Meeting Venue
Date: Dec 30, 2019 - 10:00 AM
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. Best
   3. Duffy
   4. James
   5. Lepore
   6. Deputy Director Lazzara
   7. Director Bartlett

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: December 10, 2019

G. Approval of Proclamation:
1. The Passaic County Board of Chosen Freeholders would like to recognize Timothy Mettlen on his retirement from the Passaic County Engineering Department.

2. The Passaic County Board of Chosen Freeholders wishes to recognize Preakness Healthcare center on celebrating their 90th year.

3. The Passaic County Board of Chosen Freeholders wishes to recognize Tsegai Ghebreyohannes as the 2019 LeadingAge NJ Excellence in Care recipient at the Preakness Healthcare 90th Gala.

H. Freeholder Reports:

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

I. Communications: None

J. Oral Portion:

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

K. 2/3 Vote Resolution

1. RESOLUTION AUTHORIZING TRANSFER NUMBER III, ALL AS NOTED IN THE RESOLUTION

L. Resolutions:

ADMINISTRATION AND FINANCE

1. RESOLUTION AUTHORIZING CANCELLATION OF STALE DATED CHECKS, ALL AS NOTED IN THE RESOLUTION

ADMINISTRATION AND FINANCE

3. RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES, ALL AS NOTED IN THE RESOLUTION.

4. RESOLUTION AUTHORIZING AN ACCESS AGREEMENT BY AND BETWEEN THE COUNTY OF PASSAIC AND PARKVIEW ASSOCIATION, LLC FOR THE WESTERVETL VENDERHOEF HISTORIC LANDSCAPE RESTORATION PROJECT, ALL AS NOTED IN THE RESOLUTION.

5. RESOLUTION AUTHORIZING AN AGREEMENT BY AND BETWEEN THE COUNTY OF PASSAIC AND THE FRIENDS OF PASSAIC COUNTY PARKS, INC. RELATED TO THE HIGHLANDS PRESERVE ATHLETIC FIELD IMPROVEMENT PROJECT, ALL AS NOTED IN THE RESOLUTION.

6. RESOLUTION AUTHORIZING AN AGREEMENT BY AND BETWEEN THE COUNTY OF PASSAIC AND THE FRIENDS OF PASSAIC COUNTY PARKS, INC. RELATED TO THE HISTORIC LANDSCAPE RESTORATION PROJECT AT THE JOHN W. REA HOUSE, ALL AS NOTED IN THE RESOLUTION.

7. RESOLUTION AUTHORIZING AWARD OF LEASE FOR OPERATION OF THE GARRET MOUNTAIN RESERVATION EQUESTRIAN CENTER, ALL AS NOTED IN THE RESOLUTION.

8. RESOLUTION AUTHORIZING THE AVAILABILITY OF METLIFE HOME AND AUTOMOBILE INSURANCE TO EMPLOYEES BASED ON THEIR STATUS AS AN EMPLOYEE OF THE COUNTY OF PASSAIC, ALL AS NOTED IN THE RESOLUTION.

9. RESOLUTION AWARDING THE CONTRACT FOR ACCOUNTING CONSULTING SERVICES FOR THE 2020 CALENDAR YEAR TO ROBERT G. CALISE, ALL AS NOTED IN THE RESOLUTION.

10. RESOLUTION AWARDING THE CONTRACT FOR COST REIMBURESEMENT CONSULTING SERVICES FOR THE 2020 CALENDAR YEAR TO PINO CONSULTING GROUP, ALL AS NOTED IN THE RESOLUTION.
11. RESOLUTION TO FURTHER AMEND RESOLUTION R-2017-0725 DATED SEPTEMBER 12, 2017 TO EXTEND CONTRACT BY AND BETWEEN COUNTY OF PASSAIC AND VITAL COMMUNICATIONS, INC. FOR MAINTENANCE OF THE MOD IV COMPUTER SYSTEM UTILIZED BY THE PASSAIC COUNTY BOARD OF TAXATION FROM JANUARY 1, 2020 THROUGH FEBRUARY 29, 2020, ALL AS NOTED IN THE RESOLUTION., ALL AS NOTED IN THE RESOLUTION.

ADMINISTRATION AND FINANCE

12. RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES, ALL AS NOTED IN THE RESOLUTION.

13. RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES, ALL AS NOTED IN THE RESOLUTION.

14. RESOLUTION APPOINTING MATTHEW P. JORDAN, ESQ. PASSAIC COUNTY COUNSEL FOR THE UNEXPIRED TERM COMMENCING JANUARY 1, 2020 AND TERMINATING FEBRUARY 26, 2022, PURSUANT TO N.J.S.A. 40A:9-43, ALL AS NOTED IN THE RESOLUTION.

