**WHEREAS** the County of Passaic receives grants from the New Jersey Juvenile Justice Commission titled Juvenile Accountability and Incentive Block Grants, Community Partnership Grants, and Family Court Grants that are administered by the County Human Services Department with the advise and consent of the County Youth Services Commission; and

**WHEREAS** the Passaic County Human Services Department is desirous of awarding grant funds from the State of New Jersey, Juvenile Justice Commission (JJC) for Calendar Year 2018, Comprehensive County Funding allocations for the State/Community Partnership and the Family Court Services Grant Program, in the amount of \$686,966.00 to the following agencies:

New Destiny Family Success Center After School Program	\$ 44,288
Family Intervention Services Parenting Support & Education	\$ 19,537
Family Intervention Services Family Crisis Intervention Units	\$153,271
City of Passaic Police Department Passaic Stationhouse Adj. Program	\$ 34,762
City of Paterson Police Department Paterson Stationhouse Adj. Track Group Ankle Bracelet Rental & Monitoring Service	\$ 33,492
Options Counseling Center Juvenile Outpatient & Intensive	\$100,000
City of Paterson Youth Services Bureau Evening Reporting Center	\$ 29,000
M&S Psychotherapy Juvenile Sexual Behavior	\$113,855
City of Paterson Youth Services Bureau Disposition Program for Life	\$ 68,600
State of New Jersey Probation Division Life Skills Program	\$ 40,518
M&S Psychotherapy Drug & Alcohol Evaluation for Juveniles	\$ 15,563
Hope for Reentry Reentry Program for Juvenile Offenders	\$ 28,000
	<u>\$ 6,000</u>
	<b>\$686,966;</b>

**WHEREAS** this matter was reviewed and approved by the Human Services Committee on May 10, 2018; and

Introduced on: May 22, 2018  
Adopted on: May 22, 2018  
Official Resolution#: R20180410

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200237

Res-Pg:k.13-3

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

**NOW THEREFORE BE IT RESOLVED** that the Board of Chosen Freeholders of the County of Passaic hereby awards the grant award funds from the State of New Jersey, Juvenile Justice Commission (JJC) for calendar year 2018, Comprehensive County Funding allocations for the State/Community Partnership and the Family Court Services Grant Program, in the amount of \$686,966.00; and

**BE IT FURTHER RESOLVED** that the Board of Chosen Freeholders authorizes the Director, Clerk and Human Services Director to execute any necessary agreements to effectuate the above.

JDP:lc

Dated: May 22, 2018

Introduced on: May 22, 2018  
Adopted on: May 22, 2018  
Official Resolution#: R20180410

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200237



RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Francine Vince, MSW
Telephone #: 973-881-2834

DESCRIPTION OF RESOLUTION:

RESOLUTION AUTHORIZING THE BOARD OF CHOSEN FREEHOLDERS THROUGH THE HUMAN SERVICES DEPARTMENT TO ACCEPT THE PROPOSAL REVIEW COMMITTEE'S RECOMMENDATIONS AND AWARD STATE COMMUNITY PARTNERSHIP AND FAMILY COURT FUNDS IN THE AMOUNT OF \$88,968 FROM THE NJ JUVENILE JUSTICE COMMISSION TO THE AGENCIES SET FORTH BELOW FOR THE PERIOD OF (CY2018) JANUARY 1, 2018 TO DECEMBER 31, 2018.

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: \$ 686,966
REQUISITION #
ACCOUNT # G-01-41-801-018-213

4. METHOD OF PROCUREMENT:

[X] RFP [ ] RFQ [ ] B1
[X] Other: INTERGOVERNMENTAL AGREEMENT

5. COMMITTEE REVIEW:

DATE:

- [ ] Administration & Finance
[ ] Budget
[ ] Health
[ ] Human Services
[ ] Law & Public Safety
[ ] Planning & Economic Development
[ ] Public Works

6. DISTRIBUTION LIST:

- [ ] Administration [ ] Finance [ ] Counsel
[ ] Clerk to the Board [ ] Procurement
[ ] Other:

Introduced on: May 22, 2018
Adopted on: May 22, 2018
Official Resolution#: R20180410

Introduced on: March 10, 2020
Adopted on: March 10, 2020
Official Resolution#: R20200237

Res-Pg:k.13-5



Philip D. Murphy  
Governor

Shella Y. Oliver  
Lt. Governor

State of New Jersey  
Office of the Attorney General  
DEPARTMENT OF LAW AND PUBLIC SAFETY  
Juvenile Justice Commission  
P.O. Box 107  
Trenton, New Jersey 08625-0107

Gurbir S. Grewal  
Attorney General

Kevin M. Brown  
Executive Director

May 14, 2018

John D. Givens  
Francine Vince  
Passaic County Youth Services Commission  
401 Grand Street, Rm 506  
Paterson, NJ 07505

Dear Mr. Givens & Ms. Vince:

We are pleased to advise you that the Juvenile Justice Commission has completed processing Passaic County's CY 2018 Comprehensive County Youth Services Plan and Application (CY18).

Our intent to award Passaic County for CY18 is as follows:

<b>State/Community Partnership</b>	
Program Services Funds	\$445,106.00
Program Management Funds	\$55,550.00
<b>Award Total</b>	<b>\$500,656.00</b>
<b>Family Court Services</b>	
Program Services	\$278,149.00
Family Crisis Intervention Unit	\$153,271.00
<b>Award Total</b>	<b>\$431,420.00</b>
<b>Comprehensive Funding Grand Total</b>	<b>\$932,076.00</b>

Enclosed are your Award Notices, Award Conditions and Certified Assurances as follows:

**State/Community Partnership (SCP) and Family Court (FC) Funds:**

- One Award Notice
- Award Conditions
- Certified Assurances



Introduced on: May 22, 2018  
Adopted on: May 22, 2018  
Official Resolution#: R20180410

**REALIZING POTENTIAL & CHANGING FUTURES**  
New Jersey Is An Equal Opportunity Employer  
Printed on Recycled Paper and Recyclable



Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200237

Res-Pg:k.13-6

John Given & Francine Vince  
May 14, 2018  
Page 2 of 2

All Award documents must be signed by the Freeholder Director/County Executive and returned to Safiya L. Baker at the address above. Please also submit a Resolution with a raised seal and ensure that it indicates the award amounts. A fully Executed Award will be forwarded to you after subsequent signature by the Attorney General.

As stated in the Award Conditions, any press or media contact in relation to Partnership and Family Court must be coordinated with the Juvenile Justice Commission in advance of press/media contact.

If you have any questions, please contact Safiya L. Baker at 609-341-3632.

Sincerely,



Kevin M. Brown  
Executive Director

KMB/mnr  
Attachments

C: Anthony J. Denova III, County Executive, Passaic County  
Richard Cahill, Chief Financial Officer, Passaic County  
Jennifer LeBaron, Ph.D., Deputy Executive Director of Policy, Research & Planning, JJC  
Doris S. Darling, Director, Office of Local Programs & Services, JJC  
Paul Sumners, Chief of Budget & Finance, JJC  
Safiya L. Baker, Manager, YSC Grants Management Unit, JJC  
Kristen Williams, Supervisor, Court Liaison Unit, JJC  
Amanda Compton, Court Liaison, JJC

Introduced on: May 22, 2018  
Adopted on: May 22, 2018  
Official Resolution#: R20180413

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200237

Res-Pg:k.13-7

Agency	Program	State Community Partnership	Family Court	Total	Method of Procurement
New Destiny Family Success Center	After School Program	\$0	\$44,288	\$44,288	RFP See attached score sheet
Family Intervention Services	Parenting Support and Education	\$19,537	\$0	\$19,537	RFP See attached score , sheet
Family Intervention Services	Family Crisis Intervention Unit (FCIU)	\$0	\$153,271	\$153,271	RFP See attached score sheet
City of Passaic Police Department	Passaic Stationhouse Adjustment Program	\$34,762	\$0	\$34,762	Inter- governmental Agreement
City of Paterson Police Department	Paterson Stationhouse Adjustment Program	\$17,719	\$15,773	\$33,492	Inter- governmental Agreement
Track Group	Ankle Bracelet rental and Monitoring Service	\$100,000	\$0	\$100,000	RFP See attached score sheet
Options Counseling Center	Juvenile Outpatient and Intensive outpatient substance use treatment	\$0	\$29,000	\$29,000	RFP See attached score sheet
City of Paterson Youth Services Bureau	Evening Reporting Center	\$38,026	\$75,829	\$113,855	Inter- governmental Agreement
M&S Psychotherapy	Juvenile Sexual Behavior Program	\$68,600	\$0	\$68,600	RFP See attached score sheet
City of Paterson Youth Services Bureau	Disposition Program for Life Skills, Education, and Vocation	\$0	\$40,518	\$40,518	RFP See attached score sheet
State of New Jersey, Probation Division	Life Skills Program	\$15,643	\$0	\$15,643	Inter- governmental Agreement
M&S Psychotherapy	Drug and Alcohol Evaluations for Juveniles	\$28,000	\$0	\$28,000	RFP See attached score sheet

Introduced on: May 22, 2018  
 Adopted on: May 22, 2018  
 Official Resolution#: R20180410

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200237



Agency	Program	State- Community Partnership	Family Court	Total	Method of Procurement
HOPE for Re-Entry	Re-Entry program for Juvenile Offenders	\$0	\$6,000	\$6,000	RFP See attached score sheet
<b>Total</b>		<b>\$322,278</b>	<b>\$364,679</b>	<b>\$686,966</b>	

Introduced on: May 22, 2018  
 Adopted on: May 22, 2018  
 Official Resolution#: R20180410

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200237

**2018 – 2020 Comprehensive Youth Services Plan RFP Review Committee Report**

**Voting Committee Members:** Jenny Fletcher, Christopher Irving and Tiesha Williams, Lary Feather

**Non-Voting Committee Members:** Freeholder Cassandra "Sandi" Lazzara, Amanda Compton (Only voting committee members scored proposals, non-voting members observed the process without scoring or providing input).

**Facilitator:** John D. Givens (Instructions were provided by Francine Vince).

Scores were collected from each of the committee members on two dates: November 13, 2017 and November 27, 2017. Each reviewer's scores were included in the calculations. Scores were averaged by Francine Vince and are reported below.

**After School Prevention Program- \$44,288**

There were 4 applicants for this program:

1. New Destiny which scored @ 90.5%
2. (UPO) United Passaic Organization which scored @ 89.25%
3. Mental Health Clinic of Passaic which scored @ 87%
4. City of Paterson, Youth Services Bureau which scored @ 84.75%

New Destiny scored the highest at 90.5%. This program is recommended for funding for 2018.

**Parenting Support Program- \$19,537**

There were 2 applicants for this program:

1. Jewish Family Services of Clifton which scored @ 85%
2. (FIS) Family Intervention Services which scored @ 92.5%

(FIS) Family Intervention Services scored the highest at 92.5%. This program is recommended for funding for 2018.

**FCIU Program- \$153,271 (scored @ 95%)**

FCIU was the only applicant. This agency is the current provider and is continuing to provide quality services. This program is recommended for funding for 2018.

**Recovery Coach Program-**

No RFP's were received for this program.

**Drug Counseling Program- \$29,000 (scored @ 92.3%)**

Options was the only applicant. This agency is the current provider and is continuing to provide quality services. This program is recommended for funding for 2018.

Introduced on: May 22, 2018  
 Adopted on: May 22, 2018  
 Official Resolution#: R20180410

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200237

**Evening Reporting Program- \$113,855 (scored @ 95.7%)**

City of Paterson, Youth Services Bureau was the only applicant. This agency is the current provider and is continuing to provide quality services. This program is recommended for funding for 2018.

**Juvenile Sexual Behavior Program- \$68,600 (scored @ 96%)**

M&S Psychotherapy was the only applicant. This agency is the current provider and is continuing to provide quality services. This program is recommended for funding for 2018.

**Disposition Program for Life skills- \$40,518 (scored at 95%)**

City of Paterson, Youth Services Bureau/ Total Lifestyles and Support Services was the only applicant. This agency is the current provider and is continuing to provide quality services. This program is recommended for funding for 2018.

**Drug and Alcohol Evaluations Program- \$28,000 (scored @ 94.6%)**

M&S Psychotherapy was the only eligible applicant. This agency is the current provider and is continuing to provide quality services. This program is recommended for funding for 2018.

**Re-Entry Program- \$6,000 (scored @ 92.7%)**

HOPE for Bx-Offenders was the only applicant. This agency is the current provider and is continuing to provide quality services. This program is recommended for funding for 2018.

Introduced on: May 22, 2018  
Adopted on: May 22, 2018  
Official Resolution#: R20180410

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200237

Passaic County Youth Services Commission  
 CY 2020 Spending Plan  
 Second One Year Option to Renew  
 Original Resolution: R2018-0410, May 22, 2018

Agency	Program	Award Amount	Grant Account	Requisition
Track Group	Electronic Monitoring	\$102,240	G-01-41-810-020-011-213	R0-01598
New Destiny	After School Prevention and Parenting Program	\$47,488	G-01-41-823-020-011-213	R0-01508
M&S Psychotherapy	Juvenile Sex Offender evaluation and treatment program & Drug and Alcohol Evaluations	\$68,600 \$28,000	G-01-41-810-020-011-213	R0-01461
Family Intervention Services	Parenting Support and Education and Sexting Education	\$19,537	G-01-41-810-020-011-213	R0-01441
City of Paterson Youth Services Bureau	Disposition Program For Life Skills and Vocation	\$40,518	G-01-41-823-020-011-213	R0-01467
Passaic Police Department	Passaic Stationhouse Adjustment	\$34,762	G-01-41-810-020-011-213	R0-01443
Probation	Life Skills Program for Probation Youth	\$15,643	G-01-41-810-020-011-213	R0-01462
Options Counseling Center	Drug and Alcohol Counseling	\$29,000	G-01-41-823-020-011-213	R0-01510
City of Paterson Youth Services Bureau	Evening Reporting	\$113,855	G-01-41-810-020-011-213 G-01-41-823-020-011-213	R0-01463
Paterson Police Department	Paterson Stationhouse Adjustment	\$36,292	G-01-41-810-020-011-213 G-01-41-823-020-011-213	R0-01457
	<b>Total</b>	<b>\$535,935</b>		

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

401 Grand Street  
Paterson, New Jersey 07505

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

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

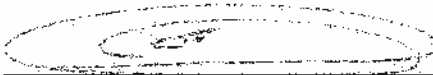
Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION TO APPLY AND ACCEPT GRANT FUNDING IN THE AMOUNT OF \$34,500 THE NEW JERSEY DEPARTMENT OF HUMAN SERVICES, DIVISION OF AGING SERVICES FOR THE PERIOD OF APRIL 1, 2020 THROUGH MARCH 31, 2021 TO CARRY OUT THE STATE HEALTH INSURANCE PROGRAM (SHIP) THROUGH THE DEPARTMENT OF SENIOR SERVICES, AS AUTHORIZED BY N.J.S.A. 52:14-34.4, ET SEQ., ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

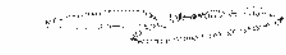
OFFICE ON AGING

REVIEWED BY:

  
Anthony J. De Nova III

COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
Matthew P. Jordan, Esq.

COUNTY COUNSEL

Health & Human Services

COMMITTEE NAME

Official Resolution#	R20200238							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-26							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION TO APPLY AND ACCEPT GRANT FUNDING IN THE AMOUNT OF \$34,500 THE NEW JERSEY DEPARTMENT OF HUMAN SERVICES, DIVISION OF AGING SERVICES FOR THE PERIOD OF APRIL 1, 2020 THROUGH MARCH 31, 2021 TO CARRY OUT THE STATE HEALTH INSURANCE PROGRAM (SHIP) THROUGH THE DEPARTMENT OF SENIOR SERVICES, AS AUTHORIZED BY N.J.S.A. 52:14-34.4, ET SEQ.**

**WHEREAS**, the Department of Senior Services is desirous of applying and accepting funds in the amount of \$32,000 for the period of April 1, 2020 through March 31, 2021 which is available at this time to carry out a program to provide free, unbiased information and counseling on Medicare, Medicare supplements, long-term insurance, Medicare Advantage and Prescription Plans, assistance with health insurance forms claims, and appeals; informed referrals; and consumer education presentations; and

**WHEREAS**, these funds for said agreement are set forth in the attached Standardized Board Resolution Form and has been recommended by the County's Area Aging Director; and

**WHEREAS**, this matter was discussed at the February 26, 2020 meeting of the Human Services Committee and is being recommended to the Passaic County Board of Chosen Freeholders for approval;

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 52:14-34.4, et seq., by the Board of Chosen Freeholders of the County of Passaic, that pursuant to the terms and conditions set forth above in the aforementioned 2020 Grant Notice, the Freeholder Director, Clerk to the Board, and Aging Executive Director be, and they hereby are, authorized to execute the aforesaid Grant Standardized Board Resolution Form for Grant Notice DOAS20-SHF097 for Contract Period April 1, 2020 to March 31, 2021 between the County of Passaic, Department of Senior Services and State Department of Human Services, Division of Aging Services.

JDP:jg

Dated: March 10, 2020



### RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Shirley Force  
 Telephone #: (973) 569-4060

**DESCRIPTION OF RESOLUTION:**

Resolution authorizing the application and acceptance of grant funds int the amount of \$34,500 from the New Jersey Department of Human Services, Division of Aging Services; for the period of April 1, 2020 through March 31, 2021 to carry out the State Health Insurance Program (SHIP) through the Department of Senior Services,

*as authorized by N.J.S.A. 52:14-34.4 EI SER.*

2. CERTIFICATION INFORMATION:

ATTACH A COPY OF THE REQUISITION FROM EDMUNDS

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

3. AMOUNT OF EXPENDITURE: \$ 0  
 REQUISITION # N/A  
 ACCOUNT # N/A

4. METHOD OF PROCUREMENT:

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

5. COMMITTEE REVIEW:

DATE:

Administration & Finance \_\_\_\_\_  
 Budget \_\_\_\_\_  
 Health \_\_\_\_\_  
 Human Services 2/26/20  
 Law & Public Safety \_\_\_\_\_  
 Planning & Economic Development \_\_\_\_\_  
 Public Works \_\_\_\_\_

6. DISTRIBUTION LIST:

Administration       Finance       Counsel  
 Clerk to the Board       Procurement

Introduced on: March 40, 2020  
 Adopted on: March 40, 2020  
 Official Resolution#: R20200238

Policy Circular P1.06

State of New Jersey  
Department of Human Services

**SUBJECT:** Standardized Board Resolution Form

**EFFECTIVE:** This policy shall become effective August 1, 2009.

**PROMULGATED:** July 20, 2009

**SUPERCEDES:** Standardized Board Resolution Form, promulgated November 21, 2007

**PURPOSE:** The purpose of this policy circular is to standardize the content of the Provider Agency Board Resolutions across all Department of Human Services (DHS) Departmental Components to assure that all of the required obligations are identified and committed to by the Provider Agency Board.

I. SCOPE

This policy circular applies to all DHS Third Party incorporated contracted Provider Agencies, Universities/Colleges and for-profit organizations.

II. POLICY

Periodically Boards of Directors in conducting the business of their organizations attest to their actions or decisions by way of written resolutions. The DHS requires Contract Providers to complete and file the attached standard board resolution when executing a DHS Third Party Social Service Contract.

A. Requirements for completion, updating and submission

The Attachment I, Page 1 is to be completed by the Agency and the same for Attachment II.

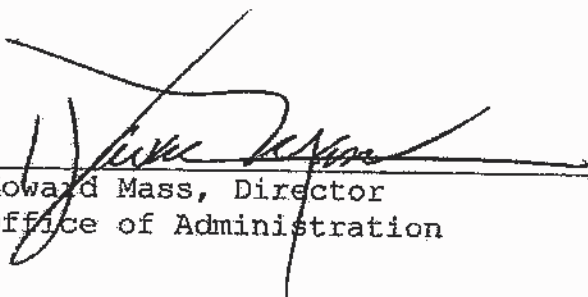
Introduced on: ~~March 10, 2020~~ When any changes occur which would affect the contents of  
 Adopted on: ~~March 10, 2020~~ the Board is to convene and complete a new Board  
 Official Resolution#: R20200238



Resolution and submit it to the Departmental Component within 10 business days of the change unless otherwise specified in the DHS policy.

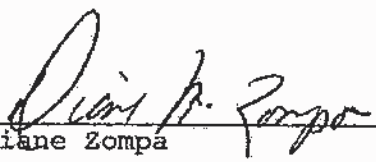
The completed form is to be returned to the Departmental Component with all other required contract documents as part of the contract package. (See Policy Circular P1.01, Documents and Conditions Required for Processing, Executing and Documenting a DHS Third Party Contract.)

Issued by:



---

Howard Mass, Director  
Office of Administration



---

Diane Zompa  
Chief of Staff  
Department of Human Services

STANDARDIZED BOARD RESOLUTION

The Board endorses the following commitments as defined in this document:

1. Health Insurance Portability and Accountability Act (HIPAA)\*

Specific to HIPAA (Health Insurance Portability and Accountability Act), the above noted Provider Agency is either (check A or B):

- A) a covered entity (as defined in 45 CFR 160.103)
- B) a non-covered entity and has executed a DHS Business Associate Agreement (BAA) last dated \_\_\_\_\_.
- C) a non-covered entity that will not be receiving or sharing personal health information.

Once executed, the BAA will be included in the Departmental Component's official contract file. The BAA *will be considered applicable indefinitely* unless there is a change in the Provider Agency's status, information or the content of the BAA, in which case it is the responsibility of the contracted Provider Agency to revise the BAA.

The Board agrees that if there is *any change* in their BAA Status the Departmental Component will be immediately notified and the appropriate information provided within 10 business days.

**\* This section is not applicable for DCF Office of Education Contracts.**

2. Legal Advice

The Board acknowledges that the Department of Human Services does not and will not provide legal advice regarding the contract or about any facet of the relationship between the Department of Human Services and the Provider Agency. The Board further acknowledges that any and all legal advice must be sought from the Provider Agency's own attorneys and not from the Department of Human Services.

DEPARTMENT OF HUMAN SERVICES (DHS)

Standardized Board Resolution Form

Supporting Information for Contract # DOAS20SHF007 for Contract

Period 04/01/2020 to 03/31/2021

Agency: Passaic County Department of Senior Services Disability and Veterans Affairs

Certification:

We certify that the information contained in, or included with, this contract document is accurate and complete.

\_\_\_\_\_  
Chairperson, Board of Directors  
Cassandra "Sandi" Lazzara

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive Director  
Shirley Force

\_\_\_\_\_  
Date

Authorized Signatories for Contract documents, checks and invoices are: (List full name and title) (add additional pages, if needed)

\_\_\_\_\_  
Name Shirley Force

\_\_\_\_\_  
Executive Director  
Title

\_\_\_\_\_  
Name Laura Smith

\_\_\_\_\_  
Assistant Program Coordinator  
Title

\_\_\_\_\_  
Name Julieth Villegas

\_\_\_\_\_  
Fiscal Manager  
Title

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

401 Grand Street  
Paterson, New Jersey 07505

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

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

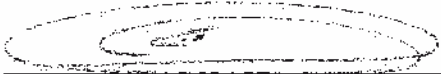
Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE AREA AGENCY ON AGING TO HOLD A PUBLIC FORUM ON JUNE 9, 2020 AT THE DEPARTMENT OF SENIOR SERVICES FOR THE PURPOSE OF SOLICITING AND RECEIVING COMMENTS ON THE 2021 AREA PLAN CONTRACT, PURSUANT TO 42 U.S.C.A. SEC. 3001, ET SEQ., ALL AS NOTED IN THE RESOLUTION.