15. RESOLUTION QUALIFYING A POOL OF OUTSIDE LEGAL COUNSEL/SPECIAL LITIGATION COUNSEL FOR THE COUNTY OF PASSAIC COUNTY YEAR 2020, ALL AS NOTED IN THE RESOLUTION.

16. RESOLUTION QUALIFYING A POOL OF BOND COUNSEL FOR THE COUNTY OF PASSAIC COUNTY YEAR 2020, ALL AS NOTED IN THE RESOLUTION.

17. RESOLUTION QUALIFYING A POOL OF LABOR COUNSEL FOR THE COUNTY OF PASSAIC COUNTY YEAR 2020, ALL AS NOTED IN THE RESOLUTION.

18. RESOLUTION QUALIFYING A POOL OF LEGAL COUNSEL/PATIENT ADVOCATE FOR THE COUNTY OF PASSAIC COUNTY YEAR 2020, ALL AS NOTED IN THE RESOLUTION.

19. RESOLUTION AWARDING A PROFESSIONAL SERVICES CONTRACT TO WATERS, McPHERSON, McNEILL, P.C. TO PROVIDE OUTSIDE LEGAL SERVICES TO DEFENDANT MARIE S. GEORGES, ALL AS NOTED IN THE RESOLUTION.

20. RESOLUTION QUALIFYING A POOL OF SPECIAL HEALTHCARE COUNSEL FOR THE PREAKNESS HEALTHCARE CENTER FOR THE YEAR 2020, ALL AS NOTED IN THE RESOLUTION.
21. RESOLUTION APPROVING THE SETTLEMENT OF LITIGATION ENTITLED CWA AFL-CIO LOCAL 1032 V. THE PASSAIC COUNTY SUPERINTENDENT OF ELECTIONS & COUNTY OF PASSAIC DOCKET NO. PAS-C-184-17 AND AUTHORIZING ACTIONS NECESSARY TO IMPLEMENT THE SETTLEMENT, ALL AS NOTED IN THE RESOLUTION.

DIRECTOR

22. RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES, ALL AS NOTED IN THE RESOLUTION.

HUMAN SERVICES

23. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO THE VENDOR LISTED BELOW, FOR RE-BID DURABLE MEDICAL EQUIPMENT FOR THE COUNTY OF PASSAIC DEPARTMENTS AND INSTITUTIONS, FOR THE PERIOD OF OCTOBER 1, 2019 THROUGH SEPTEMBER 30, 2020, AS PER RE-BID SB-19-063, ALL AS NOTED IN THE RESOLUTION.

24. RESOLUTION AWARDSING A CONTRACT TO CHARLES S. HASSON, PH.D., FOR PSYCHOLOGIST, PATHWAY SPECIAL CARE BEHAVIORAL MANAGEMENT UNIT SERVICES, FOR PREAKNESS HEALTHCARE CENTER, COMMENCING JANUARY 1, 2020 TO DECEMBER 31, 2020, FOR AN ESTIMATED AMOUNT OF $65,000.00, RFQ-20-043 AS PER QUALIFICATION, ALL AS NOTED IN THE RESOLUTION.

25. RESOLUTION AWARDSING A CONTRACT TO MOHAMED ELRAFEI, M.D., FOR CHIEF PSYCHIATRIST, PLAZA WEST MENTAL HEALTH UNIT SERVICES, FOR PREAKNESS HEALTHCARE CENTER, RFQ-20-042 AS PER QUALIFICATION, ALL AS NOTED IN THE RESOLUTION.

26. RESOLUTION QUALIFYING HUBCO HEALTHCARE GROUP AND PINO CONSULTING GROUP, INC., FOR COST REPORTING AND REIMBURSEMENT AND AWARDING THE CONTRACT TO PINO CONSULTING GROUP, INC., IN THE AMOUNT OF $21,000.00 FOR PREAKNESS HEALTHCARE CENTER, ALL AS NOTED IN THE RESOLUTION.

27. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO GERISCRIP OF POMPTON PLAINS, NJ FOR PHARMACEUTICAL SERVICES FOR PREAKNESS HEALTHCARE CENTER, AS PER COMPETITIVE CONTRACT RFP-19-022, ALL AS NOTED IN THE RESOLUTION.

28. RESOLUTION AUTHORIZING PREAKNESS HEALTHCARE CENTER TO ENTER INTO AN ADDITIONAL AWARD OF CONTRACT WITH MIVILA FOODS, INC., IN THE AMOUNT OF $50,000.00 FOR PROVISION OF FROZEN FOODS, GROCERIES & CANNED GOODS FOR THE PERIOD ENDING DECEMBER 31, 2019, ALL AS NOTED IN THE RESOLUTION.

29. RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES, ALL AS NOTED IN THE RESOLUTION.
30. RESOLUTION AUTHORIZING THE FREEHOLDER BOARD TO ENTER INTO A THREE (3) MONTH TO MONTH EXTENSION OF CONTRACT WITH HUBCO HEALTHCARE GROUP FOR BILLING CONSULTANT SERVICES, COMMENCING JANUARY 1, 2020 TO MARCH 31, 2020 FOR AN ESTIMATED AMOUNT OF $45,000.00 ($15,000.00 PER MONTH), ALL AS NOTED IN THE RESOLUTION.

HUMAN SERVICES

31. RESOLUTION AUTHORIZING THE APPOINTMENT OF MEMBERS TO THE PASSAIC COUNTY SENIOR ADVISORY COUNCIL FOR A TERM OF THREE YEARS EFFECTIVE JANUARY 1, 2020 AND TERMINATING DECEMBER 31, 2022, ALL AS NOTED IN THE RESOLUTION.

32. RESOLUTION AUTHORIZING THE ACCEPTANCE OF FUNDS FROM THE DEPARTMENT OF LABOR & WORKFORCE DEVELOPMENT/NJDLWD, IN THE AMOUNT OF $9,476.00 FOR WORKFIRST NEW JERSEY (WFNJ) NEEDS BASED WORK SUPPORT PROGRAM FOR CALENDAR YEAR 2020, ALL AS NOTED IN THE RESOLUTION.

33. RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC, HUMAN SERVICES DEPARTMENT TO APPLY FOR AND ACCEPT FUNDING FROM THE STATE OF NEW JERSEY, DIVISION OF MENTAL HEALTH AND ADDICTION SERVICES (DMHAS), COUNTY BASED INNOVATION GRANT AWARD IN THE AMOUNT OF $167,627.00, ALL AS NOTED IN THE RESOLUTION.

34. RESOLUTION AMENDING R-2019-0284 DATED MARCH 26, 2019 TO DECREASE THE AWARD TO STRAIGHT AND NARROW BY $51,200.00 FOR SHORT TERM REHABILITATION FOR PASSAIC COUNTY FOR 2019, THE ORIGINAL AWARD WAS $183,210.00 AND REDUCED TO $132,010.00, ALL AS NOTED IN THE RESOLUTION.

35. RESOLUTION AMENDING R-2019-0220 DATED MARCH 12, 2019 TO APPLY FOR AND ACCEPT ADDITIONAL FUNDING FROM THE STATE OF NEW JERSEY, DIVISION OF FAMILY DEVELOPMENT (DFD), SOCIAL SERVICES FOR THE HOMELESS TRANSPORTATION GRANT, EXTENDING THE GRANT PERIOD TO DECEMBER 31, 2020 AND ACCEPTING AN ADDITIONAL AWARD OF $361,530.00 FOR CLIENT SERVICES AND $43,384.00 FOR ADMINISTRATION FOR THE SECOND YEAR, BRINGING THE TOTAL FOR THE TWO YEARS TO $732,060.00 FOR CLIENT SERVICES AND $86,767.00 FOR ADMINISTRATION, ALL AS NOTED IN THE RESOLUTION.

36. RESOLUTION AUTHORIZING THE PASSAIC COUNTY HUMAN SERVICES DEPARTMENT TO APPLY FOR AND ACCEPT FUNDING FROM THE STATE OF NEW JERSEY, DIVISION OF DISABILITY SERVICES, PERSONAL ASSISTANT SERVICES PROGRAM (PASP) IN THE AMOUNT OF $54,504.00, FOR THE PERIOD OF JANUARY 1, 2020 THROUGH DECEMBER 31, 2020, ALL AS NOTED IN THE RESOLUTION.
37. RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC, DEPARTMENT OF HUMAN SERVICES TO AWARD $32,025.00 FROM THE PASSAIC COUNTY HOMELESSNESS TRUST FUND TO NJ 2-1-1 FOR HOMELESS HOTLINE SERVICES, ALL AS NOTED IN THE RESOLUTION.

HUMAN SERVICES

38. RESOLUTION AUTHORIZING THE AMENDMENT OF R-2019-0705 DATED AUGUST 13, 2019 TO INCLUDE SPECIFIC LANGUAGE AS NOTED IN THE RESOLUTION

39. RESOLUTION AUTHORIZING $120,000.00 GRANT AWARD FROM THE HOMELESSNESS TRUST FUND TO THE NEW JERSEY COMMUNITY DEVELOPMENT CORPORATION FOR THE PASSAIC COUNTY HOUSING FIRST INITIATIVE, PURSUANT TO N.J.S.A. 52:27D-280, ALL AS NOTED IN THE RESOLUTION.

40. RESOLUTION AUTHORIZING THE HUMAN SERVICES DEPARTMENT TO AWARD THE SECOND ONE YEAR OPTION TO RENEW TO VISITING HOMEMAKER SERVICES FOR SERVICES TO HOMEBOUND INDIVIDUALS UNDER THE PEER GROUPING GRANT SPENDING PLAN FOR 2019, IN THE AMOUNT OF $59,286.00, ALL AS NOTED IN THE RESOLUTION.