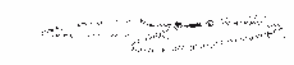
THIS RESOLUTION WAS REQUESTED BY:

OFFICE ON AGING

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Health & Human Services  
COMMITTEE NAME

Official Resolution#	R20200239							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-27							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓		✓		✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING THE AREA AGENCY ON AGING TO HOLD A PUBLIC FORUM ON JUNE 9, 2020 AT THE DEPARTMENT OF SENIOR SERVICES FOR THE PURPOSE OF SOLICITING AND RECEIVING COMMENTS ON THE 2021 AREA PLAN CONTRACT, PURSUANT TO 42 U.S.C.A. SEC. 3001, ET SEQ.**

**WHEREAS**, the Passaic County Area Agency on Aging and the Passaic County Senior Advisory Committee will hold a public forum for the purpose of soliciting and receiving comments on the 2021 Area Plan Contract; and

**WHEREAS**, the Plan includes services and programs that reflect the needs, issues and concerns of our Passaic County elderly residents; and

**WHEREAS**, the public is invited to attend and comment on a spending plan for services and implementation of programs that will meet the needs of Passaic County elderly residents; and

**WHEREAS**, the notice for such public hearing must be published in at least two newspapers circulating in the County; and

**WHEREAS**, this matter was discussed at the February 26, 2020 meeting of the Human Services Committee and is being recommended to the Passaic County Board of Chosen Freeholders for approval;

**NOW, THEREFORE, LET IT BE RESOLVED**, that pursuant to 42 U.S.C.A. Sec. 3001, et seq., the Board of Chosen Freeholders of the County of Passaic is authorized to hold a public forum for the purpose of soliciting and receiving comments on the 2021 Area Plan Contract on June 9, 2020; and

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board is hereby authorized to publish the necessary notice for hearing to be conducted, on June 9, 2020 at 10:00 a.m., at the Department of Senior Services, 930 Riverview Drive, Suite 200, Totowa, New Jersey.

JDP:jg

Dated: March 10, 2020



### RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Shirley Force  
 Telephone #: (973)569-4070

**DESCRIPTION OF RESOLUTION:**

Resolution to authorizing the Area Agency on Aging to hold a Public Forum on June 9, 2020 at the Department of Senior Services for the purpose of soliciting and receiving comments on the 2021 Area Plan Contract,

*in pursuant to  
42 U.S.C.A. Sec.  
3001  
et seq.*

2. CERTIFICATION INFORMATION:

ATTACH A COPY OF THE REQUISITION FROM EDMUNDS

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

3. AMOUNT OF EXPENDITURE: \$ \_\_\_\_\_  
 REQUISITION # \_\_\_\_\_  
 ACCOUNT # \_\_\_\_\_

4. METHOD OF PROCUREMENT:

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

5. COMMITTEE REVIEW:

DATE:

<input type="checkbox"/> Administration & Finance	_____
<input type="checkbox"/> Budget	_____
<input type="checkbox"/> Health	_____
<input checked="" type="checkbox"/> Human Services	<u>2/26/20</u>
<input type="checkbox"/> Law & Public Safety	_____
<input type="checkbox"/> Planning & Economic Development	_____
<input type="checkbox"/> Public Works	_____

6. DISTRIBUTION LIST:

Administration       Finance       Counsel  
 Clerk to the Board       Procurement

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200239

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

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

Anthony J. De Nova III  
Administrator

Matthew P. Jordan, Esq.  
County Counsel

Louis E. Imhof, III, RMC  
Clerk Of The Board



## Public Meeting (Board Meeting)

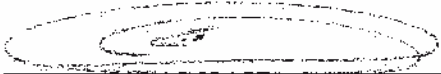
Date: Mar 10, 2020 - 5:30 PM

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

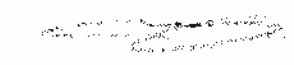
Agenda: RESOLUTION AUTHORIZING THE APPOINTMENT AND RE-APPOINTMENTS OF MEMBERS TO THE WORKFORCE DEVELOPMENT BOARD FOR A THREE (3) YEAR TERM, COMMENCING MARCH 10, 2020 AND TERMINATING MARCH 9, 2023, AS AUTHORIZED BY N.J.S.A. 34:15-C-1 et. seq., ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
WORKFORCE DEVELOPMENT

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Health & Human Services  
COMMITTEE NAME

Official Resolution#	R20200240							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-28							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING THE APPOINTMENT AND RE-APPOINTMENTS OF MEMBERS TO THE WORKFORCE DEVELOPMENT BOARD FOR A THREE (3) YEAR TERM, COMMENCING MARCH 10, 2020 AND TERMINATING MARCH 9, 2023, AS AUTHORIZED BY N.J.S.A. 34:15-C-1 et. seq.**

**WHEREAS**, the Workforce Development Board of Passaic County (hereafter “WDB”) is a gateway to our area’s workforce development system and its One-Stop Services;

**WHEREAS**, the Passaic County Workforce Development Center provides training for unemployed, unskilled and displaced individuals so they can effectively operate in the workplace, as authorized by N.J.S.A. 34:15-C-1 et. seq.; and

**WHEREAS**, the Board of Chosen Freeholders of the County of Passaic is desirous of authorizing the appointment of Joseph S. Knight, Owner, Paterson IHOP, to the WDB for a three (3) year term, commencing March 10, 2020 and terminating March 9, 2023; and

**WHEREAS**, the Board of Chosen Freeholder of the County of Passaic is desirous of authorizing the re-appointments of Erica P. Dawson, David Gelman, Carolyn S. McCombs, Colcen P. Stevens Porcher and Yvonne Zuidema to the WDB for a three (3) years term commencing March 10, 2020 and terminating March 9, 2023; and

**WHEREAS**, this matter was discussed at the February 12, 2020 meeting of the Health and Human Services Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval;

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 34:15-C-1 et. seq., that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the appointment and re-appointments, to the Passaic County Workforce Development Board, as specified above.

JDP:jg

Dated: March 10 ,

2020





## RESOLUTION REQUEST FORM

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

**DESCRIPTION OF RESOLUTION:**

Authorization to appoint Joseph S. Knight, Owner, Paterson IHOP, to the Workforce Development Board for a three year term (2020-2023).

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*

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

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

4. **METHOD OF PROCUREMENT:**

RFP       RFQ       Bid

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

5. **COMMITTEE REVIEW:**

**DATE:**

Administration & Finance

\_\_\_\_\_

Budget

\_\_\_\_\_

Health

\_\_\_\_\_

Human Services

02/24/2020

Law & Public Safety

\_\_\_\_\_

Planning & Economic Development

\_\_\_\_\_

Public Works

\_\_\_\_\_

6. **DISTRIBUTION LIST:**

Administration       Finance       Counsel

Clerk to the Board       Procurement

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

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200240



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

Nominations to the Workforce Development Board of Passaic County

To: All Nominating Organizations

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

To: The Workforce Development Board of Passaic County

From: Joseph S. Knight proudly submit the name of Joseph S. Knight

to the Workforce Development Board of Passaic County for nomination as a member of the Workforce Development Board of Passaic County.

Signed:  Title: OWNER Date: 2/13/20



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

### WDB Member Application

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

Please complete the following information and submit it to:

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

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

**Date:** 02/12/20

<b>Name:</b>	Joseph S. Knight
<b>Home Address:</b>	370 East 26 <sup>th</sup> Street, Paterson, NJ 07514-1804
<b>Cell Phone:</b>	(201) 874-3434
<b>Fax:</b>	n/a
<b>Email:</b>	jknight@foyafoods.com
<b>Place of Employment:</b>	Foya Foods, LLC d/b/a Paterson IHOP
<b>Occupation/Position:</b>	Owner
<b>Work Address:</b>	301 Main Street, Paterson, NJ 07505
<b>Work Telephone:</b>	(973) 952-4700
<b>Work Fax:</b>	n/a
<b>Work Email:</b>	Same as above
<b>Prefer to be Contacted:</b>	Cell number or via email

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

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

Currently sit on the Gilmore Memorial Preschool Board of Directors and the Financial Empowerment Advisory Board for the City of Paterson. Served as a Speaker for the Seton Hall University Upward Bound Program and on Columbia University Business Panel for Students



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

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

I understand that in order for Passaic County to grow economically the talent pool of Passaic County needs to be reassessed. I believe that the Workforce Investment Board of Passaic County serves as a connection between employers, organizations, training providers and job seekers. Developing a high quality workforce will assist business owners within the county to succeed and stay within the County while enhancing the quality of life for all Passaic County Residents. I believe that the WIB serves as an overseer to ensure that these workforce initiatives are carried out successfully.

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

I am a business owner who has over 230 employees that span across various locations both inside and outside of Passaic County as well as the State of Pennsylvania. I have Leadership Development Skills, Real Estate expertise, Entrepreneurial insight, the ability to think critically.

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

At the age of 15 (subsequent years after that), I was employed with the Passaic County Workforce Development Center Youth Program. Being a part of this organization even though it was seasonal I learned to explore my career options and gain practical experience working with various staff members. Being hands on and asking numerous questions about processes and procedures showed me how important it was to keep up with the ever evolving demands of the workforce.

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

**Adenah Bayoh – Owner of ABKA Holdings, LLC.**  
1212 Springfield Avenue, Irvington, NJ 07111  
(973) 371-2222

**Christina Torres**  
1212 Springfield Avenue, Irvington, NJ 07111  
(862) 264-3972

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

A handwritten signature in black ink, appearing to read 'John Kopt', written over a horizontal line.



200 Memorial Drive, Paterson, NJ 07605  
PH 973-689-4020 – FAX 973-742-3030  
Bethany Marmolejos, Chair  
Duwan Bogert, Executive Director

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Joseph Knight joined Adenah Bayoh Enterprises in December 2013 as the Managing Director of Operations. He has over 15 years of experience in the restaurant arena with a strong focus on Hospitality and Management. Prior to joining Adenah Bayoh Enterprises, Joseph joined AKBA/Irvington IHOP in 1997 and spent five years as a Server then as Manager. During his tenure he rapidly moved up the ladder with various roles of responsibility which landed him a role in Operations. As a result through his tireless efforts, positive direction and personal involvement he is owner of Paterson IHOP and plays an instrumental role as Operations Manager for Cornbread another business venture of Adenah Bayoh Enterprises. Joseph is experienced in all levels of restaurant development including researching, negotiating, construction, strategic planning, implementing effective strategies for enhancing the customer experience, and reducing costs and improving productivity. Joseph is a graduate of Fairleigh Dickinson University with a BS in Finance. With his knowledge and experience, Joseph is focused on expanding and engaging in other initiatives in Real Estate and Property Management.



## RESOLUTION REQUEST FORM

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

**DESCRIPTION OF RESOLUTION:**

Authorization to reappoint Erica P. Dawson to the Workforce Development Board for another three year term (2020-2023).

2. CERTIFICATION INFORMATION:

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*

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

3. AMOUNT OF EXPENDITURE: \$ \_\_\_\_\_  
 REQUISITION # \_\_\_\_\_  
 ACCOUNT # \_\_\_\_\_

4. METHOD OF PROCUREMENT:

RFP       RFQ       Bid

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

5. COMMITTEE REVIEW:

DATE:

Administration & Finance

\_\_\_\_\_

Budget

\_\_\_\_\_

Health

\_\_\_\_\_

Human Services

02/21/2020

Law & Public Safety

\_\_\_\_\_

Planning & Economic Development

\_\_\_\_\_

Public Works

\_\_\_\_\_

6. DISTRIBUTION LIST:

Administration       Finance       Counsel

Clerk to the Board       Procurement

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

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200240

## Erica P. Dawson

(973) 563-5639

EricaPDawson@yahoo.com

**Personal Summary** Enthusiastic and committed educator and community advocate with natural ability to appreciate and inspire others. Documented success in providing activities and materials that engage and develop the students intellectually, socially, and emotionally. Thorough understanding of implementing the use of technology in curriculum preparation. Effective communicator and resourceful educator who maintains healthy relationships with all students, staff members, parents, community leaders, business owners, and residents.

**AREAS OF EXPERTISE:**

\*Lesson Planning

\*Curriculum Development

\*Curriculum Coordination

**CHARACTER TRAITS:**

\*Adaptable

\*Creative

\*Approachable

**EDUCATION:**

Concordia University Portland  
Master of Education  
Concentration: Educational Leadership

Portland, Oregon  
Graduation: Dec 2014

William Paterson University  
Bachelors of Arts, English  
Concentration: Literature

Wayne, New Jersey  
Graduation: May 2010

William Paterson University  
Secondary English **K-12 Subject Field Certification**

Wayne, New Jersey  
Graduation: May 2010

**CERTIFICATIONS:**

ServSafe Food Handler 2018

Mental Health First Aid 2017

CPR/First Aid/AED Red Cross Instructor 2015

Preparing Students for High School Equivalency (HSE) Using the CCSS 2013

Paterson, New Jersey  
Trenton, New Jersey  
Fairfield, New Jersey  
New York City, New York

**AWARDS:**

- Heart of Hannah Timeless Woman Award (2014)
- William Paterson University Outstanding Senior Runner- Up (2010)
- Educational Opportunity Fund Program Outstanding Leadership (2010)
- Full scholarship for the Paterson Teachers for Tomorrow Program (2004)
- National Association for the Advancement of Colored People (NAACP) outstanding participation award (2006)

**TEACHING EXPERIENCE:**

**New Jersey Youth Corps Transitional Coach**  
Paterson & Adult Continuing Education (P.A.C.E.)

Paterson, New Jersey  
September 2014- Present

- Assist with college referral services, job placement, personal portfolio development, follow-up, and transitioning to further training or service programs.
- Supervise Pregnancy Prevention/Self Care programs
- Recruit and schedule guest educational and motivational speakers
- Responsible for Employability Skills curriculum development, implementation, assessment, and evaluation

Introduced on March 10, 2020

Adopted Develop with Resolution R20200240

Official Resolution: R20200240

Develop with Resolution R20200240  
businesses and organizations;

- Provide information and/or direction to students; and promoting programs with staff and parents.
- Cars for Corps (coordinating driving lessons for students with permits)
- Responsible for creating, maintaining, and reporting state agency records

**Night Time Paterson Adult High School Teacher**

English Teacher

Paterson, New Jersey  
September 2012- Present

- Responsible for instructing others about the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.
- Assign books, essays and short stories for students to identify themes, points of view, and other characteristics.

**New Jersey Youth Corps Language Arts Instructor & General Educational Development (GED) Instructor**

Paterson &amp; Adult Continuing Education P.A.C.E.

Paterson, New Jersey  
October 2011- 2014

- Created & Implemented Common Core Aligned lesson plans
- Established positive rapport
- Graded tests, essays and reports, and other writing assignments
- Met with colleagues to coordinate lesson plans and work with specific subjects of expertise
- Held one-on-one conferences with students to keep them on track as necessary
- Taught basic skills to students with varying academic levels
- Integrated social justice and community issues, and culture along with cross curriculum lessons
- Model critical thinking and problem- solving for Reading, Writing, Math, Science and Social Studies

**English Tutor**

Seasonal Math &amp; English Tutor

2000-Present  
November 2011- March 2012

- Provide reinforcement and constructive feedback
- Maintain a professional relationship with the student
- Show genuine interest in and respect for students
- Customize tutoring session to accommodate the needs of each student

**First Year Seminar Co instructor & Office Assistant**

William Paterson University

Wayne, NJ  
September 2009-2010

Duties Included:

- Co taught lessons with William Paterson Instructors
- Prepared interactive activities for other Peer Leaders

**PROFESSIONAL DEVELOPMENT:**

- Paterson Public School Harassment Intimidate & Bullies 16 series training 2011-Present
- Standard Solutions 2015, PD360 2014
- Literacy Assistance Center Academy(LAC) 2013
- William Paterson University Education Technology 2012
- William Paterson University Diversity Workshop 2011,2010
- Presenter for Research on Women and Education 36<sup>th</sup> Annual Fall Conference 2010

**MEMBERSHIP:**

- Executive Board Member of Center of Hope Learning Institute 2015-Present
- I Am Initiative (Faith Based Group for Paterson Public Schools) 2015- Present
- Concordia University Portland Global Ambassador 2014- Present
- National Council of Teachers of English (NCTE) - Present
- New Jersey Education Association (NJEA)-Present
- Workforce Development Board Passaic County 2015-Present
- William Paterson Alumni Member 2010-Present

**Volunteer:**

- Feed less fortunate: Seasonal 2000- Present
- Introduced on: March 10, 2020  
Adopted by: City Green committee  
Official Resolution#: R20200240





**RESOLUTION REQUEST FORM**

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

**DESCRIPTION OF RESOLUTION:**

Authorization to reappoint David Gelman to the Workforce Development Board for another three year term (2020-2023).

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*

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

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

4. **METHOD OF PROCUREMENT:**

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

5. **COMMITTEE REVIEW:**

**DATE:**

Administration & Finance \_\_\_\_\_  
 Budget \_\_\_\_\_  
 Health \_\_\_\_\_  
 Human Services 02/21/2020  
 Law & Public Safety \_\_\_\_\_  
 Planning & Economic Development \_\_\_\_\_  
 Public Works \_\_\_\_\_

6. **DISTRIBUTION LIST:**

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

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200240

**DAVID GELMAN**  
 445 Oak Ridge Road, Clark, NJ 07066  
 908-247-8189 | davidpgelman@gmail.com

## EXPERIENCE

### **NEW JERSEY COMMUNITY DEVELOPMENT CORPORATION**

*Interim Chief Program Officer*

*Deputy Chief Program Officer*

Paterson, NJ  
 December 2019 - Present  
 May 2018 – December 2019

- Supervise and implement organization's strategic plan, providing cradle to college/career enrichment and educational programming at 19 sites throughout Passaic County.
- Responsible for hiring, training, supervising and evaluating the performance of Program Directors and Program Managers for 15 year-round educational programs and 4 seasonal programs.
- Act as a liaison with public agencies and other funding sources to achieve desired outcomes, ensure compliance, and advocate for the development of new programs and the expansion of existing programs.

### *Program Director- Paterson University Corps*

July 2015 – May 2018

- Designed and implemented the Paterson University Corps program- an initiative to connect local university resources, including students and faculty, to 15 different programs within a progressive social service agency.
- Recruited and managed volunteers (50 per semester) and interns (30 per semester) to work in and support 15 NJCDC programs, then monitored the supervision and evaluation of these volunteers and interns.
- Developed and maintained relationships with key personnel at 12 local college campuses to support NJCDC high school programming through college readiness workshops and activities.

### **JUNIOR ACHIEVEMENT OF GREATER NEW ORLEANS**

*Director of Education*

*In-Class Program Manager*

New Orleans, LA  
 April 2014 – June 2015  
 July 2011 – April 2014

- Supervised the implementation and expansion of all Junior Achievement financial literacy programming that reached nearly 30,000 students annually in Southeastern Louisiana.
- Managed an Education department of nine staff members and coordinated the direction of all volunteer/teacher recruiting, training, program management and implementation.
- Monitored all programs for adherence to models and quality maintenance, supervised the marketing to all education customers, served as the co-chair for Junior Achievement's Board of Governors Programs and Volunteers Committee.
- Managed materials and curriculum inventory for over \$150,000 worth of program resources.
- Named as one of New Orleans City Business's "Ones to Watch in Education," which recognizes up and coming local professionals in their respective fields (September 2014).

## EDUCATION

### **TULANE UNIVERSITY**

*Certification in Management, School of Continuing Studies, December 2014*

New Orleans, LA

- Dean's List: Fall 2014

### **FAIRLEIGH DICKINSON UNIVERSITY**

*Bachelor of Arts, Communication Studies, May 2006*

Madison, NJ

- Graduated with Academic Honors



**RESOLUTION REQUEST FORM**

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

**DESCRIPTION OF RESOLUTION:**

Authorization to reappoint Carolyn S. McCombs to the Workforce Development Board for another three year term (2020-2023).

2. CERTIFICATION INFORMATION:

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*

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

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

4. METHOD OF PROCUREMENT:

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

5. COMMITTEE REVIEW:

DATE:

Administration & Finance \_\_\_\_\_  
 Budget \_\_\_\_\_  
 Health \_\_\_\_\_  
 Human Services 02/21/2020  
 Law & Public Safety \_\_\_\_\_  
 Planning & Economic Development \_\_\_\_\_  
 Public Works \_\_\_\_\_

6. DISTRIBUTION LIST:

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

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200240

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**CAROLYN S. McCOMBS**


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**NON-PROFIT/FAITH-BASED EXECUTIVE**

Innovative, bi-lingual, Non-Profit professional with proven track record in fundraising development, program design, implementation and initiating community-based partnership strategies. Responsible for securing over \$3,000,000 in government and private foundation grants for Paterson based community services. Skilled in leading project teams, and linking goals and initiatives between faith-based and government-based organizations. Six Sigma practitioner, trained in implementing quality improvement programs yielding measurable results.

**PROFESSIONAL EXPERIENCE**

**NEW DESTINY FAMILY SUCCESS CENTER, Paterson, NJ** **2006 to Present**  
**Executive Director**

Partner with community based leaders to pioneer start-up of a grassroots agency dedicated to strengthening families and building networks of community support and a centralized referral hub.

- Spearhead establishment of the New Destiny FSC as an independent 501(c)3 organization in February 2010.
- Design and implement outreach strategies engaging over 2,000 local families annually utilizing a neighborhood based referral hub and family support strategy based in nine locations citywide including The Senator Frank Lautenberg School (formerly Paterson Public School #6).
- Maintain a funding base in excess of \$600,000 annually.

**NEW DESTINY COMMUNITY CORPORATION, Paterson, NJ** **2004 to Present**  
**President**

Initiated partnership strategies to develop community based service programs designed to positively impact the lives and outcomes of youth and families residing in the Housing Authority and the city of Paterson.

- Partnered with local Workforce Investment Board to win a 21<sup>st</sup> Century Community Learning Center Grant through a competitive process yielding a \$2,500,000 over a five year period 2007-2012.
- Collaborated with Paterson Housing Authority to design a Social Services Implementation strategy for Special Needs Housing residents of a newly constructed HOPE VI development.

**ST. PAUL'S COMMUNITY DEVELOPMENT CORPORATION, Paterson, NJ** **2002 to 2004**  
**Director Of Development**

Secured private, corporate and foundation funding for non-profit agency with a budget in excess of \$2 million.

- Led strategic planning process to assist Program Directors in identifying goals and measurable outcomes
- Secured annual funding in excess of \$500,000 from non-governmental sources.

**SONY ELECTRONICS CORPORATION, Park Ridge, NJ** **2000 - 2001**  
**Senior Marketing Manager, Sony Electronics Corporation, Consumer Division**

Pioneered development of Co-marketing and Retail Merchandising strategies for the Consumer Electronics Division impacting five distinct business units.

- Identified strategies to position Sony products with consumers in partnership with dealers such as Sears, Best Buy, Circuit City and a host of regional partners utilizing e-commerce, direct mail,

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**CAROLYN S. McCOMBS**


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**AT&T, Basking Ridge, NJ****1990 – 2000****District Manager, Commercial Sales Division**

Directed marketing strategies, sales implementation and sales support activities for a division generating \$1 billion in long distance revenues annually.

- Cultivated and maintained affinity, co-marketing, and partner relationships with 25 of the largest hotel chains in the United States. Managed a \$23 million co-marketing budget with 16 hotel partners.
- Streamlined budget for customer servicing team resulting in a 20 percent reduction in expenses.

**RUTGERS UNIVERSITY GRADUATE SCHOOL OF BUSINESS, Newark, NJ****1988-1990****Director, Rutgers University Technical Assistance Program**

- Consulted with small high technology start-up firms, provided business plan preparation services resulting in opportunities for more than 24 entrepreneurs to present their business cases to venture capital firms.

**SKILLS**

Bi-lingual (Read and Speak Spanish)

Advanced user in Microsoft Word, PowerPoint, Publisher, Excel

Experienced Direct Mail/Brochure Copy and Artwork Design

**EDUCATION**

M.B.A., Marketing/Finance, Rutgers University Graduate School of Management, Newark, NJ

B.A. Spanish/Communications, Douglass College, Rutgers University, New Brunswick, NJ

Junior Semester Abroad (Bi-lingual Spanish), University of Valencia, Valencia, Spain

AT&amp;T Executive Education Program, Emory University, Atlanta, GA

**PROFESSIONAL TRAINING****Leadership Development Program Graduate**

Executive Education, AT&amp;T School of Business.

**AirForce Academy Associates, Six Sigma Green Belt Training**

Quality Improvement Process focused on a data driven methodical approach for solving problems and sustaining continuous improvements.

**Foundation Center of New York**

Fundraising on the Web, Securing Your Organization's Financial Future, Writing Effective Grants

**VOLUNTEER ACTIVITIES**

**Board Chair, Board of Directors, Paterson Alliance**, Serve on Board of Directors for Paterson Alliance, a non-profit organization which networks 80 non-profit leaders in the City of Paterson.

**Board Chair, Faith-based Committee, Workforce Development Board of Passaic County**, Serve as committee Chair for network of 60 non-profit leaders dedicated to capacity building and mutual support.

**Board Member, Elevate New Jersey**, Charter Board Member in establishing an evidenced based teen

mentoring program in the City of Paterson.

Adopted on: March 10, 2020

Official Resolution#: R20200240



### RESOLUTION REQUEST FORM

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

**DESCRIPTION OF RESOLUTION:**

Authorization to reappoint Coleen P. Stevens Porcher to the Workforce Development Board for another three year term (2020-2023).

2. CERTIFICATION INFORMATION:

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*

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

3. AMOUNT OF EXPENDITURE: \$ \_\_\_\_\_  
 REQUISITION # \_\_\_\_\_  
 ACCOUNT # \_\_\_\_\_

4. METHOD OF PROCUREMENT:

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

5. COMMITTEE REVIEW:

DATE:

Administration & Finance \_\_\_\_\_  
 Budget \_\_\_\_\_  
 Health \_\_\_\_\_  
 Human Services 02/21/2020  
 Law & Public Safety \_\_\_\_\_  
 Planning & Economic Development \_\_\_\_\_  
 Public Works \_\_\_\_\_

6. DISTRIBUTION LIST:

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

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200240

**COLEEN P. STEVENS PORCHER**

122 Wildwood Avenue  
Montclair, NJ 07043

Work: 973-684-1904 X238  
Email: cporcher@4cspassaic.net

**PROFILE**

Highly skilled, accomplished C-level executive and thought leader with experience in nonprofits, public foundations, government, and philanthropy. Proven track record of revenue growth, organizational expansion, cost efficiencies, infrastructure setup, company right-sizing, and securing grants as high as \$4 million. As trustee and staff, conduct proposal reviews and fund allocation for life and community enrichment.

**COMPETENCIES**

*Strategic Planning*  
*Grantmaking and Grantwriting*  
*Nonprofit Marketing*  
*Program Development*  
*Donor Relations and Partnerships*  
*Goal Setting and Performance Metrics*

*Public Foundation Administration*  
*Board Service and Board Relations*  
*Cross-Functional Communication*  
*Government and Community Relations*  
*Institutional Advancement*  
*Education and Human Service*

**WORK EXPERIENCE**

**4Cs OF PASSAIC COUNTY, Paterson, NJ**

**2015 – Present**

**CHIEF EXECUTIVE OFFICER**

- Direct an organization that provides early childhood education, child advocacy, referrals, high-quality care for low- and moderate-income families, and bilingual education in child development, child abuse, health and safety practices, CPR, and first aid for center-based and home-based child care providers
- Oversee key functions including human resources, management of a \$4.5 million budget, program development, community education, communications, fundraising, grant proposals, and policies/procedures
- Manage staff of 60 employees and expanded programs to maximize positive outcomes
- Focus on strengthening families, teaching entrepreneurship, and helping parents make informed decisions
- Completed five-year strategic plan in four years, increasing program participants and enhancing quality
- Solidify the agency's reputation among stakeholders and the general public
- Establish and communicate goals and performance standards/metrics, followed by real-time data collection and analysis to determine and act upon trends
- Use analytics to take a proactive versus reactive response to risks and opportunities, and to have as a baseline for continuous quality improvement
- Design an operational infrastructure with the talent and resources needed to deliver on commitments

**ESSEX COUNTY COLLEGE, Newark, NJ**

**2012 – 2015**

**EXECUTIVE DIRECTOR of the Foundation/CHIEF DEVELOPMENT OFFICER**

- Strengthened and developed the Essex County College Foundation Board by creating stronger governance and ensuring clear roles and responsibilities of the board
- Prepared philanthropic policies and procedures based upon industry best practices and standards, securing ratification of the board (give-get, gift acceptance, privacy, forms of contribution policies, etc.), and established a baseline of funding across the three product areas of private philanthropy
- Collaborated with government grants unit to secure \$23 million in federal and state grants
- Increased private giving by 150% over two years, including increasing event participation and gifts by 30%, and increased individual giving by 40%
- Allocated grant dollars to maximize impact on local communities
- Built collaborative relationships with donor sources by selling the mission; established and communicated a strategic vision that encouraged new investment

Introduced on: March 2020  
Adopted on: March 2020  
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**COLEEN P. STEVENS PORCHER**

Page 2

**PORCHER, INC., *Nonprofit Consulting*, Montclair, NJ**

2006 – 2012

**CONSULTANT**

- Established donor and strategic partner relationships for major clients including the Auburn Theological Seminary, Beyond the Bricks Project of New York, Episcopal Church Foundation, the Twenty-First Century Foundation, United Way of Greater Union County, and the Reverend Dr. James A. Forbes, Jr.
- Conducted organizational and philanthropic diagnoses and used those analyses to recommend changes including in development, marketing communications, branding, and outreach. Served as an interim development leader in several settings and established policies and procedures to raise resources
- Raised \$1.6 million in unrestricted gifts and grants (\$900K for special events, \$700K in gifts and pledges) and \$3.2 million in restricted gifts for Auburn Seminary, representing growth of 57% over prior year
- Brought in 1,671 new donors for a total of \$580K in income, tripling the donor base during a major recession, and recovered 17 lapsed donors for a total of \$303K in income for the Twenty-First Century Foundation; secured \$7 million in donations in 2008 and converted 45 donors, or 2% of donor base, from program to general operating support
- Set up critical information-management infrastructure by consolidating nine databases into one and improving donor and client communications, thereby realizing efficiencies, breaking down silos, and integrating the entire organization; served on grants committee and reviewed and preliminarily approved grants for final approval by the full board at the Episcopal Church Foundation
- Managed in-house philanthropy team and outside consultants to execute successful major donor program and events at several nonprofits

**ST. LUKE'S SCHOOL, New Canaan, CT**

2003 – 2006

**DIRECTOR OF COMMUNICATIONS**

- Developed and implemented a five-year comprehensive marketing plan
- Collaborated with development, executive, and finance committees of the board of directors in rolling out communication plan to set the stage for launch of multiyear/multimillion-dollar capital campaign
- Directed website administration, as well as publication development and production efforts
- Directed a marketing communication strategy to effectively brand the institution
- Earned a Bronze Medal for redesign and content development of school's website from Council for the Advancement and Support of Education (CASE District I), a professional advancement association

**ACADEMY OF OUR LADY OF MERCY, *Lauralton Hall*, Milford, CT**

2002 – 2003

**DIRECTOR OF DEVELOPMENT**

- Formulated and implemented comprehensive advancement strategy
- Designed three-year development plan to guide fundraising efforts, which raised \$500K annually, for an independent school; conducted solicitation training of alumnae, trustees, and other volunteers
- Developed new programs to engage alumnae, including the creation of special target groups
- Managed \$100K annual development budget for \$4 million operation

**EPISCOPAL RELIEF & DEVELOPMENT, New York, NY**

1999 – 2002

**DIRECTOR OF DEVELOPMENT & PUBLIC RELATIONS**

- Directed, managed, and evaluated fundraising and public relations programs, raising more than \$10 million annually by increasing number of donors, retaining current donors, and maximizing giving levels
- Developed fundraising and public relations plans, including supervising a staff of 12 and consultants
- Planned and coordinated new fundraising programs, such as online giving and payroll deduction; oversaw new opportunities for promotion, including websites, video, and other multimedia projects
- Managed grants and fund allocation to maximize impact; managed \$350K development and PR budget
- Campaigned for name change with the executive director and stewarded the name-change process
- Staffed development and public relations subcommittees and served on the board's grants subcommittee

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200240



**COLEEN P. STEVENS PORCHER**

Page 3

COLUMBIA UNIVERSITY, New York, NY

1998

**CHIEF OF STAFF/PROGRAM COORDINATOR FOR FORMER MAYOR DAVID N. DINKINS,  
PROFESSOR OF PUBLIC POLICY AT THE SCHOOL OF INTERNATIONAL & PUBLIC AFFAIRS**

- Wrote speeches, press releases, statements, and letters for former mayor of New York City
- Served as liaison to the press as well as various governmental and non-governmental organizations. Conducted policy analysis as necessary, and assisted with lower and mid-level graduate course taught by mayor
- Worked as assistant producer for weekly radio show and handled logistics for routine and special events by coordinating with university and external offices to ensure that mayor was prepared
- Served as chief of staff for two-site office by dealing with matters related to staffing and managing office budgets

**EDUCATION****NEW YORK UNIVERSITY***Master of Arts in PUBLIC ADMINISTRATION***VASSAR COLLEGE***Bachelor of Arts in HISTORY (minor in Spanish)***BOARD/VOLUNTEER EXPERIENCE**

*Vassar College—Reunion Chair (2000), Fundraising, Admissions, and Reunion Volunteer, 1991–Present*  
*St. John's Episcopal Church—Vestry Member, 2013–2016, Rector Search Committee Member, 2008–2009*  
*St. Paul's Episcopal Church—Vestry Member and Stewardship Committee Liaison, 2002–2005*  
*Association of Fundraising Professionals—Fairfield County (CT) Chapter, Board Member, 2003–2006*

**LANGUAGE SKILLS**

Fluent English; Fluent English Creole; Fluent Spanish; Basic French; Basic Swahili



**RESOLUTION REQUEST FORM**

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

**DESCRIPTION OF RESOLUTION:**

Authorization to reappoint Yvonne Zuidema to the Workforce Development Board for another three year term (2020-2023).

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*

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

3. **AMOUNT OF EXPENDITURE:** \$ \_\_\_\_\_

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

**ACCOUNT #** \_\_\_\_\_

4. **METHOD OF PROCUREMENT:**

RFP       RFQ       Bid

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

5. **COMMITTEE REVIEW:**

**DATE:**

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

Budget \_\_\_\_\_

Health \_\_\_\_\_

Human Services 02/21/2020

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

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

Public Works \_\_\_\_\_

6. **DISTRIBUTION LIST:**

Administration       Finance       Counsel

Clerk to the Board       Procurement

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

ZUIDEMA, 2

**EDUCATION**

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**Rutgers University, New Brunswick NJ**  
Master of Social Work -- Administration, Policy & Planning

**Calvin College, Grand Rapids MI**  
Bachelor of Social Work

**CONTACT**

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973-632-9557  
zuidemay@gmail.com

Linked In: [www.linkedin.com/in/yzuidema/](http://www.linkedin.com/in/yzuidema/)

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200240

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

401 Grand Street  
Paterson, New Jersey 07505

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

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING CONTRACT MODIFICATION FOR SABIR RICHARDSON AND WEISBERG ENGINEERING AND ARCHITECTURE (SRW) FOR THE ELEVATOR MODERNIZATION AND REFURBISHMENT PROJECT PURSUANT TO N.J.S.A 40A: 11-5 ET SEQ., ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

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REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Public Works

COMMITTEE NAME

Official Resolution#	R20200241							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-29							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING CONTRACT MODIFICATION FOR SABIR RICHARDSON AND WEISBERG ENGINEERING AND ARCHITECTURE (SRW) FOR THE ELEVATOR MODERNIZATION AND REFURBISHMENT PROJECT PURSUANT TO N.J.S.A. 40A: 11-5 ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) undertook a project to modernize and refurbish the County elevators at seven County buildings over a five year period; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5, et seq. the County issued RFQ-18-038, seeking qualifications for a pool of engineers, architects, land surveyors, planners, landscape architects, and environment health and safety engineers for calendar year 2018, to be hired on an as-needed basis, to provide professional services to the County; and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, the County’s request for qualifications is a fair and open process, specifically, the qualification for the pool of engineers, architects, land surveyors, planners, landscape architects, and environment health and safety engineers for calendar year 2018 was publicly advertised, awarded under a process that provides for public solicitation of qualifications, established the basis of an award and disclosure process documented in writing prior to any solicitation, and is publicly opened and announced when awarded; and

**WHEREAS**, on January 23, 2018 the Passaic County Board of Chosen Freeholders (hereafter “Board”) passed Resolution No. R20180022 qualifying a pool of engineers, architects, land surveyors, planners, landscape architects, and environment health and safety engineers for calendar year 2018, as recommended by the Passaic County Engineer, to be hired on an as-needed basis, which included SRW; and

**WHEREAS**, on October 23, 2018, the Board passed Resolution No. R-2018-0847 awarding a design engineering services contract to Sabir Richardson and Weisberg Engineering and Architecture (SRW) in the amount of three hundred eighty three seven hundred fifty-four (\$383,754.00) dollars; and

**WHEREAS**, the Passaic County Engineer is requesting a contract modification for additional design engineering services in the amount of forty thousand dollars (\$40,000.00) necessary for completion of the Project; and

**WHEREAS**, a certification of funds executed by the County’s Chief Financial Officer is attached to this resolution, attesting to the availability of funds to award the contract modification described herein; and

**WHEREAS**, this matter was discussed via email at the February 26, 2020 by the Public Works Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), that the contract awarded to Sabir Richardson and Weisberg Engineering and Architecture (SRW) for design engineering services for modernization and refurbishment of the elevators project is modified to include an additional forty thousand dollars (\$40,000.00), as recommend by the Passaic County Engineer.

**LET IT BE FURTHER RESOLVED**, the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract modification to Sabir Richardson and Weisberg Engineering and Architecture (SRW), and maintain a copy of the resolution on file and available for public inspection in the Office of the Clerk to the Board; and

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, and Director of the Passaic County Board of Chosen Freeholders are authorized to execute the

contract modification, and take any other steps necessary to carry out the purpose of this resolution.

NDA:dmp

March 10, 2020

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$40,000.00

APPROPRIATION: C-04-55-157-009-902

PURPOSE: Resolution authorizing contract modification for Sabir Richardson and Weisberg engineering and architecture services.



Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr



# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Jonathan C. Pera, P.E.  
County Engineer

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

February 27, 2020

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

PROJECT: Architectural/Engineering Professional Services  
For Elevators Modernization and Refurbishment  
80 Hamilton Street and 384 Grand Street- Paterson NJ  
**CONTRACT MODIFICATION #1**

Dear Members of the Board:

On October 23, 2018 (Resolution No. R20180847), the County awarded to Sabir Richardson and Weisberg Engineering and Architecture (SRW) the consultant design contract to perform the bidding and construction documents for the modernization and refurbishment of elevators at seven County buildings. The construction support services were excluded from the original award of contract.

The County anticipates modernizing and refurbishing the elevators at the seven County buildings over a five year time period. The County recently awarded the Year 1 construction project for the County Employee Parking Garage (384 Grand Street – Paterson), and the 80 Hamilton Street, Paterson buildings. The County requested a proposal from SRW to perform the Construction Support Services for the Year 1 buildings elevators modernization and refurbishment.

This Office is in receipt of a proposal, dated February 25, 2020 from SRW in the amount of \$40,000.00 for Construction Support Services for the above referenced project. This proposal was reviewed and discussed at the Public Works Committee meeting of February 26, 2020 and recommended for approval to the full Board.

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution for an additional \$40,000.00 for additional construction support services needed for the elevator modernization and refurbishment at 80 Hamilton Street and 384 Grand Street in Paterson NJ.

Very truly yours,

Jonathan C. Pera, P.E.  
County Engineer

/AET

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

Introduced on: March 10, 2020  
Director of Finance

Adopted on: March 10, 2020

Official Resolution: R20200241  
Passaic Local Departments Engineering\Users\andrew\_A\My Documents\PC Architect\Elevator RFP\SRW\BCF-SRW Contract Mod #1  
2020\_02\_23.docx



Passaic County Elevator Modernization  
80 Hamilton & Parking Garage CA  
SRW# 2018-204b

**Response to the Request for Proposals for the  
County Facilities Elevator Modernization and Rehabilitation Project  
Construction Administration Phase in the County of Passaic**



Prepared for:  
Attn: Mr. Andrew Thompson AIA  
Passaic County Architect  
Passaic County Department of Engineering  
401 Grand Street, Room 524  
Paterson, NJ 07505

January 27, 2020  
Revised: February 25, 2020  
SRW Project # 2018-204b

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200241

WWW.SRW-ENG.COM | 37 WEST 39<sup>TH</sup> ST, SUITE 1005, NEW YORK NY 10018 | 646.863.6160  
INFO@SRW-ENG.COM | 531 WILLIAMSTOWN ROAD, SICKLERVILLE NJ 08081 | 856.310.5500



Passaic County Elevator Modernization  
80 Hamilton & Parking Garage CA  
SRW# 2018-204b

February 25, 2020

Mr. Andrew Thompson AIA  
Passaic County Architect  
Passaic County Department of Engineering  
401 Grand Street, Room 524  
Paterson, NJ 07505

RE: Response to the Request for Construction Administration Services for The Employee Garage and 80 Hamilton Social Service Building

Dear Mr. Thompson:

SRW recently completed construction documents for the County of Passaic on the Elevator Replacement of the Employee Garage and 80 Hamilton projects. This proposal is for construction administration services during the construction of the above Building Elevator Systems Awarded Contract.

I. PROJECT DESCRIPTION

- A. This project involves the construction administration, engineering and architecture services for and related to the vertical transportation systems (Consisting of five (5) hydraulic elevators) of the Elevator Modernization and Rehabilitation Project in the County of Passaic for the 80 Hamilton Street - Board of Social Services and the 384 Grand Street Employee Parking Garage known by Project Number C-19-020

II. REQUISITE DOCUMENTS

- A. SRW prepared Contract Documents and Passaic County has accepted and received bids and approved the contractor to execute the construction of the project. The Contract documents together with submissions from the contractor for the required work will constitute the Requisite Documents.

III. SCOPE OF BASIC SERVICES

- A. SRW's work will consist of the professional services itemized below:
  - 1. SHOP DRAWING & SUBMISSION DRAWING REVIEW and RFIs
    - a. Review elevator, elevator cab and related construction elevator submissions including elevator permit documents developed by the Contractor and material submittals and shop drawings for compliance with the project documents and all applicable codes. The requirements for expediting these submissions are to be based upon those established in the contract documents and as modified based upon the Contractor's Owner and Architect approved submittal schedule.
    - b. Review and approval or disapproval of all substitutions "or Equal", products, equipment and material submitted by the Contractor.

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
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INFO@SRW-ENG.COM | 531 WILLIAMSTOWN ROAD, SICKLERVILLE NJ 08081 | 856.310.5500



Passaic County Elevator Modernization  
80 Hamilton & Parking Garage CA  
SRW# 2018-204b

- c. Response to Request for Information generated by the Contractor related to interpretation of design intent of the contract documents.

2. CONSTRUCTION SERVICES (ON-SITE REVIEW AND MEETINGS)

- a. Based upon the contracted construction schedule of 365 days the following on site visits are projected:
- 1) Once per month site visit for review of the Contractors progress to determine and approve the monthly request for payment. (an estimated 12 site visits) These reviews will be followed with a written report on the findings and notes of the progress meeting at the site.
  - 2) Upon determination of substantial completion of the project there will be one site visit to confirm a verification of completion of any and all final punch lists and writing of final acceptance and/or recommendations for the completion of the work and/or final payment.
  - 3) Final follow up site visit per elevator to verify all completion of all punch lists and approval for final payment.
  - 4) The elevator subconsultant, CBA Consultants, will perform three (3) site visits per elevator during the construction phase to evaluate work in progress by the contractor.

B. Work Not Included

1. Additional architectural and engineering plans, details and specifications for work not included contract documents.
2. Meetings and presentations to the any other agency outside of the County of Passaic once construction permit approvals have been obtained.
3. Preparation of drawings to reflect changes made during construction unless the drawing change is a direct result of a comment or objection from a Building Department, County or NJ State official.
4. As-built drawings
5. Asbestos or other hazardous material investigation or testing
6. Estimates of construction costs.
7. Special and energy progress inspections
8. Fees related to expediting the project for building permit

IV. PROFESSIONAL FEE - BASIC SERVICES

- A. Our total fee for all Architecture and Engineering services during construction will be the stipulated sum of \$40,000 (Forty Thousand No Hundred Dollars).

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200241

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INFO@SRW-ENG.COM | 531 WILLIAMSTOWN ROAD, SICKLERVILLE NJ 08081 | 856.310.5500



Passaic County Elevator Modernization  
 80 Hamilton & Parking Garage CA  
 SRW# 2018-204b

V. PAYMENT OF PROFESSIONAL FEE - BASIC SERVICES

A. The construction administration fees will be billed monthly based upon monthly progress.

VI. ADDITIONAL SERVICES

A. If any of the following Additional Services are required, they shall be paid for as provided in article "PROFESSIONAL FEE - ADDITIONAL SERVICES" or as stated below.

1. Additional site visits for SRW shall be \$950/ per site visit plus \$950/Site visit for each subconsultant required for additional site visits.
2. Providing design services relative to future facilities, systems and equipment.
3. Providing professional services made necessary by the default or by deficiencies of others.
4. Special and Energy Progress inspections
5. Preparation of as-built drawings.
6. Providing services after issuance of the final invoice to the Owner.
7. Preparing to serve or serving as an expert witness in connection with any public hearing, arbitration proceeding or legal proceeding.
8. Providing services of professional consultants for services other than those specifically stated in this proposal for the subject property as described herein.
9. Providing any other services not otherwise included in this Agreement or not customarily furnished in accordance with generally accepted design practice.

VIII. PROFESSIONAL FEE - ADDITIONAL SERVICES

B. Our fee for additional services and for attendance at meetings in addition to those listed under basic services, when authorized in writing, will be computed on an hourly basis in accordance with the rate schedule listed below unless otherwise noted above.

<u>Position</u>	<u>Hourly Rate</u>
Principal/Partner & Associate Partner	\$ 250.00
Project Manager	\$ 225.00
Engineer/Architect	195.00
Draftsperson	75.00

C. These rates are valid for contracts signed before June 31, 2020.

D. Accurate records will be kept of hours expended and upon request will be available for review.

IX. PAYMENT OF PROFESSIONAL FEE - ADDITIONAL SERVICES  
 Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200241



Passaic County Elevator Modernization  
80 Hamilton & Parking Garage CA  
SRW# 2018-204b

- A. Payment will be due monthly for hours expended at the stated rates and for any reimbursable expenses incurred. Receipts will be provided with invoices as back-up for reimbursable expenses.

X. DEDUCTIONS TO PAYMENT

- A. No deductions shall be made from SRW's compensation on the account of penalty, liquidation damages or sums withheld from payments to contractors on account of cost of changes to the work.
- B. It is expressly understood that payment of fees to an outside consultant or contractor by the owner shall not be a conditioning precedent to the payment of fees to SRW. All fees due to SRW hereunder shall be due and owing irrespective of whether the consultant or contractor has received his payment from the Owner.

XI. ASBESTOS AND ASBESTOS PRODUCTS

- C. It is understood that if asbestos or asbestos products are encountered or suspected on the project, the owner will retain a specialist in this area. Nothing in this Agreement shall impose liability on SRW for claims, lawsuits, expenses or damages arising from, or in any manner related to the exposure to, or the handling, manufacture or disposal of asbestos, asbestos products, or hazardous wastes in any of its various forms, as defined by the Environmental Protection Agency.

XII. INDOOR AIR POLLUTION/QUALITY

- A. SRW will not be liable for claims and damages arising from the exposure of hazardous wastes or the discharge or release of contaminants or other pollutants. This paragraph includes but is not limited to any claim or damage related in any way to the presence of mold in any form.
- B. SRW is expressly not responsible for the design of indoor air quality systems for use during construction.

XIV. CLAIMS EXPENSE

- C. In the event legal action is brought by either party against the other, the prevailing party shall be reimbursed by the other for the prevailing party's legal expenses, in addition to any sum due pursuant to a judgment or settlement. Such legal expense shall include reasonable attorneys' fees, court costs and expert witness fees.
- D. The owner and SRW have discussed the risk and rewards of the project in relation to the SRW's total fee for services. The owner and SRW have agreed that such risk and rewards have been allocated such that to the fullest extent permitted by law, the SRW's total potential liability to the owner for any and all injuries, claims, losses, damages or claim expenses arising out of the SRW's services in connection with said project, that are not covered by insurance, shall not exceed the professional fee for the project. In addition, the owner and SRW agree that the SRW's liability shall be limited so as not to include any liability for consequential damages to the owner.

XV. STATUTE OF LIMITATIONS

- A. Any action brought by either party against the other for breach of this Agreement or for malpractice or negligence in the performance of design services, shall be barred after one year has passed for the time the

Introduced on: ~~March 10, 2020~~  
Adopted on: ~~March 10, 2020~~  
Official Resolution#: R20200241

WWW.SRW-ENG.COM | 37 WEST 39<sup>TH</sup> ST, SUITE 1005, NEW YORK NY 10018 | 646.863.6160  
INFO@SRW-ENG.COM | 531 WILLIAMSTOWN ROAD, SICKLERVILLE NJ 08081 | 856.310.5500





# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Jonathan C. Pera, P.E.  
County Engineer

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

February 27, 2020

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

**PROJECT:** Architectural/Engineering Professional Services  
For Elevators Modernization and Refurbishment  
80 Hamilton Street and 384 Grand Street- Paterson NJ  
**CONTRACT MODIFICATION #1**

Dear Members of the Board:

On October 23, 2018 (Resolution No. R20180847), the County awarded to Sabir Richardson and Weisberg Engineering and Architecture (SRW) the consultant design contract to perform the bidding and construction documents for the modernization and refurbishment of elevators at seven County buildings. The construction support services were excluded from the original award of contract.