PUBLIC WORKS

41. RESOLUTION FOR AWARD OF CONTRACT TO ASCEND CONSTRUCTION MANAGEMENT INC. AS IT PERTAINS TO THE ELEVATOR REHABILITATION PROJECTS AT THE PASSAIC COUNTY BOARD OF SOCIAL SERVICES LOCATED AT 80 HAMILTON STREET AND PASSAIC COUNTY EMPLOYEE PARKING GARAGE BOTH IN THE CITY OF PATERSON, NJ AS PER BID, ALL AS NOTED IN THE RESOLUTION., ALL AS NOTED IN THE RESOLUTION.

42. RESOLUTION AUTHORIZING THE AWARD OF A CONSTRUCTION SERVICES CONTRACT THROUGH THE EDUCATION SERVICE COMMISSION OF NEW JERSEY TO MURRAY PAVING AND CONCRETE LLC FOR RELOCATION OF THE PASSAIC COUNTY SHERIFF’S MOTOR POOL TO 65 COLUMBIA AVENUE IN THE CITY OF PATERSON, NJ, ALL AS NOTED IN THE RESOLUTION.

43. RESOLUTION FOR CHANGE ORDER #1 (FINAL) FOR SPARWICK CONTRACTING, INC. AS IT PERTAINS TO THE PASSAIC COUNTY EMPLOYEE PARKING GARAGE REPAIRS IN THE CITY OF PATERSON, NEW JERSE, ALL AS NOTED IN THE RESOLUTION.

44. RESOLUTION CONSENTING TO ORDINANCE 19-051 BY THE CITY OF PATERSON, NJ WHICH ESTABLISHES A LOADING ZONE AT 398 UNION AVENUE FROM 8:00 A.M. TO 6:00 P.M. MONDAY THRU SATURDAY, ALL AS NOTED IN THE RESOLUTION.
45. RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE PASSAIC COUNTY PARKS & RECREATION DEPARTMENT AND MYREC.COM IN ORDER TO PROVIDE RECREATION MANAGEMENT SOFTWARE WITH ONLINE REGISTRATION TO EXPAND RECREATIONAL PROGRAMMING WITHIN PASSAIC COUNTY PARKS STARTING IN CALENDAR YEAR 2020, ALL AS NOTED IN THE RESOLUTION.

PUBLIC WORKS

46. RESOLUTION FOR CHANGE ORDER #27 FOR H & S CONSTRUCTION & MECHANICAL, INC. AS IT PERTAINS TO RENOVATIONS TO THE PASSAIC COUNTY COURT HOUSE ANNEX IN PATERSON, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

47. RESOLUTION AUTHORIZING FINAL PAYMENT TO FRED A. COOK, JR. FOR THE FRANCISCO AVE DRAINAGE SYSTEM DEBRIS REMOVAL AND INSPECTION PROJECT IN THE TOWNSHIP OF LITTLE FALLS, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

48. RESOLUTION AWARDING A CONTRACT TO REMINGTON & VERNICK ENGINEERS FOR PROFESSIONAL ENGINEERING DESIGN SERVICES FOR THE NEW ENVIRONMENTAL CENTER AT RIFLE CAMP PARK IN THE BOROUGH OF WOODLAND PARK, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

49. RESOLUTION AUTHORIZING PAYMENT TO PRECISION ELECTRIC MOTOR WORKS, INC. FOR PENDING 2019 AND ANTICIPATED 2020 INVOICES FOR MOTOR PUMPS INSPECTION, OVERHAUL, REWIND AND REPAIR SERVICES AT VARIOUS PASSAIC COUNTY FACILITIES, ALL AS NOTED IN THE RESOLUTION.

50. RESOLUTION AUTHORIZING THE AWARD OF CONTRACT TO T. SLACK ENVIRONMENTAL SERVICES, INC., FOR HEATING OIL UNDERGROUND STORAGE TANK (UST) REMOVAL AT 80 HAMILTON STREET IN PATERSON, NJ AS PER BID, ALL AS NOTED IN THE RESOLUTION.

51. RESOLUTION QUALIFYING A POOL OF ENGINEERS, ARCHITECTS, LAND SURVEYORS, PLANNERS, LANDSCAPE ARCHITECT, ENVIRONMENTAL HEALTH AND SAFETY/ENGINEERING CONSULTANT SERVICES RFQ-20-015 AS PER QUALIFICATIONS FOR CALENDAR YEAR 2020, ALL AS NOTED IN THE RESOLUTION.

52. RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC DEPARTMENT OF CULTURAL & HISTORIC AFFAIRS TO APPLY TO THE NATIONAL TRUST FOR HISTORIC PRESERVATION – AFRICAN AMERICAN CULTURAL HERITAGE ACTION FUND FOR DEY MANSION WASHINGTON’S HEADQUARTERS, ALL AS NOTED IN THE RESOLUTION.
53. RESOLUTION APPROVING SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE ON-CALL MISCELLANEOUS REPAIRS TO COUNTY BRIDGES AND CULVERTS FOR THE PERIOD OF FEBRUARY 1, 2020 TO DECEMBER 31, 2020, ALL AS NOTED IN THE RESOLUTION.

PUBLIC WORKS

54. RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE RIFLE CAMP PARK IMPROVEMENT PROJECT (PHASE I) IN THE BOROUGH OF WOODLAND PARK, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

55. RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE HIGHLANDS PRESERVE – ATHLETIC FIELD IMPROVEMENTS PROJECT IN THE TOWNSHIP OF WEST MILFORD, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

56. RESOLUTION AWARDING CONTRACT TO CLARKE CATON HINTZ FOR PROFESSIONAL CONSULTING SERVICES FOR PREPARATION OF PHASE III CONSTRUCTION DOCUMENTS FOR THE RESTORATION OF LAMBERT CASTLE AND CARRIAGE HOUSE IN PATERSON, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

57. RESOLUTION AWARDING A CONTRACT TO HMR ARCHITECTS FOR PROFESSIONAL CONSULTING SERVICES FOR PREPARATION OF A CONDITIONS ASSESSMENT FOR THE EXTERIOR RESTORATION OF THE HISTORIC PASSAIC COUNTY COURT HOUSE IN PATERSON, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

58. RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE VANDERHOEF HOUSE LANDSCAPE RESTORATION PROJECT IN CLIFTON, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

59. RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE JOHN W. REA HOUSE LANDSCAPE RESTORATION PROJECT IN HAWTHORNE, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

60. RESOLUTION AUTHORIZING A PUBLIC HEARING FOR THE ADVERTISEMENT AND SOLICITATION OF A PREQUALIFICATION OF BIDS FOR THE LAMBERT CASTLE & CARRIAGE HOUSE RESTORATION PROJECT AT GARRET MOUNTAIN RESERVATION IN PATERSON, NEW JERSEY AS REQUIRED BY N.J.S.A. 40A:11-25, ALL AS NOTED IN THE RESOLUTION.
61. RESOLUTION AWARDING CONTRACT TO PENNONI ASSOCIATES INC. FOR ASBESTOS ABATEMENT MONITORING AS IT PERTAINS TO THE RESTORATION OF LAMBERT CASTLE AND CARRIAGE HOUSE IN PATerson, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

PUBLIC WORKS

62. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO UFS PERSONNEL, INC. OF TOWOAwA, NJ FOR RFP SECURITY GUARD SERVICES FOR THE BOARD OF SOCIAL SERVICES AS PER COMPETITIVE CONTRACT AS PER BID, ALL AS NOTED IN THE RESOLUTION.

63. RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE GOLF BALL BARRIER NET FENCING PROJECT AT THE PREAMKESS VALLEY GOLF COURSE IN THE TOWNSHIP OF WAYNE, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

64. RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO TECTONIC OF SHORT HILLS, NJ FOR ON-CALL GEOTECHNICAL TESTING AND LABORATORY SERVICES FOR THE EMERGENCY REPLACEMENT OF THE MORSETOWN ROAD CULVERT, STRUCTURE NO. 1600-312, OVER TRIBUTARY TO WEST BROOK IN THE TOWNSHIP OF WEST MILFORD, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

65. RESOLUTION AUTHORIZING PAYMENT TO PRECISION ELECTRIC MOTOR WORKS, INC. FOR PENDING 2019 AND ANTICIPATED 2020 INVOICES FOR MOTOR PUMPS INSPECTION, OVERHAUL, REWIND AND REPAIR SERVICES AT VARIOUS PASSAIC COUNTY FACILITIES, ALL AS NOTED IN THE RESOLUTION.

66. RESOLUTION AUTHORIZING ADDITIONAL MONEY SET ASIDE TO COVER FURTHER SERVICES OF CARRIER CORPORATION FOR MAINTENANCE OF HVAC EQUIPMENT IN PASSAIC COUNTY-OWNED FACILITIES TO INCREASE EXISTING PURCHASE ORDER #19-01043, ALL AS NOTED IN THE RESOLUTION.

67. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO CRISTI CLEANING SERVICE CORP. OF HACKENSACK, NJ FOR EXTERIOR BUILDING WINDOW CLEANING SERVICES, INSIDE/OUTSIDE WINDOW CLEANING SERVICES, AND OPTIONAL WINDOW BLIND CLEANING SERVICES FOR PASSAIC COUNTY PREAMKESS HEALTHCARE CENTER AS PER BID, ALL AS NOTED IN THE RESOLUTION.