The County anticipates modernizing and refurbishing the elevators at the seven County buildings over a five year time period. The County recently awarded the Year 1 construction project for the County Employee Parking Garage (384 Grand Street – Paterson), and the 80 Hamilton Street, Paterson buildings. The County requested a proposal from SRW to perform the Construction Support Services for the Year 1 buildings elevators modernization and refurbishment.

This Office is in receipt of a proposal, dated February 25, 2020 from SRW in the amount of \$40,000.00 for Construction Support Services for the above referenced project. This proposal was reviewed and discussed at the Public Works Committee meeting of February 26, 2020 and recommended for approval to the full Board.

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution for an additional \$40,000.00 for additional construction support services needed for the elevator modernization and refurbishment at 80 Hamilton Street and 384 Grand Street in Paterson NJ.

Very truly yours,

Jonathan C. Pera, P.E.  
County Engineer

/AET

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

Introduced on: ~~March 10, 2020~~ March 10, 2020  
Adopted on: ~~March 10, 2020~~ March 10, 2020

Official Resolution: R20200241  
Passaic Local Departments Engineering\Users\andrew\_A\My Documents\PC Architect\Elevator RFP\SRW\BCF-SRW Contract Mod #1  
2020\_02\_29.docx

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

401 Grand Street  
Paterson, New Jersey 07505

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

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION FOR AWARD OF CONTRACT TO GIACORP CONTRACTING, INC. FOR THE GOLF BALL BARRIER NET FENCING PROJECT AT PREAKNESS VALLEY GOLF COURSE IN THE TOWNSHIP OF WAYNE, NJ AS PER BID # C20003 PURSUANT TO N.J.S.A 40A: 11-24, 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Public Works  
COMMITTEE NAME

Official Resolution#	R20200242							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-30							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION FOR AWARD OF CONTRACT TO GIACORP CONTRACTING, INC.  
FOR THE GOLF BALL BARRIER NET FENCING PROJECT AT PREAKNESS  
VALLEY GOLF COURSE IN THE TOWNSHIP OF WAYNE, NJ AS PER BID # C20003  
PURSUANT TO N.J.S.A 40A: 11-24**

**WHEREAS**, the County of Passaic (hereafter "County") will undertake a project for Golf Ball Barrier Net Fencing at the Preakness Valley Golf Course; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-23 the County issued bid # C20003 advertisement for bids which was published in advance of the date fixed for receiving the bids to promote competitive bidding; and

**WHEREAS**, the County received bids on February 4, 2020 from a number of bidders and Giacorp Contracting, Inc., was the lowest bid received by the County for the for Golf Ball Barrier Net Fencing at the Preakness Valley Golf Course in the Township of Wayne, NJ; and

**WHEREAS**, pursuant to N.J.S.A. 40A: 11-24 the County Engineer has recommended award of the contract to Giacorp Contracting Inc., for the installation of the safety netting in the amount of two hundred seventy-nine thousand four hundred nine-four dollars and fifty cents (\$279,494.50); and

**WHEREAS**, a certification of funds executed by the County's Chief Financial Officer is attached to this resolution, attesting to the availability of funds to award the contract modification described herein; and

**WHEREAS**, this matter was discussed via email on February 26, 2020 by the Public Works Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval.

**NOW, THEREFORE, LET IT BE RESOLVED** pursuant to N.J.S.A. 40A:11-24, the Board of Chosen Freeholders of the County of Passaic hereby awards a contract to Giacorp Contracting, Inc. for Golf Ball Barrier Net Fencing at the Preakness Valley Golf Course located in Wayne, NJ in the amount of \$279,494.50 as recommended by the County Engineer.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, and Director of the Passaic County Board of Chosen Freeholders are authorized to execute an agreement and take any other steps necessary to carry out the purpose of this resolution.

NA:dmp

March 10, 2020



Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200242

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$279,494.50

APPROPRIATION: C-04-55-157-007-901

PURPOSE: Resolution for award of contract to Giacorp Contracting, Inc. for the golf ball barrier net fencing project.



Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr



**County of Passaic**  
 Administration Building  
 401 Grand Street • Paterson, New Jersey 07505-2023

OFFICE OF THE COUNTY ENGINEER  
 ROOM 524

Jonathan C. Pera, P.E.  
 County Engineer

TEL: (973) 881-4456  
 FAX: (973) 742-3936  
 TDD: (973) 279-9786

February 27, 2020

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

PROJECT: Golf Ball Barrier Net Fencing  
 Preakness Valley Golf Course  
 Township of Wayne, Passaic County  
**AWARD OF CONTRACT**

Dear Members of the Board:

The County of Passaic received Open Competitive Bids at 10:00 A.M. on Tuesday, February 4, 2020 at the Passaic County Procurement Center, 475 River Street, Paterson, New Jersey 07505 in the Conference Room for the Golf Ball Barrier Net Fencing project at the Preakness Valley Golf Course in the Township of Wayne. The following Vendors submitted Total Price Bids as follows:

<u>NAME OF BIDDER</u>	<u>BID AS READ/SUBMITTED</u>	<u>CORRECTED</u>
1. Giacorp Contracting, Inc. 11 Bradhurst Ave. Hawthorne, NY 10532	\$279,494.50	No Change
2. T.R. Weniger, Inc. 1900 New Brunswick Ave. Piscataway, NJ 08854	\$349,120.00	No Change

Attached is a Summary of Bid Tabulation Chart for the bids received above for your information. The Engineer's Estimate for this Project is \$176,120.00.

The above price proposals and associated correspondence were reviewed by the Public Works Committee on February 26, 2020.

In view of the above, the Committee recommended that the Contract be awarded to the lowest responsible bidder, Giacorp Contracting, Inc., of Hawthorne, New York, with a submitted total Base Bid amount bid of \$279,494.50.

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200242


Board of Chosen Freeholders  
Golf Ball Barrier Net Fencing

Page 2 of 2

February 27, 2020

Based on the above, this Office recommends that the Passaic County Board of Chosen Freeholders ADOPT a RESOLUTION awarding a Contract to the lowest responsible Bidder, namely, Giacorp Contracting, Inc., of Hawthorne, New York, in the total amount of \$279,494.50 (Two Hundred and Seventy Nine Thousand, Four Hundred and Ninety Four Dollars and Fifty Cents), subject to availability of funds, and further authorizing the Director of the Board and the Director of Purchasing to sign and execute said Contract in behalf of the Board and County.

Very truly yours,



Jonathan Pera, P.E.  
County Engineer

/nam

Enclosure

cc; Chair, Public Works and Buildings & Grounds Committee  
County Administrator  
County Counsel  
Director of Finance  
Director of Purchasing  
Director of Parks

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200242



**County of Passaic**  
 Administration Building  
 401 Grand Street • Paterson, New Jersey 07505-2023

OFFICE OF THE COUNTY ENGINEER  
 ROOM 524

Jonathan C. Pera, P.E.  
 County Engineer

TEL: (973) 881-4456  
 FAX: (973) 742-3936  
 TDD: (973) 279-9786

February 27, 2020

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

PROJECT: Golf Ball Barrier Net Fencing  
 Preakness Valley Golf Course  
 Township of Wayne, Passaic County  
**AWARD OF CONTRACT**

Dear Members of the Board:

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Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200242

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Dir. Pasquale "Pat" Lepore  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
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*  
Matthew P. Jordan, Esq.  
*County Counsel*  
Louis E. Imhof, III, RMC  
*Clerk Of The Board*



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE SPRUCE STREET BRIDGE OVER PASSAIC RIVER SUPERSTRUCTURE RECONSTRUCTION PROJECT, STRUCTURE NO. 1600-018, IN THE CITY OF PATERSON, PURSUANT TO N.J.S.A. 40A:11-23, ET SEQ., 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Public Works  
COMMITTEE NAME

Official Resolution#	R20200243							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-31							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS  
FOR THE SPRUCE STREET BRIDGE OVER PASSAIC RIVER  
SUPERSTRUCTURE RECONSTRUCTION PROJECT, STRUCTURE NO. 1600-  
018, IN THE CITY OF PATERSON, PURSUANT TO N.J.S.A. 40A:11-23, ET SEQ.**

**WHEREAS**, The County of Passaic (hereafter “County”) undertook a construction project of the Spruce Bridge over Passaic River Superstructure, Passaic County Bridge No. 1600-018, in the City of Paterson, County of Passaic, State of New Jersey; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-23 et seq. the County Engineer is requesting authorization to advertise to receive bids to promote competitive bidding.

**WHEREAS**, on June 7, 2013 by Resolution No. R20130398, the Passaic County Board of Chosen Freeholders (hereafter “Board”) awarded a contract to Parsons Brinckerhoff (hereafter “WSP USA, Inc.”) to design and prepare construction documents for the Spruce Street Bridge over Passaic River Superstructure Project, Structure No. 1600-018, in the City of Paterson, NJ (hereafter “Project”); and

**WHEREAS**, WSP USA, Inc. has finalized the design and construction documents for the Project, and submitted same to the Office of the Passaic County Engineer for review; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-23.1, et seq. in a letter to the Board dated February 26, 2020, appended to and made part of this resolution, the Passaic County Engineer is seeking authorization to advertise and receive bids for the Project; and

**WHEREAS**, this Project has received construction funding through the New Jersey Department of Transportation (hereafter “NJDOT”) Local Bridge, Future Needs Program; and

**WHEREAS**, this matter was discussed via email on February 26, 2020 by the Public Works Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, that pursuant to and in conformance with N.J.S.A. 40A:11-23, et seq., the Passaic County Purchasing Agent is authorized to advertise and receive bids for the Spruce Street Bridge over Passaic River Superstructure Project, Structure No. 1600-018, in the City of Paterson.

**LET IT BE FURTHER RESOLVED**, that the Passaic County Engineer, Passaic County Administrator, and Passaic County Counsel are authorized to take all necessary steps to effectuate the intent of this resolution.

NA:dmp

March 10, 2020



# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Jonathan C. Pera, P.E.  
County Engineer

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

February 26, 2020

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

PROJECT: Spruce Street Bridge over Passaic River Superstructure  
Reconstruction, Structure No. 1600-018  
City of Paterson

## AUTHORIZATION TO ADVERTISE AND RECEIVE BIDS

Dear Members of the Board:

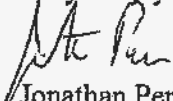
The County's Consultant, WSP USA Inc. has designed and prepared the proposed Spruce Street Bridge over Passaic River Superstructure Reconstruction Project located in the City of Paterson.

My office has reviewed the Plans and Specifications and find them in conformance with Passaic County and other Engineering Standards. This project has received construction funding through the NJDOT Local Bridge, Future Needs Program.

The above-mention Project was discussed by the Public Works Committee on February 26, 2020 and recommended for approval.

Therefore, this Office recommends that the Board of Chosen Freeholders ADOPT the necessary RESOLUTION, approving the Plans and Specifications, and authorize the Department of Procurement to advertise and receive bids for this Project.

Very truly yours,

  
Jonathan Pera, P.E.  
County Engineer

/s/

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

Introduced on: ~~Director of Purchasing~~  
Adopted on: March 10, 2020  
Official Resolution#: R20200243



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

401 Grand Street  
Paterson, New Jersey 07505

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

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING FINAL PAYMENT TO SMITH-SONDY ASPHALT CONSTRUCTION CO., INC. FOR THE 2018 ROADWAY RESURFACING PROJECT PURSUANT TO N.J.S.A. 40A:11-16.1 ET SEQ., 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Public Works  
COMMITTEE NAME

Official Resolution#	R20200244							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-32							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING FINAL PAYMENT TO SMITH-SONDY ASPHALT CONSTRUCTION CO., INC. FOR THE 2018 ROADWAY RESURFACING PROJECT PURSUANT TO N.J.S.A. 40A:11-16.1 ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) undertook the 2018 Roadway Resurfacing Project in Clifton, Hawthorne, Little Falls, Passaic, Paterson, Totowa, Wayne and West Milford, New Jersey; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-23 the County issued bid # C-18-006 advertisement for bids which was published in advance of the date fixed for receiving the bids to promote competitive bidding; and

**WHEREAS**, the County received bids on July 10, 2018 from a number of bidders and Smith-Sondy Asphalt Construction Co., Inc. was the lowest bid received by the County for the 2018 Roadway Resurfacing Project; and

**WHEREAS**, pursuant to N.J.S.A. 40A: 11-24, on July 17, 2018 the County Board of Chosen Freeholders (hereafter “Board”) passed Resolution No. R20180576 awarding the contract to Smith-Sondy Asphalt Construction Co., Inc. in the amount of \$4,349,055; and

**WHEREAS**, pursuant to N.J.S.A. 40A: 11-23.2 and in accordance with the terms of the specifications, the County Engineer has received a Maintenance Bond of \$231,767.62, Consent of Surety and an Affidavit by Contractor that liens and subcontractors have been paid and a payment of certificate in the amount of \$946,750.99; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-16.1, et seq. in a letter to the Board dated February 26, 2020, appended to and made part of this resolution, the Passaic County Engineer is seeking authorization and approval of the final payment to Smith-Sondy Asphalt Construction Co., Inc.; and

**WHEREAS**, this matter was discussed via email on February 26, 2020 by the Public Works Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-16.1, the Board of Chosen Freeholders of the County of Passaic hereby authorized and approved final payment to Smith-Sondy Asphalt Construction, Inc., for the 2018 Roadway Resurfacing Project in the amount of \$946,750. 99 as requested by the County Engineer.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, and Director of the Passaic County Board of Chosen Freeholders are authorized to execute an agreement and take any other steps necessary to carry out the purpose of this resolution.

**NOW, THEREFORE, LET IT BE RESOLVED**, by the Board of Chosen Freeholders of the County of Passaic that the work performed by Smith-Sondy Asphalt Construction Co., Inc. for the 2018 Roadway Resurfacing Project 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.

NDA:dmp

March 10, 2020

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200244



## County of Passaic

Administration Building

401 Grand Street • Paterson, New Jersey 07505-2023

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Jonathan C. Pera, P.E.  
County Engineer

TEL: (973) 881-4456

FAX: (973) 742-3936

TDD: (973) 279-9786

February 27, 2020

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

PROJECT: 2018 Roadway Resurfacing  
Passaic County  
**Final Acceptance, Release of Retainage and Final Payment**  
**Smith-Sondy Asphalt Construction Co., Inc.**

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 the 2018 Roadway Resurfacing project. This project has been completed, and conforms to the construction plans, standard specifications, and County Engineer Standards.

Final Acceptance, Release of Retainage, and Final Payment for this project was discussed at the Public Works Committee meeting of February 26, 2020 and recommended to the Full Board.

Based upon the above, this Office recommends the Board of Chosen Freeholders adopt the necessary Resolution authorizing the acceptance of the project, release of retainage, and authorize the Director of Finance to issue the Final Payment in the amount of \$946,750.99 to Smith-Sondy Asphalt Construction Co., Inc. subject to any requirements deemed necessary by the County Council. A majority of the project construction cost is eligible for reimbursement through a NJDOT County Aid Grant.

Very truly yours,

Jonathan Pera, P.E.  
County Engineer

/nam

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

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200244

**PARTIAL PAYMENT**



**COUNTY OF PASSAIC**  
 401 GRAND STREET - ROOM 439  
 PATERSON, NEW JERSEY 07505

PURCHASE ORDER NO. 18-06333

CONTRACT NO. \_\_\_\_\_

PAYEE SMITH SONDY ASPHALT

DEPARTMENT Engineering

ADDRESS 150 ANDERSEN AVENUE

VENDOR # 01078

WALLINGTON, NEW JERSEY

DATE		
MONTH	DAY	YR
02	25	2020

ACCOUNT NUMBER  
 G-01-45-700-018-911

CHECK NUMBER

DESCRIPTION	AMOUNT
<b><u>2018 ROAD RESURFACING</u></b>	
<b><u>PAYMENT # 12</u></b>	
Beginning Forward Balance:	\$946,750.99
Original Contract Amount	\$4,349,055.38
Adjusted Contract Amount	\$4,635,352.45
Contract Completed to Date	\$4,635,352.45
Less Amounts Previously Paid (\$3,688,601.46)	
Amount Due This Invoice	\$946,750.99
Balance of Contract	\$0.00
Nordan Murphy, P.E., Asst. County Engineer	
Ending Balance:	<input type="text" value="-"/>

AMOUNT OF PAYMENT IN WORDS Nine Hundred Forty Six Thousand Seven Hundred Fifty Dollars & ninety nine cents \$ 946,750.99

**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 introduce on your paid file. **March 10, 2020**
- Official Resolution#: R20200244

**DEPARTMENT CERTIFICATION**

It is hereby certified that the goods or services described 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 Cassandra "Sandi" Lazzara  
Deputy Dir. Pasquale "Pat" Lepore  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Bruce James

401 Grand Street  
Paterson, New Jersey 07505

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

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING FINAL PAYMENT TO ON-LINE CONTRACTING, INC. FOR THE ON-CALL DRAINAGE REPAIRS VARIOUS LOCATIONS PROJECT (2017-2019 CONTRACT) PURSUANT TO N.J.S.A. 40A: 11-16.1, 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Public Works

COMMITTEE NAME

Official Resolution#	R20200245							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-33							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING FINAL PAYMENT TO ON-LINE CONTRACTING, INC. FOR THE ON-CALL DRAINAGE REPAIRS VARIOUS LOCATIONS PROJECT (2017-2019 CONTRACT) PURSUANT TO N.J.S.A. 40A: 11-16.1**

**WHEREAS**, the County of Passaic ( hereafter “ County”) undertook an On-Call Drainage Repairs project in various Location project for a number of municipalities within the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A: 11-23 the County issued Bid # C-17-021 advertisement for bids which was published in advance of the date fixed for receiving the bids to promote competitive bidding; and

**WHEREAS**, the County received bids on May 8, 2018 from a number of bidders and Online Contracting, Inc., was the lowest bid received by the County for the Drainage Repairs of Various Locations project; and

**WHEREAS**, pursuant to N.J.S.A. 40A: 11-24, on May 8, 2018 the County Board of Chosen Freeholders (hereafter “Board”) passed Resolution No. R2018-0376 awarding the contract to Online Contracting, Inc., of Boonton, New Jersey in the amount of twenty-four thousand one hundred and twelve dollars and zero cents (\$24,112.00); and

**WHEREAS**, in accordance with the terms of the specifications, the County Engineer is requesting payment to On-line Contracting, Inc. according to the payment certificate attached hereto in the amount of \$24,556.91; and

**WHEREAS**, pursuant to N.J.S.A. 40A: 11-23.2 and in accordance with the terms of the specifications, the Passaic County Engineer advised the Board of Chosen Freeholders that this project has been completed, and conforms to the standard specifications and County Engineering Standards and that they recommended approval of the final payment to On-Line Contracting, Inc.; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-16.1, et seq. in a letter to the Board dated February 26, 2020, appended to and made part of this resolution, the Passaic County Engineer is seeking authorization and approval of the final payment to Online Contracting, Inc. ; and

**WHEREAS**, this matter was discussed via email on February 26, 2020 by the Public Works Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval.

**NOW, THEREFORE, LET IT BE RESOLVED** pursuant to N.J.S.A. 40A:11-16.1, the Board of Chosen Freeholders of the County of Passaic hereby authorized and approved final payment to Online Contracting, Inc. for the On-Call Drainage Repairs in the amount of twenty-four thousand five hundred fifty-six dollars and ninety-one cents ( \$24,556.91) as requested by the County Engineer.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, and Director of the Passaic County Board of Chosen Freeholders are authorized to execute an agreement and take any other steps necessary to carry out the purpose of this resolution.

**NOW, THEREFORE, LET IT BE RESOLVED**, by the Board of Chosen Freeholders of the County of Passaic that the work performed by On-Call Drainage Repairs for various location project is hereby accepted and the Director of Finance is hereby authorized to make payment to said company on the next bill list.

NA:dmp

March 10, 2020

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200245





## County of Passaic

Administration Building

401 Grand Street • Paterson, New Jersey 07505-2023

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Jonathan C. Pera, P.E.  
County Engineer

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

February 27, 2020

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

**PROJECT:** On-Call Drainage Repairs Various Locations  
(2017-2019 Contract)  
**Final Acceptance, Release of Retainage and Final Payment**  
**On Line Contracting, Inc.**

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 the On-Call Drainage Repairs Various Locations project, completed under the 2017-2019 contract. This project has been completed, and conforms to the standard specifications and County Engineer Standards.

Final Acceptance, Release of Retainage, and Final Payment for this project was discussed at the Public Works Committee meeting of February 26, 2020 and recommended to the Full Board.

Based upon the above, this Office recommends the Board of Chosen Freeholders adopt the necessary Resolution authorizing the acceptance of the project, release of retainage, and authorize the Director of Finance to issue the Final Payment in the amount of \$24,556.91 to On Line Contracting, Inc. subject to any requirements deemed necessary by the County Counsel.

Very truly yours,

Jonathan Pera, P.E.  
County Engineer

/s/nam

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

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200245

**PARTIAL PAYMENT**



**COUNTY OF PASSAIC**  
 401 GRAND STREET - ROOM 439  
 PATERSON, NEW JERSEY 07605

PURCHASE ORDER NO. 18-07241

PAYEE ON LINE CONTRACTING

CONTRACT NO. \_\_\_\_\_

ADDRESS 272 MYRTLE AVENUE

DEPARTMENT Engineering

BOONTON, N.J.

VENDOR # 12608

DATE		
MONTH	DAY	YR
12	20	2019

**ACCOUNT NUMBER**  
 C-04-55-148-001 902  
 C-04-55-153-001-807

CHECK NUMBER

DESCRIPTION	AMOUNT
<b><u>ON CALL DRAINAGE REPAIR OF STORM WATER SYSTEMS</u></b>	
<b><u>PAYMENT # 5 (FINAL)</u></b>	
Beginning Forward Balance: <u>\$24,556.91</u>	
Original Contract Amount \$124,361.00	
Adjusted Contract Amount \$200,536.01	
Contract Completed to Date \$200,536.01	
Less Amounts Previously Paid (\$175,979.10)	
Amount Due this Invoice \$24,556.91	\$24,556.91
Balance of Contract \$0.00	
Tim Mettlen, P.E., Asst. County Engineer Ending Balance: <input type="text" value="-"/>	

AMOUNT OF PAYMENT IN WORDS Twenty Four Thousand Five Hundred Fifty Six Dollars and ninety one cents \$ 24,556.91

**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 copy and place in your paid file.
- Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200245

**DEPARTMENT CERTIFICATION**

It is hereby certified that the goods or services described 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 Cassandra "Sandi" Lazzara  
Deputy Dir. Pasquale "Pat" Lepore  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
Bruce James

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

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



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION TO AMEND R-20200141 DATED FEBRUARY 11, 2020 FOR AWARD OF MAINTENANCE/REPAIR CONTRACT TO CARRIER CORP. FOR CALENDAR YEAR 2020 IN THE AMOUNT OF \$350,000, 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Public Works  
COMMITTEE NAME

Official Resolution#	R20200246							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-34							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION TO AMEND R-20200141 DATED FEBRUARY 11, 2020 FOR AWARD OF MAINTENANCE/REPAIR CONTRACT TO CARRIER CORP. FOR CALENDAR YEAR 2020 IN THE AMOUNT OF \$350,000**

**WHEREAS**, the Board of Chosen Freeholders of the County of Passaic by Resolution R-2018-0251 dated March 27, 2018 awarded a bid to Carrier Corporation of Fairfield, New Jersey to perform preventative service and service/repair of air cooled chillers, air conditioning, heating and refrigeration units located in sixteen (16) Passaic County-owned facilities for a three year period; and

**WHEREAS**, that bid (Bid #SB-18-015) received on February 27, 2018 also contained language which specified a contract period of April 1, 2018 through March 31, 2020 with two one-year options to renew as per the County of Passaic; and

**WHEREAS** by Resolution R-20200141 dated February 11, 2020, said Resolution was amended in order to exercise the first one-year option and to allocate a total of \$89,877.57, which would cover services conducted by Carrier Corp. for HVAC repairs for the Sheriff's Department and to increase an existing Purchase Order (#19-01043) to cover needed HVAC service and repairs for County buildings; and

**WHEREAS**, the Passaic County Superintendent of Buildings & Grounds is requesting, by way of letter dated February 27, 2020 attached hereto and made part hereof, the amendment of Resolution R20200141 dated February 11, 2020 to award a contract to Carrier Corporation of Clifton, NJ in the amount of \$350,000 as it pertains to preventive service for air cooled chillers and service/repair of air conditioning, heating and refrigeration units located in 16 Passaic County facilities to cover expenses for the remainder of Calendar Year 2020; and

**WHEREAS**, this matter was discussed by e-mail on February 26, 2020 by the Public Works Committee and is being recommended to the Passaic County Board of Chosen Freeholders for approval; and

**WHEREAS**, a certification is attached hereto which indicates the availability of funds for said expenditure.

**NOW, THEREFORE, LET IT BE RESOLVED**, by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes amendment of Resolution R-20200141 dated February 11, 2020 for award of contract to Carrier Corporation in the amount of \$350,000 for preventive service for air cooled chillers and service/repair of air conditioning, heating and refrigeration units located in 16 Passaic County facilities for the remainder of Calendar Year 2020.

**LET IT BE FURTHER RESOLVED**, that the Director, Clerk of the Board, and County Counsel are authorized to execute all necessary documents on behalf of Passaic County to effectuate the purpose of this resolution.

NA:dmp

March 10, 2020

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$350,000.00

APPROPRIATION: 0-01-20-112-001-207

PURPOSE: Resolution authorizing an increase of contract to Carrier Corp.



Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr



**County of Passaic**  
**BUILDINGS & GROUNDS DEPT**  
151 E. 11<sup>TH</sup> STREET, Paterson, New Jersey 07505

Stephen Orsini  
County Superintendent of  
Buildings & Grounds

TEL: (973) 881-4425  
CELL PHONE: (201) 937-2576  
E-MAIL: [steveo@passaiccountynj.org](mailto:steveo@passaiccountynj.org)

February 27, 2020

Mr. Mathew Jordan, Esq.  
County Counsel  
401 Grand Street  
Paterson, New Jersey 07505

Re: Resolution Request- CARRIER CORPORATION.  
100 DELAWANNA AVENUE, SUITE 401  
CLIFTON, NJ 07014

Dear Mr. Jordan:

At the February 26, 2020 meeting of the Public Works and Buildings & Grounds Committee a request was heard for Carrier Corporation.

Description of Resolution- Resolution exercising the first year to Carrier Corporation for HVAC Service & Repairs to All County Buildings. Due to budget restraints, Buildings & Grounds is only encumbering three months of funds of 90,000.00. Once final budget has been adopted a total 350,000.00 is required to cover the year 2020

ACCOUNT # 0-01-20-112-001-207

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,

Stephen Orsini  
Superintendent of Buildings & Grounds

SO/it

Enclosure

Cc: Freeholder Best Chair, Public Works and Buildings & Grounds Committee  
Anthony DeNova, Passaic County Administrator

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200246



## RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: BUILDINGS & GROUNDS  
 Telephone #: 973-881-4425

**DESCRIPTION OF RESOLUTION:**

Description of Resolution-Resolution requesting Carrier Corp to provide HVAC service & repairs. Due to budget restraints, Buildings & Grounds is only encumbering three months of funds of 90,000.00. Once final budget has been adopted a total 260,000.00 is required to cover the year 2020.

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: \$ 350,000.00  
 REQUISITION # R0-01400  
 ACCOUNT # 0-01-20-112-001-207

4. **METHOD OF PROCUREMENT:**

RFP       RFQ       Bid

Other: RESOLUTION # 20180251 DATED 3/27/2018

- | 5. COMMITTEE REVIEW:                                     | DATE:            |
|--|------------------|
| <input type="checkbox"/> Administration & Finance        | _____            |
| <input type="checkbox"/> Budget                          | _____            |
| <input type="checkbox"/> Health                          | _____            |
| <input type="checkbox"/> Human Services                  | _____            |
| <input type="checkbox"/> Law & Public Safety             | _____            |
| <input type="checkbox"/> Planning & Economic Development | _____            |
| <input checked="" type="checkbox"/> Public Works         | <u>2/26/2020</u> |

6. **DISTRIBUTION LIST:**

Administration       Finance       Counsel

Clerk to the Board       Procurement

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

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200246

COUNTY OF PASSAIC  
 PUBLIC BUILDINGS, CO OF PASSAIC  
 (Q) 973-881-4425  
 151 East 11th Street  
 PATERSON, NJ 07524

REQUISITION	
NO.	R0-01400

S H I P  T O	COUNTY OF PASSAIC PUBLIC BUILDINGS 151 EAST 11TH STREET PATERSON, NJ 07524
V E N D O R	VENDOR #: 11885 CARRIER CORPORATION 100 DELAWANNA AVE 4TH FLOOR SUITE 401 CLIFTON, NJ 07014

ORDER DATE: 02/18/20  
 DELIVERY DATE:  
 STATE CONTRACT:  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	HVAC & SERVICE FOR ALL COUNTY FACILITIES	0-01-20-112-001-207	90,000.0000	90,000.00
			TOTAL	90,000.00

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200246

REQUESTING DEPARTMENT

DATE





**County of Passaic**  
**BUILDINGS & GROUNDS DEPT**  
151 E. 11<sup>TH</sup> STREET, Paterson, New Jersey 07505

Stephen Orsini  
County Superintendent of  
Buildings & Grounds

TEL: (973) 881-4425  
CELL PHONE: (201) 937-2576  
E-MAIL: [steveo@passaiccountynj.org](mailto:steveo@passaiccountynj.org)

February 27, 2020

Mr. Mathew Jordan, Esq.  
County Counsel  
401 Grand Street  
Paterson, New Jersey 07505

Re: Resolution Request- CARRIER CORPORATION.  
100 DELAWANNA AVENUE, SUITE 401  
CLIFTON, NJ 07014

Dear Mr. Jordan:

At the February 26, 2020 meeting of the Public Works and Buildings & Grounds Committee a request was heard for Carrier Corporation.

Description of Resolution- Resolution exercising the first year to Carrier Corporation for HVAC Service & Repairs to All County Buildings. Due to budget restraints, Buildings & Grounds is only encumbering three months of funds of 90,000.00. Once final budget has been adopted a total 350,000.00 is required to cover the year 2020

**ACCOUNT # 0-01-20-112-001-207**

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,

Stephen Orsini  
Superintendent of Buildings & Grounds

SO/it

Enclosure

Cc: Freeholder Best Chair, Public Works and Buildings & Grounds Committee  
Anthony DeNova, Passaic County Administrator

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200246

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

401 Grand Street  
Paterson, New Jersey 07505

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

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION TO AMEND R-20200184 DATED FEBRUARY 25, 2020 IN ORDER TO EXERCISE THE ONE-YEAR OPTION TO RENEW CONTRACT WITH RICH TREE SERVICE, INC. FOR TREE REMOVAL SERVICES THROUGHOUT THE PASSAIC COUNTY PARK SYSTEM THROUGH APRIL 30, 2021, 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Public Works

COMMITTEE NAME

Official Resolution#	R20200247							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-35							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION TO AMEND R-20200184 DATED FEBRUARY 25, 2020 IN ORDER TO EXERCISE THE ONE-YEAR OPTION TO RENEW CONTRACT WITH RICH TREE SERVICE, INC. FOR TREE REMOVAL SERVICES THROUGHOUT THE PASSAIC COUNTY PARK SYSTEM THROUGH APRIL 30, 2021**

**WHEREAS**, the Board of Chosen Freeholders of the County of Passaic by Resolution R-20190411 dated April 23, 2019 authorized an award of contract to Rich Tree Service, Inc. of South Plainfield, NJ for tree trimming and removal services for the Passaic County Parks & Recreation Department for a total estimated award of \$20,000 and a contract period from May 1, 2019 through April 30, 2020 with a one year option to renew through April 30, 2021; and

**WHEREAS**, by Resolution R-20200184 dated February 25, 2020, the encumbrance of the contract with Rich Tree Service, Inc. was increased in the amount of \$60,000 to include services for tree trimming and removal services throughout calendar year 2020; and

**WHEREAS**, since the contract with Rich Tree Service, Inc. will expire on April 30, 2020, it is necessary to exercise the one year option and extend the previously-awarded contract through April 30, 2021 for tree removal services on an as-needed basis; and

**WHEREAS**, by memo dated February 26, 2020 attached hereto, the Passaic County Director of Parks & Recreation is requesting said extension of the existing contract; and

**WHEREAS**, this matter was discussed on February 26, 2020 by the Public Works Committee and is being recommended to the Passaic County Board of Chosen Freeholders for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes amendment of Resolution R-20200184 dated February 25, 2020 for award of contract to Rich Tree Service, Inc. to include exercising the option to renew through April 30, 2021.

**LET IT BE FURTHER RESOLVED**, that the Director, Clerk of the Board, and County Counsel are authorized to execute all necessary documents on behalf of Passaic County to effectuate the purpose of this resolution.

NA:dmp

March 10, 2020



**COUNTY OF PASSAIC**  
**PARKS & RECREATION**  
209 Totowa Road, Wayne, NJ 07470  
Office (973) 881-4833 Fax (973) 872-2684

To: Nadege Allwaters, County Counsel  
From: Darryl Sparta, Director of Parks & Recreation  
Date: 2/26/2020  
Re: Rich Tree Service-one year option

The Passaic County Parks Department received bids for tree removal and awarded the bid to Rich Tree Service (333 Bergen Street, South Plainfield NJ 07080) in April of 2019, (R20200184). This bid was for tree removals throughout the Passaic County Park System and is valid through April 30, 2020.

Per the contract, the Parks & Recreation Department has a one year option to exercise a 1-year extension through April 30, 2021. A request to amend the resolution R20200184 in order to exercise the one year option was presented and approved at the Public Works meeting on February 26, 2020.

I recommend that the Board of Chosen Freeholders adopt the necessary resolution authorizing the Passaic County Parks Department to amend resolution R20200184 in order to exercise the one year option extending the contract noted above through April 30, 2021.

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

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

Anthony J. De Nova III  
Administrator

Matthew P. Jordan, Esq.  
County Counsel

Louis E. Imhof, III, RMC  
Clerk Of The Board



## Public Meeting (Board Meeting)

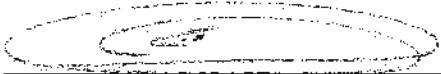
Date: Mar 10, 2020 - 5:30 PM

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

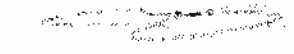
Agenda: RESOLUTION CONSENTING TO ORDINANCE NO. 10-24-2019 BY THE BOROUGH OF HALEDON, NJ WHICH ESTABLISHES PARKING SPACES FOR THE DISABLED AT 186 BELMONT AVENUE, WHERE PARKING IS ALREADY PERMITTED PURSUANT TO N.J.S.A. 39:4-197.2 ET SEQ., ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Public Works  
COMMITTEE NAME

Official Resolution#	R20200248							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-36							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓		✓		✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION CONSENTING TO ORDINANCE NO. 10-24-2019 BY THE BOROUGH OF HALEDON, NJ WHICH ESTABLISHES PARKING SPACES FOR THE DISABLED AT 186 BELMONT AVENUE, WHERE PARKING IS ALREADY PERMITTED PURSUANT TO N.J.S.A. 39:4-197.2 ET SEQ.**

**WHEREAS**, pursuant to N.J.S.A. 39:4-197.5 et seq. the Borough of Haledon adopted Ordinance No. 10-24-2019 which establishes parking spaces for the disabled at 186 Belmont Avenue, where parking is already permitted (see copy of Ordinance No. 10-24-2019 attached hereto and made part hereof); and

**WHEREAS**, the County of Passaic is in receipt of a request for a consenting Resolution in light of the fact that Belmont Avenue is a County road; and

**WHEREAS**, said Resolution was discussed via e-mail on February 26, 2020 by the Public Works Committee and recommended to the full Board for approval; and

**WHEREAS**, pursuant to N.J.S.A. 39: 4-197.2 et seq., the Passaic County Engineer is requesting that the Board of Chosen Freeholders of the County of Passaic adopt and pass the consenting Resolution which establishes parking spaces for the disabled at 186 Belmont Avenue, where parking is already permitted.

**NOW, THEREFORE, LET IT BE RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that, pursuant to the terms and conditions set forth above, it does hereby consent to a Resolution as referenced above and in the attached letter from the County Traffic Engineer dated February 25, 2020.

NA:dmp

March 10, 2020



# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Jonathan C. Pera, P.E.  
County Engineer

February 25, 2020

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

Board of Chosen Freeholders  
401 Grand Street  
Paterson, NJ 07505

Re: *Borough of Haledon - Ordinance No. 10-24-2019*  
Parking Spaces for the Disabled

Dear Members of the Board:

Our office received from the Borough of Haledon the referenced Ordinance. It establishes parking spaces for the disabled at the following addresses, where parking is already permitted. Since all are County roads, a consenting Resolution is required.

- 186 Belmont Avenue

This Ordinance was reviewed and recommended for approval at the February 26, 2020 Public Works Committee meeting. Based upon the above, it is my recommendation that the Board of Chosen Freeholders adopt a consenting Resolution, provided the cost and maintenance of all signs and equipment be borne by the Borough of Haledon.

Very truly yours,

A handwritten signature in black ink, appearing to read "Charles S. Silverstein".

Charles S. Silverstein, P.E.  
County Traffic Engineer

CSS/sl  
Attachment

cc: County Administrator  
County Counsel  
PWC Chair

**BOROUGH OF HALEDON  
ORDINANCE # 10- 24-2019**

**AN ORDINANCE AMENDING CHAPTER 205  
OF THE CODE OF THE BOROUGH OF HALEDON  
ENTITLED VEHICLES AND TRAFFIC**

WHEREAS, the Borough of Haledon has determined it to be in the best interests of the safety, health and welfare of the residents of the Borough of Haledon to provide for handicapped parking spaces on Borough streets; and

WHEREAS, the Borough of Haledon is desirous of removing certain parking spaces on the streets of the Borough of Haledon no longer needed for use by handicapped individuals as recommended by the Haledon Police Department; and

WHEREAS, the Haledon Police Department has surveyed the locations where handicapped parking spaces have been requested and have recommended that certain parking spaces be designated for use by handicapped individuals; and

NOW THEREFORE BE IT ORDAINED, by the Governing Body of the Borough of Haledon as follows:

1. Chapter 205, Section 19B (1) dealing with handicapped parking at residential locations, is hereby amended as follows:

A. New handicapped parking spaces shall be designated at the following locations:

321 West Clinton Street

From the North West corner of West Clinton Street and Cook Street extending 157 feet North on West Clinton Street and then continuing another 22 feet.

186 Belmont Avenue

From the South East corner of Belmont Avenue and Cook Street extending 86 feet South on Belmont Avenue and then continuing another 22 feet.

256 Granite Avenue

From the South East corner of Cliff Street and Granite Avenue extending 31 feet East on Cliff Street and then continuing another 22 feet.

33 Lee Avenue

From the North West corner of Lee Avenue and Burhans Avenue extending 411 feet North on Lee Avenue then continuing another 22 feet.


2. All unauthorized signs regulating traffic and/or parking shall be identified and removed within 30 days of the passage and publication of this ordinance and no unauthorized signs shall be erected without a supporting ordinance duly passed and published as provided by law.

3. This Ordinance shall become effective immediately upon passage and publication as provided by law.

Introduced: October 24, 2019

Adopted: November 14, 2019

Dated: 11/14/19

  
Domenick Stampone, Mayor

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200248



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Dir. Pasquale "Pat" Lepore  
Assad R. Akhter  
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Fax: 973-742-3746

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION APPROVING AND AUTHORIZING THE INSTALLATION OF A HISTORIC MARKER AT 490 TOTOWA ROAD IN THE BOROUGH OF TOTOWA, NJ AND APPROVING PAYMENT THROUGH THE PASSAIC COUNTY OPEN SPACE TRUST FUND PURSUANT TO N.J.S.A. 40A:11-5(k), ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

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REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Public Works

COMMITTEE NAME

Official Resolution#	R20200249							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-37							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION APPROVING AND AUTHORIZING THE INSTALLATION OF A HISTORIC MARKER AT 490 TOTOWA ROAD IN THE BOROUGH OF TOTOWA, NJ AND APPROVING PAYMENT THROUGH THE PASSAIC COUNTY OPEN SPACE TRUST FUND PURSUANT TO N.J.S.A. 40A:11-5(k)**

**WHEREAS**, the County of Passaic (hereafter “County”) owns and maintains a number of historic sites within Passaic County Park System; and

**WHEREAS**, an application has been filed through the Borough of Totowa, NJ to place one historic marker at 490 Totowa Road in Totowa to commemorate a historic home in the Borough; namely, the Van Allen House (c. 1750); and

**WHEREAS**, in a letter dated February 26, 2020 that is appended to and made part of this resolution, the Director of the Passaic County Department of Cultural and Historic Affairs is seeking authorization to install the proposed historic marker at 490 Totowa Road in the Borough of Totowa, New Jersey and the cost of installation in the amount of one thousand three hundred (\$1,300) dollars will be funded through the Passaic County Open Space Trust Fund line item for historic markers; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5(k), the objects to be acquired by the County are artifacts, or other items of unique intrinsic, artistic or historic character, that can be purchased without public advertising for bids and bidding, and purchased directly by resolution of the Board; and

**WHEREAS**, a certification of funds executed by the County’s Chief Financial Officer is attached to this resolution, attesting to the availability of funds to award the purchase of the historic objects described herein; and

**WHEREAS**, this matter was discussed via email on February 26, 2020 by the Public Works Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5(k) that the installation of the historic marker described herein is authorized and the installation cost, which will be taken from the Passaic County Open Space Trust Fund, is herein authorized.

**BE IT FURTHER RESOLVED** that the Director and Clerk to the Board, as well as the County Counsel, be authorized to execute any and all documents necessary to effectuate the purposes of this Resolution.

NA:dmp

March 10, 2020

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$1,300.00

APPROPRIATION: O-18-46-606-001-603

PURPOSE: Resolution approving and authorizing the installation of a historic marker at 490 Totowa Road in the Borough of Totowa.

  
Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr

# County of Passaic

Department of Cultural & Historic Affairs  
Dey Mansion, 199 Totowa Road, Wayne, NJ 07470

---

Kelly C. Ruffel  
*Director*

TEL: 973 – 706 – 6640  
e-mail: [kellyr@passaiccountynj.org](mailto:kellyr@passaiccountynj.org)

February 26, 2020

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

**RE: RESOLUTION TO ACCPET THE INSTALLATION OF A HISTORIC  
MARKERS AT 490 TOTOWA ROAD, TOTOWA, NJ.**

Members of the Board:

We are seeking a resolution to authorize acceptance of the installation of a historic marker at 490 Totowa Road, Totowa NJ. The historic markers will commemorate the Van Allen House (c. 1750). The application for this historic marker was received by the Borough of Totowa and the site is located on a County road, therefore they will be funded through the Open Space Trust Fund line item for historic markers. The Public Works and Building & Grounds Committee at their meeting of February 26, 2020 recommended that the full Board support the installation of these historic markers.

If you have any questions, please do not hesitate to contact me.

Sincerely,

*Kelly C. Ruffel*

Kelly C. Ruffel, Director  
Cultural & Historic Affairs



## RESOLUTION REQUEST FORM

1. **NAME OF REQUESTER:** Kelly C. Ruffel  
**Telephone #:** 973-706-6640

**DESCRIPTION OF RESOLUTION:**

Resolution approving and authorization installation of a historic marker at 490 Totowa Road in Totowa, NJ and approving payment through the Passaic County Corridor Enhancement Program

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:** \$ \$1,300  
**REQUISITION #** R0-07108  
**ACCOUNT #** O-18-56-606-001-603

4. **METHOD OF PROCUREMENT:**

RFP       RFQ       Bid

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

- | 5. <b>COMMITTEE REVIEW:</b>                              | DATE:           |
|--|-----------------|
| <input type="checkbox"/> Administration & Finance        | _____           |
| <input type="checkbox"/> Budget                          | _____           |
| <input type="checkbox"/> Health                          | _____           |
| <input type="checkbox"/> Human Services                  | _____           |
| <input type="checkbox"/> Law & Public Safety             | _____           |
| <input type="checkbox"/> Planning & Economic Development | _____           |
| <input checked="" type="checkbox"/> Public Works         | <u>02/25/20</u> |

6. **DISTRIBUTION LIST:**

Administration     Finance     Counsel  
 Clerk to the Board     Procurement

Introduced on: March 10, 2020 Other: \_\_\_\_\_  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200249

DEPARTMENT OF CULTURAL & HISTORIC AFFAIRS

Kelly C. Ruffel, Director



DEY MANSION, 199 TOTOWA ROAD WAYNE, NEW JERSEY 07470

(973) 706 - 6640 kellyr@PassaicCountyNJ.org

Passaic County Historic Marker Application

PROPERTY INFORMATION

Address: 490 TOTOWA ROAD TOTOWA, N.J. 07512

Block No. Lot No.

Historic Name (if known): Van Houten ALLEN House

Type of building/location (please check one):

- Commercial
Industrial
Mixed Use
Residential
Public municipality
Religious
Park

Is this building currently occupied / in use?

- Yes
No

What is the original or previous use of the property? (50 years ago or more): private residence

Is the property listed on the State of National Register of Historic Places? If so, which register and what year was the site listed? No

Suggested Marker Title: General Harry Knox Headquarters

Suggested Location for Marker Placement: Front of house 490 TOTOWA ROAD

APPLICANT INFORMATION

Name: MARK Montoya (Borough of Totowa)

Company / Group: Borough of Totowa; Board of Recreation

Address: 490 TOTOWA Road,  
TOTOWA, NJ 07512

Email: mark.montoya@ Phone: 201-803-6111  
gmail.com

SPONSOR INFORMATION

*\*\* A sponsor is defined here as the entity or individual who is funding the marker. \*\**

Name: \_\_\_\_\_

Company / Group: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Will you be apply for a grant from the Corridor Enhancement Program?

- Yes
- No

If yes, how much will you be applying for? \_\_\_\_\_

# County of Passaic

Department of Cultural & Historic Affairs  
Dey Mansion, 199 Totowa Road, Wayne, NJ 07470

Kelly C. Ruffel  
*Director*

TEL: 973 – 706 – 6640  
e-mail: [kellyr@passaiccountynj.org](mailto:kellyr@passaiccountynj.org)

February 26, 2020

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

**RE: RESOLUTION TO ACCPET THE INSTALLATION OF A HISTORIC  
MARKERS AT 490 TOTOWA ROAD, TOTOWA, NJ.**

Members of the Board:

We are seeking a resolution to authorize acceptance of the installation of a historic marker at 490 Totowa Road, Totowa NJ. The historic markers will commemorate the Van Allen House (c. 1750). The application for this historic marker was received by the Borough of Totowa and the site is located on a County road, therefore they will be funded through the Open Space Trust Fund line item for historic markers. The Public Works and Building & Grounds Committee at their meeting of February 26, 2020 recommended that the full Board support the installation of these historic markers.

If you have any questions, please do not hesitate to contact me.