68. RESOLUTION AMENDING RESOLUTION R 2019 1058 ADOPTED ON NOVEMBER 18, 2019 AWARDING A CONTRACT TO KONKUS CORPORATION FOR A PROJECT KNOWN AS TWO BRIDGES ROAD BRIDGE OVER POMPTON RIVER AND WEST BELT EXTENSION, ALL AS NOTED IN THE RESOLUTION.
69. RESOLUTION AUTHORIZING THE DIRECTOR OF PURCHASING TO REJECT BIDS FOR THE MORRIS CANAL GREENWAY-BROWERTOWN ROAD PROJECT IN THE TOWNSHIP OF LITTLE FALLS AND BOROUGH OF WOODLAND PARK, NJ IN ACCORDANCE WITH PROVISIONS OF N.J.S.A. 40A:11-13.2(d), ALL AS NOTED IN THE RESOLUTION.

PUBLIC WORKS
70. RESOLUTION RETAINING THE SERVICES OF DAVE’S FURNITURE TO RESTORE HISTORIC COURT HOUSE BENCHES LOCATED AT THE PASSAIC COUNTY COURT HOUSE, ALL AS NOTED IN THE RESOLUTION.

LAW AND PUBLIC SAFETY
71. RESOLUTION AUTHORIZING THE EXECUTION OF A FEDERAL EQUITABLE SHARING AGREEMENT ON BEHALF OF THE PASSAIC COUNTY PROSECUTOR’S OFFICE, ALL AS NOTED IN THE RESOLUTION.

72. OMNIBUS PURCHASING RESOLUTION BY THE PASSAIC COUNTY SHERIFF’S OFFICE, ALL AS NOTED IN THE RESOLUTION.

73. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO D&B POWER ASSOCIATES, INC. FOR APC UPS SYMMETRA LX160000 REPLACEMENT SYSTEM FOR THE PASAIC COUNTY PROSECUTORS OFFICE AS PER BID, ALL AS NOTED IN THE RESOLUTION.

PLANNING AND ECONOMIC DEVELOPMENT
74. RESOLUTION AUTHORIZING THE ADVERTISEMENT OF A SUBSTANTIAL AMENDMENT TO THE FY 2015 ACTION PLAN FOR THE PASSAIC COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, TO RE-ALLOCATE A TOTAL OF $50,000 IN FUNDING TO THE OVERHAUL OF THE EXISTING ELEVATOR AT THE TOWNSHIP OF WEST MILFORD RECREATION CENTER, LOCATED AT 66 CAHILL CROSS ROAD, WEST MILFORD, NJ, AND EXTEND THE PERFORMANCE OF THE SCOPE OF WORK UNTIL AUGUST 31, 2020, ALL AS NOTED IN THE RESOLUTION.

75. RESOLUTION AUTHORIZING A GRANT APPLICATION TO NJTPA FY-2020, LOCAL SAFETY PROGRAM, FOR SAFETY IMPROVEMENTS AT THE MARKET STREET CIRCLE AND LAKEVIEW AVENUE IN THE CITY OF PATERSON, NJ, ALL AS NOTED IN THE RESOLUTION.

76. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO CIVIL SOLUTIONS, THROUGH STATE CONTRACT #19-TELE-00872, TO CONDUCT A MOD IV INTEGRATION AND UPDATE TO THE PASSAIC COUNTY GIS PARCEL DATA, ALL AS NOTED IN THE RESOLUTION.

77. RESOLUTION APPOINTING COMMISSIONERS OF THE PASSAIC COUNTY PUBLIC HOUSING AGENCY FOR THE YEAR 2020, ALL AS NOTED IN THE RESOLUTION.

LATE STARTERS
78. RESOLUTION AUTHORIZING AN INSURANCE CONTRACT BETWEEN THE COUNTY OF PASSAIC AND TRAVELERS INDEMNITY GROUP OF NEW JERSEY FOR MASTER PROPERTY INSURANCE COVERAGE FOR VARIOUS PASSAIC COUNTY BUILDINGS FOR A POLICY PERIOD OF JANUARY 1, 2020 TO JANUARY 1, 2021 FOR A TOTAL PREMIUM OF $402,382.00, ALL AS NOTED IN THE RESOLUTION.

LATE STARTERS

79. RESOLUTION RATIFYING THE MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF PASSAIC AND LOCAL 1032 OF THE COMMUNICATION WORKERS OF AMERICA, REPRESENTING SECURITY GUARDS AT PREAKNESS HEALTHCARE CENTER FOR A PERIOD COMMENCING JANUARY 1, 2020 AND TERMINATING DECEMBER 31, 2023, ALL AS NOTED IN THE RESOLUTION.

80. RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES, ALL AS NOTED IN THE RESOLUTION.

81. RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES, ALL AS NOTED IN THE RESOLUTION.

82. RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES, ALL AS NOTED IN THE RESOLUTION.

M. 12. New Business:

1. Personnel

2. Bills

N. 13. Adjournment
PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS
MINUTES FOR REGULAR MEETING HELD ON

December 10, 2019

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 6:00pm

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

Roll Call: Absent:
Akhter
Best
Duffy
James
Lepore
Deputy Director Lazzara
Director Bartlett

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

Pledge of Allegiance: Lead by Freeholder Duffy

Approval of Minutes:

Motion made by Freeholder Duffy, second by Freeholder Lepore, that the minutes for November 18, 2019, be approved which motion was carried on a roll call of seven (7) votes in the affirmative.

Proclamation: None

Motion to suspend the regular Order of Business:

Motion was made by Freeholder James, second by Freeholder Duffy to suspend the regular order of business which motion was carried on a roll call of seven (7) votes in the affirmative.

Bond Ordinance 2019-09:

Director Bartlett reported that Refunding Bond Ordinance#2019-09

Motion made by Freeholder Akhter second by Freeholder Lazzara that the Public Hearing be opened, which motion was carried on a roll call of seven votes in the affirmative.

Director Bartlett 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 Lepore that the Public Hearing be closed, which motion was carried on a roll call of seven votes in the affirmative.

Motion made by Freeholder James, second by Freeholder Akhter that the Refunding Bond Ordinance 2019-09 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 seven votes in the affirmative.
Motion made by Freeholder Akhter, second by Freeholder Lazzara to resume the regular order of business, which motion was carried on a roll call of seven votes in the affirmative.

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

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

COMMUNICATION: None

Oral Portion:
Akhter: Motion to open public portion
Lazzara: Second

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

2/3 Vote Resolution:
A motion was made by Freeholder Akhter, second by Freeholder Lazzara that Resolution N-1 be adopted and the motion was carried on a roll call of seven (7) votes in the affirmative.

Consent Agenda Resolution:
A motion was made by Freeholder Duffy, second by Freeholder Lepore to add resolutions O-89, O-90 and O-91, and the motion was carried on a roll call of seven (7) votes in the affirmative.

A motion was made by Freeholder Lepore, second by Freeholder Lazzara to amend O-70, O-79 and O-87 and the motion was carried on a roll call of seven (7) votes in the affirmative.

A motion was made by Freeholder James, second by Freeholder Lepore that resolutions O-1 through O-91 be adopted and the motion was carried on a roll call of seven (7) votes in the affirmative with freeholder James recused on O-45.

“End of Consent Agenda”

Personnel:
A motion was made by Freeholder James, second by Freeholder Lepore that all Personnel matters he 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 seven (6) votes in the affirmative with freeholder James being absent.

Bills:
A motion was made by Freeholder Lepore, second by Freeholder Lazzara,
Current Fund 8-01 68,290.24
Current Fund 9-01 5,425,739.41
Hud Budget Expenditures 9-25 7,355.13

Year Total: 5,433,094.54

General Capital Fund Budget C-04 1,882,384.96
State/Federal Grant Fund G-01 2,222,662.84
Open Space Trust Fund FY2016 O-16 56,914.43
Open Space Trust Fund FY2017 O-17 170,000.00
Open Space Trust Fund FY2018 O-18 23,054.00
Open Space Trust Fund FY2019 O-19 111,179.20

Year Total: 361,147.63

Professional Liability Trust T-19 144,829.51
Trust Fund Other T-20 3,968.24
Municipal Forfeiture T-22 12,924.80
Prosecutor’s Confiscated Funds T-23 178,616.32
Para Transit Trust Fund T-24 897.12

Year Total: 341,235.99

Private Industry Council Z-81 8,418.36

Year Total: 10,317,234.56

Current Fund 9-01 22,508,057.48
Payroll Agency Deductions 9-05 7,917,939.55
HUD Budget Expenditures 9-25 13,344.98
State/Federal Grant Fund G-01 764,578.40
Confiscated Trust Fund T-15 4,542.22
Professional Liability Trust T-19 6,267.05
Trust Fund Other T-20 10,139.07
Prosecutor’s Confiscated Funds T-23 10,060.23
Para Transit Trust Fund T-24 850.66
Private Industry Council Z-81 10,193.46

Total All Funds: $31,245,973.10

Be approved which motion was carried on roll call with seven (7) votes in the affirmative.

Payroll Certification:
A motion was made by Freeholder James, second by Freeholder Lepore, that the payroll be certified and the Clerk of the Board notify the County Treasurer, which motion was approved on roll call, with seven (7) votes in the affirmative.

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

**Adjournment:**

A motion was made by Freeholder Duffy, seconded by Freeholder Lepore that the regular meeting be adjourned at 6:17 p.m., and the motion was carried on a roll call with seven (7) votes in the affirmative.