Sincerely,

*Kelly C. Ruffel*

Kelly C. Ruffel, Director  
Cultural & Historic Affairs



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Dir. Pasquale "Pat" Lepore  
Assad R. Akhter  
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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

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION FOR AWARD OF CONTRACT TO T. SLACK ENVIRONMENTAL SERVICES, INC. FOR UST AND AST SERVICE AND REPAIRS AT VARIOUS COUNTY LOCATIONS FOR 2020 ON AN AS-NEEDED BASIS, PURSUANT TO N.J.S.A. 40A:11-24, ET SEQ., 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Public Works  
COMMITTEE NAME

Official Resolution#	R20200250							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-38							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION FOR AWARD OF CONTRACT TO T. SLACK ENVIRONMENTAL SERVICES, INC. FOR UST AND AST SERVICE AND REPAIRS AT VARIOUS COUNTY LOCATIONS FOR 2020 ON AN AS-NEEDED BASIS, PURSUANT TO N.J.S.A. 40A:11-24, ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter "County") owns and maintains various underground storage tanks (UST) and above-ground tanks (AST) for unleaded gasoline, diesel, heating oil and waste oil throughout the County; and

**WHEREAS**, over the course of calendar year 2020, it is anticipated that various service and repairs will be required to be performed in order to maintain the UST and ASTs; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-12, et seq., the County may without advertising for bids purchase goods or services under any contract or contracts for such goods or service entered into on behalf of the State by the Division of Purchase and Property in the Department of Treasury; and

**WHEREAS**, T. Slack Environmental Services of Kenilworth, New Jersey holds a State Contract (#A42266) for these types of services; and

**WHEREAS**, by letter dated February 27, 2020 to the Passaic County Board of Chosen Freeholders annexed hereto and made part hereof, the County Engineer is requesting to authorize an award of contract for service and repairs to the various UST and ASTs to T. Slack Environmental Services for up to \$50,000 on an as-needed basis; and

**WHEREAS**, a certification of funds executed by the County's Chief Financial Officer is attached to this resolution, attesting to the availability of funds to award the contract modification described herein; and

**WHEREAS**, this matter was discussed via e-mail on February 26, 2020 by the Public Works Committee and is being recommended to the Passaic County Board of Chosen Freeholders for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-24, et seq. the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes an award of contract to T. Slack Environmental Services of Kenilworth, New Jersey in the amount of up to \$50,000 for various UST and AST services and repairs at various County locations for 2020 on an as-needed basis according to State Contract.

**LET IT BE 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.

NA:dmp

March 10, 2020

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$50,000.00

APPROPRIATION: C-04-55-157-006-901

PURPOSE: Resolution for award of contract to T. Slack Environmental Services, Inc. for UST and AST service and repairs.

  
Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr



# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Jonathan C. Pera, P.E.  
County Engineer

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

February 27, 2020

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

PROJECT: UST and AST Service and Repairs at  
Various County Locations for 2020  
**AWARD OF CONTRACT**

Dear Members of the Board:

The County owns and maintains various underground storage tanks (UST) and above ground tanks (AST) for unleaded gasoline, diesel, heating oil and waste oil throughout the County. Over the course of the calendar year 2020, it is anticipated that various service and repairs will be required to be performed in order to maintain the UST and ASTs. The County desires to utilize the services of T. Slack Environmental Services under New Jersey State Contract #A42266. This Office is requesting to authorize the service and repairs to the various UST and ASTs to T. Slack Environmental Services for upto \$50,000.00 on an as needed basis.

This request was reviewed and discussed via email at the Public Works Committee meeting of February 26, 2020 and recommended for approval to the full Board.

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution for upto \$50,000.00 contract to T. Slack Environmental for various UST and AST services and repairs at various County Locations for 2020 on an as needed basis.

Very truly yours,

Jonathan C. Pera, P.E.  
County Engineer

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

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200250

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Dir. Pasquale "Pat" Lepore  
Assad R. Akhter  
John W. Bartlett  
Theodore O. Best, Jr.  
Terry Duffy  
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401 Grand Street  
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Anthony J. De Nova III  
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## Public Meeting (Board Meeting)

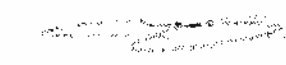
Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION FOR AWARD OF CONTRACT TO T. SLACK ENVIRONMENTAL SERVICES, INC. FOR INSTALLATION OF A NEW ABOVE GROUND STORAGE TANK (AST) FUEL DEPOT AT THE NEW DEPARTMENT OF PUBLIC WORKS FACILITY AT 1310 ROUTE 23 NORTH IN THE TOWNSHIP OF WAYNE, NEW JERSEY, N.J.S.A. 40A:11-12, ET SEQ., 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:  
  
Matthew P. Jordan, Esq.  
COUNTY COUNSEL  
Public Works  
COMMITTEE NAME

Official Resolution#	R20200251							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-39							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION FOR AWARD OF CONTRACT TO T. SLACK ENVIRONMENTAL SERVICES, INC. FOR INSTALLATION OF A NEW ABOVE GROUND STORAGE TANK (AST) FUEL DEPOT AT THE NEW DEPARTMENT OF PUBLIC WORKS FACILITY AT 1310 ROUTE 23 NORTH IN THE TOWNSHIP OF WAYNE, NEW JERSEY, N.J.S.A. 40A:11-12, *ET SEQ.***

**WHEREAS**, the County of Passaic (hereafter "County") requested proposals for the installation of a new above ground storage tank (AST) fuel depot in connection with the New Department of Public Works Facility Project at 1310 Route 23 North in the Township of Wayne, NJ; and

**WHEREAS** pursuant to N.J.S.A. 40A:11-12, *et seq.*, the County may without advertising for bids purchase goods or services under any contract or contracts for such goods or service entered into on behalf of the State by the Division of Purchase and Property in the Department of Treasury; and

**WHEREAS**, the scope of the work includes the installation of two (2) 15,000 gallon AST's, four (4) fuel dispensers, concrete pad, canopy and all other components for the new fuel depot, as more fully explained in the February 27, 2020 letter from the County Engineer attached hereto and made part hereof; and

**WHEREAS**, T. Slack Environmental Services of Kenilworth, New Jersey holds a State Contract (#A42266) for these types of services; and

**WHEREAS**, said T. Slack has submitted a proposal dated February 21, 2020 for the sum of \$616,043.98 (copy of proposal attached hereto and made a part hereof); and

**WHEREAS**, this matter was discussed via e-mail on February 26, 2020 by the Public Works Committee and is being recommended to the Passaic County Board of Chosen Freeholders for approval.

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

**NOW, THEREFORE, LET IT BE RESOLVED**, by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes an award of contract to T. Slack Environmental Services of Kenilworth, New Jersey in the amount of \$616,043.98 for the installation of two (2) 15,000 gallon AST's, four (4) fuel dispensers, concrete pad, canopy and all other components for the new fuel depot, to be installed at the New Department of Public Works Facility Project, 1310 Route 23 North in the Township of Wayne, NJ pursuant to its proposal and applicable State Contract.

**LET IT BE 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.

NA:dmp

March 10, 2020

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200251

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$616,043.98

APPROPRIATION: 0-01-44-900-003-001

PURPOSE: Resolution for award of contract to T. Slack  
Environmental Services, Inc.

  
Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr





# County of Passaic

Administration Building

401 Grand Street • Paterson, New Jersey 07505-2023

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Jonathan C. Pera, P.E.  
County Engineer

TEL: (973) 881-4456

FAX: (973) 742-3936

TDD: (973) 279-9786

February 27, 2020

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

RE: New Department of Public Works Facility  
1310 Route 23 North  
Township of Wayne, Passaic County  
**AWARD FOR INSTALLATION OF NEW ABOVE GROUND FUEL DEPOT**

Dear Members of the Board:

The County of Passaic requested proposals for the installation of a new above ground storage tank (AST) fuel depot, to be installed at the New Department of Public Works Facility project in the Township of Wayne. The scope of services is for the installation of two (2) 15,000 gallon ASTs, four (4) fuel dispensers, concrete pad, canopy and all other components for the new fuel depot.

Proposals were received from T. Slack Environmental Services, of Kenilworth, New Jersey, in the total amount of \$616,043.98, for the supply and installation of the new fuel depot. All pricing is based upon NJ State Contract #A42266.

This matter was discussed by the Public Works Committee on February 26, 2020 and an award of contract to T. Slack Environmental Services 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 T. Slack Environmental Services, in the amount of \$616,043.98 for the installation of two (2) 15,000 gallon ASTs, four (4) fuel dispensers, concrete pad, canopy and all other components for the new fuel depot, to be installed at the New Department of Public Works Facility project in the Township of Wayne, subject to the availability of funds.

Very truly yours,

Jonathan Pera, P.E.  
County Engineer

Enclosure

/nam

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

Introduced to County Council March 10, 2020  
Adopted by County Council March 10, 2020  
Official Resolution#: R20200251

NJDEP  
UST CERTIFICATION PROGRAM  
#US00334

NJ BUSINESS REGISTRATION  
#0106912



**T. SLACK**  
**ENVIRONMENTAL SERVICES**

February 21, 2020

Barry Feinberg, Detective/Captain (Ret.)  
Kenneth A. Simpson, Supervisor of Roads  
County of Passaic  
307 Pennsylvania Avenue  
Paterson, NJ 07503

Phone: 973-881-4500 (Ofc)  
Cell: 201-390-8008 (B. Feinberg)  
Cell: 973-703-0124 (K. Simpson)  
E-Mail: [BSF56@aol.com](mailto:BSF56@aol.com)  
[kenneths@passaiccountynj.org](mailto:kenneths@passaiccountynj.org)

Job Scope: AST Fueling Station Equipment  
Job Site: Passaic County Para Transit  
Proposal No. TS-15306 Revision 3

Dear Det. Feinberg & Mr. Simpson,

T. Slack Environmental Services, Inc. is pleased to submit the following proposal for your review. Equipment pricing is from our County Co-op contract and the installation pricing is from our NJ State Contract #A42266.

**Scope of Work:** T. Slack Environmental Services will furnish and install a new AST Fueling Station at the new Para Transit site in Wayne, NJ.

ITEM DESCRIPTION	QTY	UNIT	RATE	LINE TOTAL
<b><u>New 15,000 Gallon Fueling AST System</u></b>				
15,000 Gallon Fireguard Tank, Includes:	2	Each	\$69,955.00	\$139,910.00
* 2" / 4" / 6" Fittings Package				
* E-Vent Fittings & E-Vent Package				
* Unleaded Gasoline Tank Decal Package				
* Diesel Tank Decal Package				
<b><u>Remote Fill and Tank-Top Equipment Package</u></b>				
2" Slip-On Vent	1	Each	\$32.08	\$32.08
2" Pressure Vacuum T/O 3" WC Pres 8" WC VAC "EVR" Vent	1	Each	\$385.00	\$385.00

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200251

180 MARKET STREET, KENILWORTH, NEW JERSEY 07033

PHONE: 908.964.5360 • FAX: 908.964.4244 • E-MAIL ADDRESS: TSLACKENV@COMCAST.NET

NJDEP  
UST CERTIFICATION PROGRAM  
#US00334



NJ BUSINESS REGISTRATION  
#0106912

ITEM DESCRIPTION	QTY	UNIT	RATE	LINE TOTAL
AST Mechanical Tank Gauge	2	Each	\$631.65	\$1,263.30
2" X8' Drop Tube Commodity Code 830-69-086783	2	Each	\$59.02	\$118.04
15 Gallon Aboveground Stainless Steel Remote Fill Station, Diesel, to include; * 15 Gallon Containment * 3" Rear Outlet Pipe Entry Fitting * Bottom Drain Outlet with Valve * Adjustable Leg Supports	1	Each	\$3,678.16	\$3,678.16
15 Gallon Aboveground Stainless Steel Remote Fill Station, Gasoline, to include; * 30 Gallon Containment * Two 3" Rear Outlet Pipe Entry Fitting * Bottom Drain Outlet with Valve * Adjustable Leg Supports	1	Each	\$4,475.15	\$4,475.15
3" Dust Cap	2	Each	\$48.25	\$96.50
3" KamvaioK Adaptor	2	Each	\$466.30	\$932.60
3" Full Port Brass Ball Valve	2	Each	\$432.95	\$865.90
3" Bronze Swing Check Valve	2	Each	\$635.80	\$1,271.60
3" Overfill Prev. Valve Cyl Float	2	Each	\$1,510.70	\$3,021.40
3" X 12' Drop Tube	2	Each	\$234.95	\$469.90
4" EVR Vapor Cap	1	Each	\$52.72	\$52.72
Vapor Check Valve 3" Adapter	1	Each	\$174.53	\$174.53
Pump, 3/4 HP, VL2-Adjustable, 12" Riser	4	Each	\$1,918.00	\$7,672.00
STP-CBS Control Box	4	Each	\$168.00	\$672.00
Solenoid Valve, 1-1/2" Explosion Proof	4	Each	\$844.60	\$3,378.40
1.5" Flex Conn. MIS X M - 12" Long	4	Each	\$251.56	\$1,006.24
Valve, 1/2" Thermal Pressure Relief	4	Each	\$142.25	\$569.00
Ball Valve, 1-1/2" Full Port Brass	4	Each	\$76.25	\$305.00
<b>Dispenser Equipment Package</b>				
1 Hose/1 Product Electronic Dispenser, Includes: * Unleaded Branding Panel * Diesel Branding Panel * Front Load Nozzle Boot * <small>Introduced on: March 10, 2020</small> * <small>Adopted on: March 10, 2020</small> Filter Kit (Unleaded)	4	Each	\$5,448.00	\$21,792.00

Official Resolution#: R20200251

NJDEP  
UST CERTIFICATION PROGRAM  
#US00334



NJ BUSINESS REGISTRATION  
#0106912

ITEM DESCRIPTION	QTY	UNIT	RATE	LINE TOTAL
<b><u>Dispenser Equipment Package (Cont'd)</u></b>				
* Internal Filter Kit #R18189-30 (Diesel)				
* Lighted Display				
* Electro/Mechanical Totalizers				
* Mechanical Pulse Output Interface Board				
* Stainless Steel Exterior Panels and Doors				
Dispenser Platform, Single Product	4	Each	\$1,601.60	\$6,406.40
Stabilizer Bar Kit	4	Each	\$81.06	\$324.24
2" Entry Boot	4	Each	\$67.18	\$268.72
1/2" - 3/4" - 1" Conduit Entry Boot Fitting	24	Each	\$51.99	\$1,247.76
1.5" Flex Conn MIS X M - 12" Long	4	Each	\$249.56	\$998.24
Shear Valve, 1-1/2" Male Top	4	Each	\$144.90	\$579.60
Hose Retractor w/1" Hose Bun & Base	2	Each	\$755.33	\$1,510.66
Hose, 3/4" x 20' Curb Pump, Cpld MXMS	2	Each	\$190.68	\$381.36
High Hose Retractor	2	Each	\$433.10	\$866.20
3/4" Hose Clamp	2	Each	\$11.15	\$22.30
Hose, 3/4" X 14' Curb Pump, Cpld MSXMS	2	Each	\$147.80	\$295.60
3/4" Breakaway Only, 300#, Non-Reattachable	4	Each	\$48.25	\$193.00
Hose, 3/4" X 12" Whip, Cpld MXMS	4	Each	\$51.88	\$207.52
3/4" Swivel	4	Each	\$43.55	\$174.20
Diesel Pressure Sensitive Nozzle, Green Handwarmer	2	Each	\$97.90	\$195.80
Unleaded Pressure Sensitive Nozzle, Black Handwarmer	2	Each	\$97.90	\$195.80
<b><u>New Fuel Management System Package</u></b>				
Island Prime 4-Hose Fuel Management System, Includes	1	Each	\$11,710.00	\$11,710.00
* Stainless Steel Pedestal Base				
* FMS Authorization with Wireless Connectivity				
Annual Software Support (1 Year)	1	Each	\$625.00	\$625.00
4-Hose ICR Reader Unit for Satellite Unit, Includes:	1	Each	\$8,713.00	\$8,713.00
* Stainless Steel Pedestal Base				
* FMS Authorization with Wireless Connectivity				
Gasboy Prime FMS Startup Services (1 - 8 Hr Day)	1	Each	\$900.00	\$900.00
* All Wiring to be installed prior to Technician arrival				
* Includes both new Fueling Dispensers & FMS Equipment				
Regulation with FMS, 2020				
Adopted on: March 10, 2020				
Official Resolution#: R20200251				

NJDEP  
UST CERTIFICATION PROGRAM  
#US00334



NJ BUSINESS REGISTRATION  
#0106912

ITEM DESCRIPTION	QTY	UNIT	RATE	LINE TOTAL
Gasboy Prime Local Site System Training (1 - 8 Hr Day)	1	Each	\$900.00	\$900.00
<b><u>New Tank Monitoring Equipment Package:</u></b>				
TLS4I Console, 12 Inputs Ethernet 7" Color LCD Display	1	Each	\$2,297.00	\$2,297.00
TIS4I Application Software	1	Each	\$1,570.00	\$1,570.00
External Printer, TLS4 Series Consoles (Epson TM-T88V)	1	Each	\$786.00	\$786.00
Wall Mounting Bracket for External Printer	1	Each	\$91.00	\$91.00
Probe, 4" Riser Cap and Ring Kit	2	Each	\$183.00	\$366.00
Probe, Inv. Only, Mag Plus, HGP w/Water Det.	2	Each	\$1,651.00	\$3,302.00
Float Kit, 4" Gasoline Mag Plus, Phase 2, 5' Cable	1	Each	\$478.00	\$478.00
Float Kit, 4" Diesel, Mag Plus Probe, 5' Cable	1	Each	\$312.00	\$312.00
Sensor, Cap & Adapter, 2" Interstitial	2	Each	\$138.00	\$276.00
Sensor, Interstitial Steel	2	Each	\$492.00	\$984.00
Sensor, Containment Sump, 12' Cable, 2-Wire	4	Each	\$278.00	\$1,112.00
Overfill Alarm Box	1	Each	\$700.00	\$700.00
Overfill Alarm Acknowledgement Switch/Reset	1	Each	\$446.00	\$446.00
Start-Up	1	Each	\$900.00	\$900.00
* All Wiring to be installed prior to Technician arrival				
* Includes both new Fueling Dispensers & FMS Equipment Registrations with Factory				
<b><u>400 Gal. DEF Dispensing Systems</u></b>				
Titan 400 Gallon DEF Dispensing System; to include:	2	Each	\$7,440.00	\$14,880.00
* 400 Gallon Tank				
* 115V Pump Unit with Pulse Meter				
* 25' Hose Reel, Hose and Stainless Steel Auto Nozzle				
* 400 Heater & Controller				
* Lockable Hinged Lid				
Site Specific Fueling Site Code Signs & Decals	1	Each	\$600.00	\$600.00
20 Gallon Emergency Spill Response Kit	2	Each	\$167.41	\$334.82
7" X 72" Yellow Bollard Cover with Red Reflective Tape	40	Each	\$63.71	\$2,548.40

**Canopy**

Custom Rectangular Canopy 38'W X 40'L X 16' Structure 1 Each \$42,675.00 \$42,675.00

\* Four (4) Steel Columns

\* 36" High New ACM Fascia and Trim Package - White Fascia Only

\* 16" Wide/20 ga. Smooth White New Decking/Flat Decking

\* Internal Drainage System:

Introduced on: March 10, 2020

Adopted on: March 10, 2020

Official Resolution#: R20200251

NJDEP  
UST CERTIFICATION PROGRAM  
#US00334



NJ BUSINESS REGISTRATION  
#0106912

ITEM DESCRIPTION	QTY	UNIT	RATE	LINE TOTAL
Custom Rectangular 38'W X 40'L X 16' Off Grade Installation	1	Each	\$39,995.00	\$39,995.00
13,100 Lumen LED Canopy Light - White	8	Each	\$250.00	\$2,000.00
Dumpster	1	Each	\$950.00	\$950.00
				\$346,460.14

**COST: \$346,460.14**

**THIS QUOTE IS VALID FOR 60 DAYS**

**NOTE:** If signed/sealed engineered drawings are required, an additional cost will be incurred.

**PAYMENT TERMS:** Progressive Invoicing

**DISPUTES:** Any dispute or disagreement which cannot be resolved by the parties and any controversy, claim or dispute otherwise arising out of or in connection with this agreement, or the breach thereof, or otherwise arising from the project, shall be settled under the rules of the American Arbitration Association. Arbitration proceedings shall be held in Kenilworth, New Jersey, USA, or such other place as is mutually acceptable to both parties. The award in any arbitration proceeding shall be final and binding upon all parties and judgment thereon may be entered in any court of competent jurisdiction upon application of either of the parties. In the event T. Slack Environmental Services, Inc. shall be required to institute litigation and/or arbitration proceedings to enforce the terms of this agreement, or any such matters are placed in the hands of an attorney, T. Slack Environmental Services, Inc. shall be entitled to reimbursement of reasonable attorney's fees, interest and all costs of suit and/or arbitration proceedings.

If this proposal is acceptable, please sign and return the signatory sheet attached. If you have any questions or comments regarding this proposal, please feel free to contact me at (908) 964-5360. Thank you for considering T. SLACK ENVIRONMENTAL SERVICES, INC. to assist you in your environmental needs.

Sincerely,

Vincent D. Alessandro  
Operations Manager

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200251

NJDEP  
UST CERTIFICATION PROGRAM  
#US00334

NJ BUSINESS REGISTRATION  
#0106912

**T**  
**SLACK**  
**ENVIRONMENTAL SERVICES**

February 21, 2020

Nordan Murphy, P.E., P.P., C.M.E.  
County of Passaic  
401 Grand Street, Room 524  
Paterson, NJ 07505

Phone: 973-225-5398  
Cell: 973-617-7187  
Fax: 973-742-3936  
E-Mail: nordanm@passaiccountynj.org

Job Scope: Installation of Two (2) New 15,000 Gallon Fireguard ASTs  
Job Site: Passaic Para Transit, Wayne  
Proposal No. TS-15219 Revision 2

Dear Mr. Murphy,

T. Slack Environmental Services, Inc. is pleased to submit the following proposal for your review.  
Pricing is from our NJ State Contract #A42266.

**Scope of Work:** T. Slack Environmental Services will install two (2) 15,000 gallon Fireguard above-ground storage tank, new fueling island, canopy with footings, double-wall piping, sumps, dispensers, electric and engineered sealed drawings. DEF pump and tank on island.

ITEM #	ITEM DESCRIPTION	QTY	UNIT	RATE	LINE TOTAL
00015	Crahe & Operator (S/T) Commodity Code 830-69-086768	24	Hours	\$285.00	\$6,840.00
00018	Backhoe & Operator (S/T) Commodity Code 830-69-086771	80	Hours	\$125.00	\$10,000.00
00021	Electrician (S/T) Commodity Code 830-69-086774	400	Hours	\$97.00	\$38,800.00
00024	Plumber (S/T) Commodity Code 830-69-086777	360	Hours	\$92.00	\$33,120.00
00027	Welder (S/T) Commodity Code 830-69-086780	16	Hours	\$80.00	\$1,280.00

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200251

180 MARKET STREET, KENILWORTH, NEW JERSEY 07033

PHONE: 908.964.5360 • FAX: 908.964.4244 • E-MAIL ADDRESS: TSLACKENV@COMCAST.NET

NJDEP  
UST CERTIFICATION PROGRAM  
#US00334

**SLACK**  
ENVIRONMENTAL SERVICES

NJ BUSINESS REGISTRATION  
#0106912

ITEM #	ITEM DESCRIPTION	QTY	UNIT	RATE	LINE TOTAL
00030	Laborers (S/T)	720	Hours	\$70.00	\$50,400.00
	Commodity Code 830-69-086783				

**Commodity Code 830-69-089792**

00035	Polyethylene	2	Rolls	\$125.00	\$250.00
00035	Hay Bales	30	Bales	\$15.00	\$450.00
00035	Asphalt Disposal	2	Loads	\$500.00	\$1,000.00
00035	4000 PSI Concrete	160	Cu. Yds.	\$150.00	\$24,000.00
00035	3/4" Clean Stone	200	Tons	\$35.00	\$7,000.00
00035	Rebar & Chairs	8500	Lbs.	\$1.00	\$8,500.00
00035	2"x12" Forms	275	Lin. Ft.	\$4.00	\$1,100.00
00035	2" Galvanized Steel Pipe	150	Lin. Ft.	\$8.15	\$1,222.50
00035	2" Galvanized Steel Elbows	24	Each	\$16.70	\$400.80
00035	2" Galvanized Steel Unions	8	Each	\$22.75	\$182.00
00035	4" Galvanized Steel Risers	8	Each	\$95.00	\$760.00
00035	2" Conduit	300	Lin. Ft.	\$7.50	\$2,250.00
00035	2" 90° Elbow	4	Each	\$46.80	\$187.20
00035	2" Couplings	8	Each	\$6.90	\$55.20
00035	2" Explosion-Proof EY Seals	4	Each	\$196.42	\$785.68
00035	2"x8" Nipples	8	Each	\$24.00	\$192.00
00035	2" Cap Bushings	8	Each	\$5.55	\$44.40
00035	3/4" Conduit	450	Lin. Ft.	\$2.35	\$1,057.50
00035	3/4" Explosion Proof Boxes	6	Each	\$61.35	\$368.10
00035	3/4" Explosion-Proof EY Seals	30	Each	\$16.85	\$505.50
00035	3/4" 90° Explosion-Proof Elbows	12	Each	\$14.40	\$172.80
00035	3/4" Explosion-Proof Female Unions	30	Each	\$12.82	\$384.60
00035	Wiring Trough	2	Each	\$70.17	\$140.34
00035	THHN 10 Gauge Wire	6	Each	\$205.87	\$1,235.22
00035	THHN 12 Gauge Wire	10	Each	\$145.60	\$1,456.00
00035	6" x 7' Bollards	40	Each	\$350.00	\$14,000.00
00035	Bollard Sleeves - Safety Yellow	40	Each	\$75.00	\$3,000.00
00035	4" PVC Canopy Drains	200	Lin. Ft.	\$20.00	\$4,000.00
00035	Canopy Footings	6	Each	\$2,000.00	\$12,000.00
00035	Belden Shielded Cable	4	Each	\$513.50	\$2,054.00
00035			Lump		
00035	Uni-strut & Clamps	1	Sum	\$250.00	\$250.00
00035	Asphalt Restoration	20	Tons	\$165.00	\$3,300.00

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200251



NJDEP  
UST CERTIFICATION PROGRAM  
#US00334

**T**  
**SLACK**  
ENVIRONMENTAL SERVICES

NJ BUSINESS REGISTRATION:  
#0106912

ITEM #	ITEM DESCRIPTION	QTY	UNIT	RATE	LINE TOTAL
00035	Engineered Drawings* *Include site layout, concrete, electric and plumbing details, air permitting and SPCC Plan	1	Set	\$19,050.00	\$19,050.00
00035	Spill Kits - 20 Gallon	2	Each	\$295.00	\$590.00
00035	Fire Extinguisher & Cabinet	2	Each	\$225.00	\$450.00
<b>Commodity Code 830-69-089792</b>					
00036	Tandem Truck	7	Days	\$750.00	\$5,250.00
00036	Road cutting saw	3	Days	\$375.00	\$1,125.00
00036	Vibratory compactor	5	Days	\$165.00	\$825.00
00036	Excavator	4	Days	\$1,500.00	\$6,000.00
00036	Low-Boy Trucking	2	Days	\$1,200.00	\$2,400.00
00036	Welding machine	2	Days	\$250.00	\$500.00
00036	Asphalt roller	2	Days	\$325.00	\$650.00
<b>Total</b>					<b>\$269,583.84</b>

**Note:** All excavated soil will be stockpiled & covered on site until sampled & tested, by others. Once test results are received, a quote to properly dispose of the soil will be given to the owner for approval.

**COST: \$269,583.84**

**THIS QUOTE IS VALID FOR 60 DAYS**

**SCHEDULING:** Project can be initiated within five (5) working days.

**PAYMENT TERMS:** Progressive Invoicing.

**DISPUTES:** Any dispute or disagreement which cannot be resolved by the parties and any controversy, claim or dispute otherwise arising out of or in connection with this agreement, or the breach thereof, or otherwise arising from the project, shall be settled under the rules of the American Arbitration Association. Arbitration proceedings shall be held in Kenilworth, New Jersey, USA, or such other place as is mutually acceptable to both parties. The award in any arbitration proceeding shall be final and binding upon all parties and judgment thereon may be entered in any court of competent jurisdiction upon application of either of the parties. In the event T. Slack Environmental Services, Inc. shall be required to institute litigation and/or arbitration proceedings to enforce the terms of this agreement, or any such matters are placed in the hands of an attorney, T. Slack Environmental Services, Inc. shall be entitled to reimbursement of reasonable attorney's fees, interest and all costs of suit and/or arbitration proceedings.

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200251



## County of Passaic

Administration Building

401 Grand Street • Paterson, New Jersey 07505-2023

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Jonathan C. Pera, P.E.  
County Engineer

TEL: (973) 881-4456

FAX: (973) 742-3936

TDD: (973) 279-9786

February 27, 2020

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

RE: New Department of Public Works Facility  
1310 Route 23 North  
Township of Wayne, Passaic County  
**AWARD FOR INSTALLATION OF NEW ABOVE GROUND FUEL DEPOT**

Dear Members of the Board:

The County of Passaic requested proposals for the installation of a new above ground storage tank (AST) fuel depot, to be installed at the New Department of Public Works Facility project in the Township of Wayne. The scope of services is for the installation of two (2) 15,000 gallon ASTs, four (4) fuel dispensers, concrete pad, canopy and all other components for the new fuel depot.

Proposals were received from T. Slack Environmental Services, of Kenilworth, New Jersey, in the total amount of \$616,043.98, for the supply and installation of the new fuel depot. All pricing is based upon NJ State Contract #A42266.

This matter was discussed by the Public Works Committee on February 26, 2020 and an award of contract to T. Slack Environmental Services 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 T. Slack Environmental Services, in the amount of \$616,043.98 for the installation of two (2) 15,000 gallon ASTs, four (4) fuel dispensers, concrete pad, canopy and all other components for the new fuel depot, to be installed at the New Department of Public Works Facility project in the Township of Wayne, subject to the availability of funds.

Very truly yours,

Jonathan Pera, P.E.  
County Engineer

Enclosure

/nam

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

Introduced to County Council March 10, 2020  
Adopted by County Council March 10, 2020  
Official Resolution#: R20200251

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

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

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



## Public Meeting (Board Meeting)

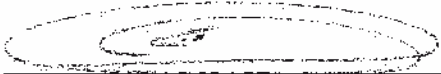
Date: Mar 10, 2020 - 5:30 PM

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

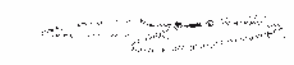
Agenda: RESOLUTION AUTHORIZING THE AWARD OF CONTRACT TO ATLAS NORTH AMERICA, MARINE SONIC TECHNOLOGY FOR THE PURCHASE OF TWO (2) SIDE SONAR UNITS FOR THE PASSAIC COUNTY SHERIFF'S DEPARTMENT PURSUANT TO N.J.S.A. 40A:11-4, ET SEQ. AND AS PER BID SB-20-011, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
SHERIFF'S DEPT

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Law and Public Safety  
COMMITTEE NAME

Official Resolution#	R20200252							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-40							
CAF #								
Purchase Req. #	R0-01567							
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓		✓		✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACT TO ATLAS NORTH AMERICA, MARINE SONIC TECHNOLOGY FOR THE PURCHASE OF TWO (2) SIDE SONAR UNITS FOR THE PASSAIC COUNTY SHERIFF'S DEPARTMENT PURSUANT TO N.J.S.A. 40A:11-4, ET SEQ. AND AS PER BID SB-20-011**

**WHEREAS**, there exists a need for Side Sonar Units, with accessories, for the Passaic County Sheriff's Department; and

**WHEREAS**, the County of Passaic issued a public solicitation to qualified vendors for Bid SB-20-011 for the Passaic County Sheriff's Two (2) Side Sonar Units with accessories, 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 February 20, 2020 pursuant to N.J.S.A. 40A: 11-1 et. seq., and it is being recommended that the Passaic County Board of Chosen Freeholders (hereafter "Board") award a contract to Atlas North America, Marine Sonic Technology; and

**WHEREAS**, the contract period will be from February 1, 2020 through January 31, 2021 for a total estimated award of \$79,990.00; and

**WHEREAS**, Atlas North America, Marine Sonic Technology is willing to provide these goods and services to the registered members of Passaic County Cooperative Pricing System #38-PCCP; and

**WHEREAS**, a certification of funds executed by the County's Chief Financial Officer is attached to this resolution, attesting to the availability of funds to award the contract described herein; and

**WHEREAS**, this matter was discussed at the March 3, 2020 meeting of the Law and Public Safety Committee, and is being recommended to the "Board" for approval;

**NOW, THEREFORE, LET IT BE RESOLVED**, by the Board of Chosen Freeholders of the County of Passaic that pursuant to N.J.S.A. 40A: 11-4, et seq., an award of contract is authorized to Atlas North America, Marine Sonic Technology for two (2) Side Sonar Units, with accessories, for the Passaic County Sheriff's Department, for an estimated cost of \$79,990.00; and

**LET IT BE 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.

KM:czb

Dated: March 10, 2020

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$79,990.00

APPROPRIATION: T-22-56-850-012-803

PURPOSE: Resolution authorizing the award of contract to Atlas North America.

  
Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr

# PASSAIC COUNTY SHERIFF'S OFFICE

*Sheriff Richard H. Berdnik*

Undersheriff Joseph C. Dennis  
Undersheriff Mario Recinos  
Undersheriff Daryl Walton  
Undersheriff Nart Hapatsha

---



Chief George Rosenthal  
Chief Thomas Adamo  
Warden Michael Tolerico, CPM, CJM

---

TO: Sherry Arvanitakis

SUBJECT: Two Side Sonar Units (SB-20-011)

FROM: Gary F. Giardina

DATE: February 24, 2020

The Sheriff's Office recommends that the 2020 bid for two side sonar units for Sheriff Office Scuba Unit be awarded to Atlas North America/ Marine Sonic. They were the lowest bidder and met specifications on SB-20-011.

Thank You,

A handwritten signature in cursive script that reads "Gary F. Giardina".

Gary F. Giardina  
Business Administrator

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

401 Grand Street  
Paterson, New Jersey 07505

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

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

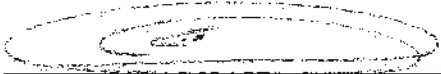
Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE AWARD OF CONTRACT TO INTERSTATE HAY FOR HORSE FEED AND BEDDING SUPPLIES FOR THE PASSAIC COUNTY SHERIFF'S DEPARTMENT MOUNTED UNIT FOR THE PERIOD OF FEBRUARY 1, 2020 THROUGH JANUARY 31, 2021, PURSUANT TO N.J.S.A. 40A:11-4, ET SEQ. AND AS PER BID SB-20-010, ALL AS NOTED IN THE RESOLUTION.

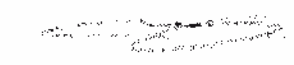
THIS RESOLUTION WAS REQUESTED BY:

SHERIFF'S DEPT

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Law and Public Safety  
COMMITTEE NAME

Official Resolution#	R20200253							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-41							
CAF #								
Purchase Req. #	R0-01544							
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓		✓		✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACT TO INTERSTATE HAY FOR HORSE FEED AND BEDDING SUPPLIES FOR THE PASSAIC COUNTY SHERIFF'S DEPARTMENT MOUNTED UNIT FOR THE PERIOD OF FEBRUARY 1, 2020 THROUGH JANUARY 31, 2021, PURSUANT TO N.J.S.A. 40A:11-4, ET SEQ. AND AS PER BID SB-20-010**

**WHEREAS**, there exists a need for Horse Feed and Bedding Supplies for the Passaic County Sheriff's Department Mounted Unit; and

**WHEREAS**, the County of Passaic issued a public solicitation to qualified vendors for Bid SB-20-010 for the Passaic County Sheriff's Department Mounted Unit Horse Feed and Bedding Supplies 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 February 13, 2020 pursuant to N.J.S.A. 40A: 11-1 et. seq., and it is being recommended that the Passaic County Board of Chosen Freeholders (hereafter "Board") award a contract to Interstate Hay; and

**WHEREAS**, the contract period will be from February 1, 2020 through January 31, 2021 for a total estimated award of \$41,801.75, with purchases to be made on an as-needed basis; and

**WHEREAS**, Interstate Hay is willing to provide these goods and services to the registered members of Passaic County Cooperative Pricing System #38-PCCP; and

**WHEREAS**, a certification of funds executed by the County's Chief Financial Officer is attached to this resolution, attesting to the availability of funds to award the contract described herein; and

**WHEREAS**, this matter was discussed at the March 3, 2020 meeting of the Law and Public Safety Committee, and is being recommended to the "Board" for approval;

**NOW, THEREFORE, LET IT BE RESOLVED**, by the Board of Chosen Freeholders of the County of Passaic that pursuant to N.J.S.A. 40A: 11-4, et seq., an award of contract is authorized to Interstate Hay for horse feed and bedding supplies for the Passaic County Sheriff's Mounted Unit, with purchases made on an as-needed basis, for an estimated fee of \$41,801.75, in accordance with N.J.A.C. 5:30-11.10 (a) – open-ended contracts; and

**LET IT BE 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.

KM:czb

Dated: March 10, 2020



CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$41,801.75

APPROPRIATION: \$38,318.28 – 0-01-22-130-001-A02  
\$ 3,483.47 - \*Contingent upon 2021 budget.

PURPOSE: Resolution authorizing the award of contract to Interstate Hay for horse fee and bedding supplies on a needs basis from February 1, 2020 through January 31, 2021.

  
Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

Director Cassandra "Sandi" Lazzara  
Deputy Dir. Pasquale "Pat" Lepore  
Assad R. Akhter  
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## Public Meeting (Board Meeting)

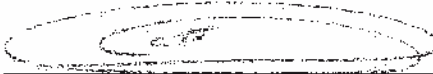
Date: Mar 10, 2020 - 5:30 PM

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


Agenda: RESOLUTION AUTHORIZING THE PASAIC COUNTY PROSECUTOR'S OFFICE TO ACCEPT FUNDING FROM THE 2020 NATIONAL CRIME VICTIMS' RIGHTS WEEK (NCVRW) COMMUNITY AWARENESS PROJECT (CAP), ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
PROSECUTOR'S OFFICE

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Law and Public Safety  
COMMITTEE NAME

Official Resolution#	R20200254							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-42							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING THE PASAIC COUNTY PROSECUTOR'S OFFICE TO ACCEPT FUNDING FROM THE 2020 NATIONAL CRIME VICTIMS' RIGHTS WEEK (NCVRW) COMMUNITY AWARENESS PROJECT (CAP)**

**WHEREAS**, the Passaic County Prosecutor's Office, a unit of the Passaic County government wishes to accept funding not to exceed \$5000.00 from the 2020 National Crime Victims' Rights Week (NCVRW) Community Awareness Project (CAP), Subaward Number CAP20-0093 for the period of February 24, 2020 through June 30, 2020; and

**WHEREAS**, the goals/purpose of the grant is to fund a community awareness project which will be held during National Crime Victims' Rights Week; and

**WHEREAS**, there is no in-kind match for the grant award of \$5,000.00 from the National Association of VOCA Administrators, Award Agreement Number CAP20-0093; and

**WHEREAS**, this matter was discussed at the March 3, 2020 meeting of the Law and Public Safety Committee and is being recommended to the Passaic County Board of Chosen Freeholders for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, that the Passaic County Board of Chosen Freeholders hereby authorize the Passaic County Prosecutor's Office to accept funding not to exceed \$5000.00 from the 2020 National Crime Victims' Rights Week Community Awareness Project; and

**LET IT BE FURTHER RESOLVED**, that the Passaic County, Freeholder Director, Clerk to the Board, County Administrator, County Counsel, Finance Director and all other necessary officers and employees including the Passaic County Prosecutor be and are hereby authorized to accept the Subaward and execute such other documents as are necessary to effectuate the purpose of this Resolution.

KM:czb

Dated: March 10, 2020

**From:** 2020 NCVRW CAP [mailto:cap@navaa.org]  
**Sent:** February 20, 2020  
**To:** Andrea Ramalho, Passaic County Prosecutor's Office  
**Subject:** 2020 NCVRW Community Awareness Project Award  
**Importance:** High

[Please confirm receipt by replying to this message.]

---

Dear Andrea:

We are pleased to inform you that your application for 2020 National Crime Victims' Rights Week (NCVRW) Community Awareness Project (CAP) funding has been recommended by the National Association of VOCA Assistance Administrators (NAVAA) and approved by the Office for Victims of Crime (OVC). Your project was selected after careful consideration of 262 applications based on its efforts to raise public awareness about crime victims' rights and services available in your community.

Subject to these conditions, NAVAA agrees to reimburse your project not to exceed \$5000. Attached is a signed copy of the NCVRW CAP Subgrant Award Agreement. Your agency's Subgrant Award Agreement number is CAP20-0093. **An authorized official of your agency must sign, date and return BOTH PAGES of the agreement within ten (10) working days.** The attached PDF copy of the agreement (filename "New Jersey - 93 - Subgrantee Agreement.pdf") can be electronically signed and submitted via email to [cap@navaa.org](mailto:cap@navaa.org) or printed out and mailed to NCVRW CAP, 1330 Kelley Road, Harrisburg, PA 17113 or faxed to (815) 301-8721. Be certain to retain a copy for your records.

Although your project has been approved for funding, it may still be necessary to make some changes to your project's activities or budget to conform to Federal rules and requirements. Project Director Rhonda Dean will contact you if any corrections, clarifications or modifications are needed.

To receive reimbursement for your approved expenses, your organization must implement your project in conjunction with National Crime Victims' Rights Week, April 19-25, 2020 and then submit an After-Action Report/Reimbursement Request (AAR). The AAR must be received by NAVAA **no later than Tuesday, June 30, 2020**. A fillable PDF copy of this form is attached so you can be prepared to collect the required information and submit a complete and accurate report.

Also attached is a NCVRW CAP Subgrantee Guide which summarizes major NCVRW CAP policies and procedures. The Guide was developed to help you meet program requirements and to avoid future problems. **Please be certain to read and retain the Subgrantee Guide.**

Please note that NAVAA will reimburse projects based on 1) actual expenditures as contained in the approved budgets (or as modified), 2) the guidelines related to this funding opportunity on the NCVRW Community Awareness Project Web site (<http://cap.navaa.org>), 3) the regulations set forth in the Office of Justice Programs' Financial Guide (<http://ojp.gov/financialguide/DOJ/>) and 4) other related rules or guidelines issued by the Department of Justice.

We realize your application is a proposal and you may find it necessary to make unanticipated modest changes to your plans, so you will have an opportunity to make changes to the approved strategy or budget. Changes must be requested **no later than Friday, March 31, 2020**. Please contact Rhonda Dean at [rhonda@navaa.org](mailto:rhonda@navaa.org) if you need to make any changes. You will need to submit a modification request (copy attached). Rhonda will contact you if additional information is needed and to let you know whether your revisions are approved.

To assist you in planning and implementing your Community Awareness Project, NAVAA will make available to you several technical assistance resources. These include a 90-minute interactive webinar presentation and a special NCVRW Community Awareness Project listserv. In addition, nationally known victim advocate Anne Seymour prepares a special series of technical assistance bulletins called, "CAP TIPS" that are distributed exclusively to this year's subgrantees (previous CAP TIPS are publicly available at [cap.navaa.org/captips.html](http://cap.navaa.org/captips.html)) and is available for individual project consultations. For technical assistance in planning your project, contact Anne at [annesey@atlantech.net](mailto:annesey@atlantech.net) and be sure to indicate you are a NCVRW CAP subgrantee.

**Introduced on:** March 10, 2020  
**Adopted on:** March 10, 2020  
**Official Resolution#:** R20200254

We have also set up a special section of the NCVRW CAP website just for this year's subgrantees that contain forms, documents, materials, information and web site links you will need for the administration of the subgrant award and to assist you in implementing your NCVRW project. To access these web pages, go to the main NCVRW CAP website <http://cap.navaa.org> and click on the "Subgrantees Only" link (or go directly to [cap.navaa.org/subs](http://cap.navaa.org/subs)) and enter:

username: 20ncvrw

password: VictimRights@2020

(these are case sensitive)

You will also be subscribed to the NCVRW CAP listserv to receive important email notices, reminders and information.

To help everyone get started, we have scheduled a webinar for all NCVRW CAP subgrantees for March 2, 2020 from 3:00 pm – 4:30 pm Eastern Time. We expect each subgrantee to have at least one person participate in the webinar; please feel free to invite others who will be working on your NCVRW CAP project to participate in the webinar. Advance registration for the webinar is required and a link will be emailed to the project contact. Once you register, you will receive email instructions on how to participate.

Also attached is a press release template you can use to publicize your agency's selection as a NCVRW CAP subgrantee.

Finally, OVC maintains a National Calendar of Crime Victim Assistance-Related Events, an online tool to help publicize related events. We encourage you to add your events, especially NCVRW events, to the Calendar by visiting <http://ovc.ncjrs.gov/ovccalendar>.

If you have any questions or concerns about your Community Awareness Project, please contact Project Director Rhonda Dean at [rhonda@navaa.org](mailto:rhonda@navaa.org).

Thank you for the work you do on behalf of crime victims in your community and for supporting National Crime Victims' Rights Week. We look forward to working with you for a successful 2020 NCVRW CAP project.

Sincerely,



Daisy Pagan  
Executive Director

Attachments:

- Subgrantee Guide
- Subgrant Award Agreement
- After-Action Report/Reimbursement Request
- Budget Modification Form
- Press Release template

**National Crime Victims' Rights Week Community Awareness Project  
Subgrant Award Agreement**

Subgrantee	Passaic County Prosecutor's Office 401 Grand Street Paterson, New Jersey		Subgrant Award No.	CAP20-0093
			Subgrant Award Amount	\$5000
DUNS #		Tax ID:		Indirect cost rate, if any
Start Date	February 24, 2020	End Date	June 30, 2020	

This agreement between the National Association of VOCA Assistance Administrators (NAVAA) and the above-named Subgrantee for funding of a National Crime Victims' Rights Week Community Awareness Project ("the project") under the National Crime Victims' Rights Week Community Awareness Project grant program (NCVRW CAP) is subject to the terms and conditions below:

1. This agreement is subject to all of the terms and conditions, including the availability of funding, awarded to NAVAA pursuant to Federal Award Identification Number (FAIN) 2018-V3-GX-K016 for the 2020 National Crime Victims' Rights Week Community Awareness Project awarded by the Office for Victims of Crime (OVC), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ).
  2. The Catalog of Federal Domestic Assistance (CFDA) number for this project is **16.582**.
  3. The Subgrantee shall perform the services and activities described in the application submitted under the NCVRW CAP grant program which shall be considered incorporated into this agreement, unless and to the extent any changes, revisions or modifications are approved or required by NAVAA. The Subgrantee agrees to immediately notify NAVAA of any circumstances that may cause the Subgrantee to be unable or unwilling to complete its obligations under this agreement.
  4. NAVAA shall reimburse the Subgrantee for the actual, reasonable and necessary costs incurred by the Subgrantee in connection with the project as contained in the Subgrantee's application, not to exceed the Subgrant Award Amount indicated above, unless and to the extent approved by NAVAA. All expenditures are subject to the requirements of the NCVRW CAP program and the regulations set forth in the current edition of DOJ's Grants Financial Guide (<http://ojp.gov/financialguide/DOJ/>), Part 200 Uniform Requirements (2 C.F.R. Part 200) as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 and such other Justice Department rules or guidelines as may be applicable.
  5. The Subgrantee understands and agrees that funding under this project is on a reimbursable basis. Advance payments may be permitted only in unusual circumstances for actual, documented and obligated expenses.
  6. The Subgrantee certifies that it is not suspended, excluded or debarred from receiving federal funding. **March 10, 2020**  
The Subgrantee shall not be eligible for any **March 10, 2020**  
**Official Resolution # R20200254**
- reimbursement unless it submits a complete, accurate, satisfactory and final After-Action Report/Reimbursement Request (AAR) to be received by NAVAA **no later than Friday, June 20, 2020**. The AAR shall be submitted on a form provided by NAVAA and shall, at a minimum, include:
- a. The dates and narrative description of the project as implemented.
  - b. An explanation for any unimplemented planned activities.
  - c. A list of major project co-sponsors and collaborative organizations and a brief description of their respective contributions to the project.
  - d. An enumeration of the type of public awareness events and activities conducted, materials produced and distributed and media contacts made.
  - e. Itemization of all speakers and related costs funded by the project.
  - f. To the extent available, indicators of the reach or impact of the project (e.g. number of people attending an event) and any discernible results.
  - g. Detailed itemization of requested reimbursable expenditures, including copies of source documentation of line items costing \$300 or more.
  - h. Documentation of actual project implementation (e.g. copies of news stories, photographs, press releases, etc.).
  - i. Comments and feedback on the NCVRW CAP program and suggestions to improve the program.
  - j. Such other information as may reasonably be requested by NAVAA and/or OVC.
8. **Indirect costs.** By entering an indirect cost rate on its application, the subgrantee certifies either 1) its eligibility or election under the Part 200 Uniform Requirements to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f) or 2) its current, unexpired federally approved indirect cost rate. Subgrantees electing to use the "de minimis" must comply with all associated requirements in the Part 200 Uniform Requirements. A subgrantee using a federally-approved indirect cost rate will, no later than **February**

- 28, 2020, submit a copy of its current, unexpired signed federally approved indirect cost agreement. The indirect cost rate, as indicated above, may be applied only to actual, final modified total direct costs (MTDC).
9. Program income must be approved in advance, reported separately on a form provided by NAVAA and used in accordance with the provision of Part 200 Uniform Requirements
  10. The Subgrantee agrees to retain for a period of at least three years from the end of the project period or any subsequent audit, investigation or inquiry related to this project and to make available on request to NAVAA, its agents or authorized agents of the U.S. Government all records and financial statements, including adequate documentation of all expenditures and obligations made under this agreement.
  11. To the extent permitted by law, the Subgrantee agrees to protect, indemnify, defend and hold harmless NAVAA, its officers, directors, employees and agents, against all claims, losses or damages to persons or property, governmental charges or fines, and costs (including reasonable attorney's fees), arising out of or in connection with the activities or events funded under this agreement except those claims arising out of the sole negligence or willful misconduct of the NAVAA.
  12. The Subgrantee shall not use or permit the use of the logo of the U.S. Department of Justice, Office of Justice Programs, Office for Victims of Crime except on materials that have received prior approval from OVC.
  13. The Subgrantee agrees that any project activity or event that involves the identification of an individual crime victim(s) must have the victim's or, in the event of a death, a family member's informed consent.
  14. The Subgrantee acknowledges that NAVAA and OVC reserve a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) the copyright in any work developed under this subgrant; and (2) any rights of copyright to which a subgrantee purchases ownership with Federal support. The Subgrantee acknowledges that NAVAA and the Office of Justice Programs have the right to: (1) obtain, reproduce, publish, or otherwise use the data first produced under this subgrant; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes.
  15. Any product developed under this award shall contain the following statement: "*This \_\_\_\_\_ was supported by a National Crime Victims' Rights Week Community Awareness Project subgrant awarded by the National Association of VOCA Assistance Administrators under cooperative agreement number 2018-V3-GX-K016 awarded by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice.*"
  16. The Subgrantee will comply with all applicable requirements (including reporting allegations) pertaining to prohibited conduct related to the trafficking of persons as posted on the OJP website at <http://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm>.
  17. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Subgrantee is encouraged to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this subgrant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
  18. The Subgrantee agrees to submit any print or electronic promotional materials concerning funded projects that are intended for public dissemination to NAVAA for review seven (7) working days in advance of release. This includes but is not limited to: fact sheets, newsletters, press releases, Web-based materials, listserv announcements, brochures, and billboards.
  19. The Subgrantee understands and agrees that subgrant funds may not be used to discriminate against or denigrate the religious or moral beliefs of students who participate in programs for which financial assistance is provided from these funds, or of the parents or legal guardians of such students.
  20. The Subgrantee agrees to comply with DOJ regulations pertaining to civil rights and nondiscrimination (28 C.F.R. Parts 42, 38 and 54).
  21. The Subgrantee agrees to promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either submitted a false claim for grant funds under the False Claims Act or committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds.
  22. The Subgrantee certifies that it shall not use Federal funds at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification or adoption of any law, regulation, or policy, at any level of government and shall comply with restrictions on lobbying as codified at 28 C.F.R. Part 69.
  23. The Subgrantee certifies that it does not require and has not required internal confidentiality agreements or statements from employees or contractors that prohibit or otherwise restrict employees or contractors from reporting waste, fraud, or abuse.
  24. The Subgrantee shall not assign any of its rights or obligations under this agreement, or delegate the performance of any of its duties hereunder, without the prior consent of the NAVAA.

I have read and fully understand this agreement and agree to abide by the terms and conditions thereof and certify that I am authorized to enter into this agreement.

On behalf of:  
National Association of VOCA  
Assistance Administrators (NAVAA):

On behalf of:

*Daisy Pagan*



Signature

Signature\*

Daisy Pagan

Type or Print Name of Authorized Official

Type or Print Name of Authorized Official

Executive Director

Title

Title

February 10 2020

Date

Date

**\*Electronic Signature** – In accordance with federal law, by entering the printed name, title and date and clicking the above box to mark it with an "X," the Authorized Representative certifies this document to be true and accurate to the same degree as a handwritten signature.

[NOTE: Return **BOTH PAGES** to NCVRW CAP by email to: [cap@navaa.org](mailto:cap@navaa.org) (click "Save & Email" below); fax to: 815-301-8721; or mail to: NAVAA, 1330 Kelley Road, Harrisburg, PA 17113]]



# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

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

Anthony J. De Nova III  
Administrator

Matthew P. Jordan, Esq.  
County Counsel

Louis E. Imhof, III, RMC  
Clerk Of The Board



## Public Meeting (Board Meeting)

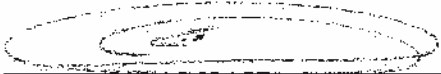
Date: Mar 10, 2020 - 5:30 PM

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

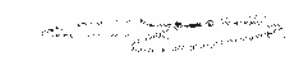
Agenda: RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR CASE MANAGEMENT SERVICES FOR THE PASSAIC COUNTY PROSECUTOR'S OFFICE TO MORRIS COUNTY PREVENTION IS KEY, INC, PURSUANT TO N.J.S.A. 40A:11-4.1, ET SEQ., ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
PROSECUTOR'S OFFICE

REVIEWED BY:

  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

  
Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Law and Public Safety  
COMMITTEE NAME

Official Resolution#	R20200255							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-43							
CAF #								
Purchase Req. #	R0-01615							
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓		✓		✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR CASE  
MANAGEMENT SERVICES FOR THE PASSAIC COUNTY PROSECUTOR'S OFFICE  
TO MORRIS COUNTY PREVENTION IS KEY, INC,  
PURSUANT TO N.J.S.A. 40A:11-4.1, ET SEQ.**

**WHEREAS**, the Passaic County Prosecutor's Office (hereafter "PCPO") desires to enter into a contract with Morris County Prevention is Key, Inc. for Case Management Services pursuant to RFP # 20-002, dated December 27, 2019 for the term February 1, 2020 through August 31, 2020 for the sum of \$50,000.00; and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, the County's request for proposals pursuant to N.J.S.A. 40A:11-4.1 et seq is a fair and open process, is publicly advertised, awarded under a process that provides for public solicitation of proposals, established the basis of an award and disclosure process documented in writing prior to any solicitation, and is publicly opened and announced when awarded; and

**WHEREAS**, the County issued RFP-20-002 seeking proposals from qualified respondents to provide case management services for the "PCPO", and on December 27, 2019, two responses were unsealed; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4.4(a), a review committee was convened to evaluate the proposals and a memorandum dated February 24, 2020 was drafted based on the evaluation and ranking of same pursuant to N.J.S.A. 40A:11-4.4, *et seq.*, which is appended to and made part of this resolution; and

**WHEREAS**, pursuant to the review committee's evaluation and memorandum, Morris County Prevention is Key, Inc. was the highest ranked respondent, and a recommendation was made by same to award RFP-20-002 to Morris County Prevention is Key, Inc.; and.

**WHEREAS**, this matter was discussed at the March 3, 2020 meeting of the Law and Public Safety Committee, and is being recommended to the Passaic County Board of Chosen Freeholders for approval; and

**WHEREAS**, a certification of funds executed by the County's Chief Financial Officer is attached to this resolution, attesting to the availability of funds to award the contract described herein; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40:11-4.1, et seq., as follows: (1) a contract is awarded to Morris County Prevention is Key, Inc. pursuant to the terms and conditions as set forth in RFP-20-002; and (2) the Director of the Board, County Counsel, and Clerk to the Board are authorized to execute the contract, and all other documents necessary to carry out the intent of this resolution; and

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board shall publish a notice in the official newspaper of the County summarizing the award of said contract to Morris County Prevention is Key, Inc, and a contract shall be kept on file in the Office of the Clerk to the Board for public inspection.

KM:czb

March 10, 2020

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$50,000.00

APPROPRIATION: G-01-41-871-020-213

PURPOSE: Resolution authorizing the award of a contract for case management services for the Passaic County Prosecutor's Office.

  
Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr



# County of Passaic

Administration Building

401 Grand Street • Paterson, New Jersey 07505

## Passaic County Prosecutor's Office

(973) 881-4800

CAMELIA M. VALDES  
Passaic County Prosecutor

NEIL J. CLEARY  
First Assistant Prosecutor

Date: February 24, 2020

To: Sherry Arvanitakis, QPA

From: Todd Stanley, PCPO Fiscal Officer

Re: RFP # 20-002 Review Committee Results for Case Management Services for the Passaic County Prosecutor's Office

A Review committee was convened for the purpose of evaluating requests for proposals submitted to the Purchasing Department for Case Management Services for the Passaic County Prosecutor's Office.

The Committee met and each proposal was evaluated utilizing the following criteria: Management (40.00 points), Technical (40.00 points), and Cost (20.00 points)

Below are the vendors that submitted proposals to RFP #20-002 and a summary of their evaluation:

Vendor	Total Score	Rank
Morris County Prevention is Key Inc.	90.00	1
Care Plus, NJ	85.00	2

Based on the above rankings, the committee recommends that the contract be awarded to Morris County Prevention is Key Inc.

	Morris County Prevention is Key Inc.	Care Plus, NJ		
Management=40.00%	35.00	35.00		
Technical=40.00%	35.00	35.00		
Cost=20.00%	20.00	15.00		
Total = 100.00%	90.00	85.00		

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200255



# County of Passaic

Administration Building

401 Grand Street • Paterson, New Jersey 07505

## Passaic County Prosecutor's Office

(973) 881-4800

CAMELIA M. VALDES  
Passaic County Prosecutor

NEIL J. CLEARY  
First Assistant Prosecutor

Date: February 24, 2020

To: Sherry Arvanitakis, QPA

From: Todd Stanley, PCPO Fiscal Officer

Re: RFP # 20-002 Review Committee Results for Case Management Services for the Passaic County Prosecutor's Office

A Review committee was convened for the purpose of evaluating requests for proposals submitted to the Purchasing Department for Case Management Services for the Passaic County Prosecutor's Office.

The Committee met and each proposal was evaluated utilizing the following criteria: Management (40.00 points), Technical (40.00 points), and Cost (20.00 points)

Below are the vendors that submitted proposals to RFP #20-002 and a summary of their evaluation:

Vendor	Total Score	Rank
Morris County Prevention is Key Inc.	90.00	1
Care Plus, NJ	85.00	2

Based on the above rankings, the committee recommends that the contract be awarded to Morris County Prevention is Key Inc.

	Morris County Prevention is Key Inc.	Care Plus, NJ		
Management=40.00%	35.00	35.00		
Technical=40.00%	35.00	35.00		
Cost=20.00%	20.00	15.00		
Total = 100.00%	90.00	85.00		

Introduced on: March 10, 2020  
Adopted on: March 10, 2020  
Official Resolution#: R20200255

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

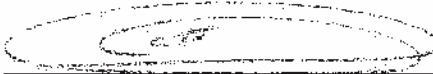
Date: Mar 10, 2020 - 5:30 PM

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


Agenda: RESOLUTION AUTHORIZING PURCHASE OF VARIOUS ITEMS BY THE PASSAIC COUNTY SHERIFF'S OFFICE, PURSUANT TO N.J.S.A. 40A:11-12, 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:

  
Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Law and Public Safety  
COMMITTEE NAME

Official Resolution#	R20200256							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-44							
CAF #								
Purchase Req. #	R0-01645;R0-01733							
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING PURCHASE OF VARIOUS ITEMS BY THE PASSAIC COUNTY SHERIFF'S OFFICE, PURSUANT TO N.J.S.A. 40A:11-12**

**WHEREAS**, the Passaic County Sheriff's Department (hereafter "PCSO") has requested the purchase of various goods and services from qualified vendors for use in furtherance of its administrative objectives; and

**WHEREAS**, said goods and services are being procured through State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules or other methods permitted by the Local Public Contracts Law, N.J.S.A. 40A:11-12 as specified below; and

**WHEREAS**, said purchases are to be funded either directly from the County budget or grant funds; and

**WHEREAS**, the Board of Chosen Freeholders is desirous of approving said purchases in accordance with the terms of the applicable contracts and authorizing the Purchasing Agent to issue the appropriate Purchase Orders; and

**WHEREAS**, this matter was discussed at the March 3, 2020 meeting of the Law and Public Safety Committee and is being recommended to the Passaic County Board of Chosen Freeholders for approval; and

**WHEREAS**, a certification of funds executed by the County's Chief Financial Officer is attached to this resolution, attesting to the availability of funds to award the contract described herein; and

**NOW, THEREFORE, LET IT BE RESOLVED**, by the Passaic County Board of Chosen Freeholders that it hereby authorizes the purchase of the following goods and/or services in accordance with the terms of the applicable State Contract, Cooperative Purchasing Agreements, Federal GSA Schedules or other authorized contracts:

Description:	Computer software and computer service
Using Agency:	"PCSO"
Purchase Price:	\$24,439.84
Vendor:	SHI International Corp.
Authority:	State Contract
Contract #:	89851
Requisition #:	R0-01645
Account #:	0-01-25-157-001-213

Description:	Purchase of 3 mobile surveillance units
Using Agency:	"PCSO"
Purchase Price:	\$241,740.00
Vendor:	Packetalk, LLC
Authority:	Bergen County Cooperative
Contract #:	19-32

Requisition #: R0-01733  
Account # T-22-56-850-012-803

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

KM:czb

Dated: March 10, 2020



CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$24,439.84

APPROPRIATION: 0-01-25-157-001-213

PURPOSE: Resolution authorizing purchase of computer software and computer support service from Shi International, Corp.



Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr



Pricing Proposal  
 Quotation #: 18487488  
 Created On: 2/19/2020  
 Valid Until: 2/28/2020

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## Passaic County Sheriff's Department

---

### Caroline Herrmann

435 Hamburg Tpk  
 Wayne, NJ 07470  
 United States  
 Phone: 973-247-3310  
 Fax:  
 Email: cherrmann@pcsheriff.org

### John Turba

Phone:  
 Fax:  
 Email: John\_Turba@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Continue Current VESTA Alert and VESTA NXT Service Motorola Solutions - Part#: Contract Name: Software Reseller Contract #: ITS58 Subcontract #: 89851	1	\$24,439.84	\$24,439.84
		Total	\$24,439.84

### Additional Comments

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Please send vouchers to 290 Davidson Ave, Somerset NJ 08873

Note: The New Jersey Cooperative Purchasing Alliance is a Service of the County of Bergen, County Executive James J. Tedesco III and the Board of Chosen Freeholders.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

*The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.*

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200256



Pricing Proposal  
 Quotation #: 18487488  
 Created On: 2/19/2020  
 Valid Until: 2/28/2020

---

## Passaic County Sheriff's Department

---

### Caroline Herrmann

435 Hamburg Tpk  
 Wayne, NJ 07470  
 United States  
 Phone: 973-247-3310  
 Fax:  
 Email: cherrmann@pcsheriff.org

### John Turba

Phone:  
 Fax:  
 Email: John\_Turba@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Continue Current VESTA Alert and VESTA NXT Service Motorola Solutions - Part#: Contract Name: Software Reseller Contract #: ITS58 Subcontract #: 89851	1	\$24,439.84	\$24,439.84
<b>Total</b>			<b>\$24,439.84</b>

### Additional Comments

---

Please send vouchers to 290 Davidson Ave, Somerset NJ 08873

Note: The New Jersey Cooperative Purchasing Alliance is a Service of the County of Bergen, County Executive James J. Tedesco III and the Board of Chosen Freeholders.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

---

*The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.*

Introduced on: March 10, 2020  
 Adopted on: March 10, 2020  
 Official Resolution#: R20200256

# Passaic County Board of Chosen Freeholders

OFFICE OF THE  
PASSAIC COUNTY FREEHOLDERS

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

401 Grand Street  
Paterson, New Jersey 07505

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

Anthony J. De Nova III

Administrator

Matthew P. Jordan, Esq.

County Counsel

Louis E. Imhof, III, RMC

Clerk Of The Board



## Public Meeting (Board Meeting)

Date: Mar 10, 2020 - 5:30 PM

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

Agenda: RESOLUTION AUTHORIZING PURCHASE ONE 2020 FORD ESCAPE, ONE 2020 FORD TRANSIT VAN & ONE 2020 FORD SUPER DUTY F250 4WD REGULAR CAB 8' BOX FROM BEYER OF MORRISTOWN, LLC (T/A BEYER CHRYSLER DODGE JEEP) OF MORRISTOWN, NJ IN THE AMOUNT OF \$111,697.51 IN ACCORDANCE WITH THE EDUCATIONAL SERVICES COMMISSION OF NJ CO-OP #17/18 -21 FOR USE BY THE PASSAIC COUNTY BUILDINGS & GROUNDS DEPARTMENT, PURSUANT TO N.J.S.A. 40, 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:

Matthew P. Jordan, Esq.  
COUNTY COUNSEL

Late Starters

COMMITTEE NAME

<b>Official Resolution#</b>	<b>R20200257</b>							
Meeting Date	03/10/2020							
Introduced Date	03/10/2020							
Adopted Date	03/10/2020							
Agenda Item	n-45							
CAF #								
Purchase Req. #								
Result	Adopted							
<b>FREEHOLDER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>	<b>RECU.</b>
Lazzara	✓				✓			
Lepore	✓				✓			
Akhter	✓			✓	✓			
Bartlett	✓				✓			
Best Jr.	✓				✓			
Duffy	✓				✓			
James	✓		✓		✓			

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

Dated: March 11, 2020

**RESOLUTION AUTHORIZING PURCHASE ONE 2020 FORD ESCAPE, ONE 2020 FORD TRANSIT VAN & ONE 2020 FORD SUPER DUTY F250 4WD REGULAR CAB 8' BOX FROM BEYER OF MORRISTOWN, LLC (T/A BEYER CHRYSLER DODGE JEEP) OF MORRISTOWN, NJ IN THE AMOUNT OF \$111,697.51 IN ACCORDANCE WITH THE EDUCATIONAL SERVICES COMMISSION OF NJ CO-OP #17/18-21 FOR USE BY THE PASSAIC COUNTY BUILDINGS & GROUNDS DEPARTMENT, PURSUANT TO N.J.S.A. 40:11-12**

**WHEREAS**, the Passaic County Superintendent of Buildings & Grounds has requested to purchase a 2020 Ford Escape (U9G) SE 4WD, 2020 Ford Transit Van (R1C) '1-250 130" MED RF 9070 GVWE RWD and a 2020 Ford Super Duty F250 SRW (F2B) XL 4WD Reg. Cab 8' Box from Beyer Ford (T/A Beyer Chrysler Dodge Jeep) of Morristown, NJ in the amount of \$111,697.51 in accordance with ESCNJ CO-OP #17/18-21, which will be used throughout the County of Passaic for transporting staff, materials and equipment for general maintenance and repair; and

**WHEREAS**, said goods and services are being procured either through State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules or other methods permitted by the Local Public Contracts Law, N.J.S.A. 40:11-12, as specified below; and

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

**WHEREAS** the funds to purchase this truck are available as part of the Buildings & Grounds Department's 2020 capital budget request; and

**WHEREAS** this matter was discussed via e-mail on February 26, 2020 by the Public Works Committee and recommended to the Passaic County Board of Chosen Freeholders for approval; and

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

**NOW THEREFORE LET IT BE RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of one 2020 Ford Escape Transit Van and one 2020 Ford Super Duty F250 SRW Reg. Cab 8' Box from Beyer of Morristown, LLC (T/A Beyer Chrysler Dodge Jeep) of Morristown, NJ in the amount of \$111,697.51 (in accordance with ESCNJ CO-OP #17/18-21).

**LET IT BE 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.

NA:dmp

March 10, 2020

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$111,697.51

APPROPRIATION: 0-01-44-900-003-000

PURPOSE: Resolution authorizing purchase of one 2020 Ford Escape transit van & one Ford Super Duty F250 4WD regular cab.

  
Richard Cahill, Chief Financial Officer

DATED: March 10, 2020

RC:fr



**County of Passaic**

**Buildings & Grounds Department**

151 E. 11<sup>th</sup> Street, Paterson, New Jersey 07524

Stephen Orsini  
Superintendent  
Buildings & Grounds

TEL: (973) 881-4425  
CELL PHONE: (201) 937-2576  
E-MAIL: [steveo@passaiccountynj.org](mailto:steveo@passaiccountynj.org)

February 18, 2020

Mr. Mathew Jordan, Esq.  
Passaic County Counsel  
401 Grand Street  
Paterson, New Jersey 07505

Re: Resolution Request- BEYER OF MORRISTOWN, LLC  
T/A BEYER CHRYSLER DODGE JEEP  
200 RIDGEDALE AVENUE  
MORRISTOWN, NJ 07960-4000

At the February 27, 2019 meeting of the Public Works and Buildings & Grounds Committee a request was heard for BEYER OF MORRISTOWN, LLC ( T/A BEYER CHRYSLER DODGE JEEP).

Description of Resolution- Subject to the adoption of the 2020 Capital budget, Buildings & Grounds is requesting a resolution to Beyer of Morristown, LLC (T/A BEYER CHRYSLER DODGE JEEP) to purchase a 2020 Ford Escape (U9G) SE 4WD, 2020 FORD TRANSIT VAN (R1C) T-250 130" MED RF 9070 GVWE RWD & 2020 FORD SUPER DUTY F250 SRW (F2B) XL 4WD REG CAB 8' BOX from the Educational Services Commission of N.J CO-OP. A total of 111,697.51 is needed to cover costs and the funds will be taken from the following account number, (Buildings & Grounds).

Account number: C-04-55-157-001-901

ESC CO-OP #65MCESCCPS-ESCNJ 17/18-21

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.

Regards,

Stephen Orsini  
SUPERINTENDENT  
BUILDINGS & GROUNDS



**RESOLUTION REQUEST FORM**

1. NAME OF REQUESTER: BUILDINGS & GROUNDS  
 Telephone #: 973-881-4425

**DESCRIPTION OF RESOLUTION:**

1. Subject to the adoption of the 2020 Capital budget, Buildings & Grounds is requesting a resolution to Beyer of Morristown, LLC (T/A BEYER CHRYSLER DODGE JEEP) to purchase a 2020 Ford Escape (USG) SE 4WD, 2020 FORD TRANSIT VAN (R1C) T-250 130" MED RF 9070 GVWE RWD & 2020 FORD SUPER DUTY F250 SRW (F2B) XL 4WD REG CAB 8' BOX from the Educational Services Commission of N.J CO-OP. A total of \$111,697.51 is needed to cover costs and the funds will be taken from the following account number.

2. **CERTIFICATION INFORMATION:**

ATTACH A COPY OF *THE REQUISITION FROM EDMUNDS*

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

3. AMOUNT OF EXPENDITURE: \$ 111,697.51  
 REQUISITION # R0-01610  
 ACCOUNT # 0-01-44-900-003-000

4. **METHOD OF PROCUREMENT:**

RFP       RFQ       Bid  
 Other: ESC CO-OP #65MCESSCCPS-ESCNJ 17/18-21

5. **COMMITTEE REVIEW:**

DATE:

Administration & Finance \_\_\_\_\_  
 Budget \_\_\_\_\_  
 Health \_\_\_\_\_  
 Human Services \_\_\_\_\_  
 Law & Public Safety \_\_\_\_\_  
 Planning & Economic Development \_\_\_\_\_  
 Public Works 2/26/2020

6. **DISTRIBUTION LIST:**

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



COUNTY OF PASSAIC  
 PUBLIC BUILDINGS, CO OF PASSAIC  
 (Q) 973-881-4425  
 151 East 11th Street  
 PATERSON, NJ 07524

Res-Pg:n.45-6

REQUISITION	
NO.	R0-01610

S H I P T O	COUNTY OF PASSAIC PUBLIC BUILDINGS 151 EAST 11TH STREET PATERSON, NJ 07524
V E N D O R	VENDOR #: 11508 BEYER OF MORRISTOWN, LLC T/A BEYER CHRYSLER DODGE JEEP 200 RIDGEDALE AVENUE MORRISTOWN, NJ 07960-4000

ORDER DATE: 02/25/20  
 DELIVERY DATE:  
 STATE CONTRACT:  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	2020 FORD TRANSIT VAN (R1C) T-250 130" MED RF 9070 GVWR RWD	0-01-44-900-003-000	42,319.1000	42,319.10
1.00	2020 FORD SUPER DUTY F250 SRW (F2B) XL 4WD REG CAB 8' BOX	0-01-44-900-003-000	40,908.7500	40,908.75
1.00	2020 FORD ESCAPE (U9G) SE 4WD	0-01-44-900-003-000	28,469.6600	28,469.66
			TOTAL	111,697.51

REQUESTING DEPARTMENT

DATE