Respectfully Submitted,

Louis E. Imhof, III,
Clerk of the Board

Prepared by: Jasmine Amador
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING TRANSFER NUMBER III, 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:

__________________________
Michael H. Glovin, Esq.
COUNTY COUNSEL

Administration and Finance

COMMITTEE NAME

Official Resolution# R20191180
Meeting Date 12/30/2019
Introduced Date 12/30/2019
Adopted Date 12/30/2019
Agenda Item k-1
CAF #
Purchase Req. #

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

Dated: December 30, 2019
COUNTY OF PASSAIC, NEW JERSEY

Resolution Authorizing Transfers Between Appropriations # 3

WHEREAS, transfers are permitted between appropriations during the last two months of the fiscal year per N.J.S.A. 40A:4-58

BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Passaic, in the State of New Jersey by not less than 2/3's vote of the full membership thereof, the transfer between 2019 Budget Appropriations as follows:

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<td>COUNTY COUNSEL Salary &amp; Wage</td>
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Total: 177,000
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
          220
          401 Grand Street
          Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING CANCELLATION OF STALE DATED CHECKS, ALL AS NOTED IN THE RESOLUTION

THIS RESOLUTION WAS REQUESTED BY:
ENGINEERING

REVIEWED BY:
Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:
Michael H. Glovin, Esq.
COUNTY COUNSEL

Administration and Finance
COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION AUTHORIZING FINANCE CANCELLATION OF OUTSTANDING CHECKS

WHEREAS, there are bank reconciliations that contain outstanding checks issued by the County of Passaic prior to June 30, 2019; and

WHEREAS, the accounts and values of the outstanding checks are as follows:

Account #622408984 – Clearing Account - $6,291.05
Account #622410628 – County of Passaic Petty Cash (PCPO) - $40.00

WHEREAS, these checks are old and it is beneficial to the County to cancel these checks.

WHEREAS, in the event that a future claim is received, the County of Passaic will refund such funds from its current year Operating account. A listing of these checks will be retained by the County Treasurer.

NOW, THEREFORE, BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that checks from the above listed account representing the referenced amounts be and are hereby cancelled and are to be credited to miscellaneous revenue in Current Fund.

STATEMENT OF PURPOSE:
TO CANCEL STALE DATED CHECKS THAT HAVE NOT BEEN CASHED.

December 30, 2019
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505


This resolution was requested by:
COUNTY ADMINISTRATOR

Reviewed by:
Anthony J. De Nova III
COUNTY ADMINISTRATOR

Approved as to form and legality:
Michael H. Glovin, Esq.
COUNTY COUNSEL

Administration and Finance

Committee Name

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

Dated: December 30, 2019

WHEREAS contract negotiations were heretofore conducted between the Superintendent of Elections for the County of Passaic (the “Superintendent”) and Local 1032 of the Communication Workers of America, AFL-CIO (the “Union”), representing specified employees of said office, in accordance with a Collective Negotiations Agreement dated December 5, 2019 for the period retroactive to January 1, 2018 through December 31, 2020, a copy of which is attached hereto and made a part hereof; and

WHEREAS the Board of Chosen Freeholders is desirous of recognizing said Collective Negotiations Agreement between the Superintendent and said employees for the period stated above; and

WHEREAS the Administration, Finance and Personnel Committee considered this matter at its meeting of November 25, 2019 and recommended this resolution to the full Board for adoption.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that the said Board does hereby recognize the contract between the County and said employees, in accordance with the terms of the
attached Collective Negotiations Agreement dated
retroactive to January 1, 2018.

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

December 30, 2019
Memorandum of Agreement

between the
Passaic County Superintendent of Elections and County of Passaic

and

Communication Workers of America, Local No. 1032

representing employees in the Superintendent of Election's Office

WHEREAS, this Memorandum of Agreement (hereafter "MOA") is entered into between the County of Passaic (hereafter "County" or "Employer"), the Passaic County Superintendent of Elections (hereafter "SOE") and the Communication Workers of America, Local No. 1032 (hereafter "CWA" or "Union"), who are the designated bargaining unit for employees of the Passaic County Superintendent of Election's Office; and

WHEREAS, the terms negotiated herein were done so in good faith and in compliance with N.J.S.A. 34:13A-1, et seq., and amend the collective bargaining agreement (hereafter "Agreement") that expires between the County and Union on December 31, 2017; and

WHEREAS, at negotiation sessions and mediation between representatives of the County, SOE, and Union that took place, and having bargained in good faith and mutually agreed, hereby state the following amendments to the Agreement:

ARTICLE 3. DUES CHECK-OFF

Article 3, Dues Check-Off, Section 3.2. Amend the language as follows:

Dues deductions from any employee in the bargaining unit shall be limited to Communication Workers of America, the majority representative, and the employee shall be eligible to withdraw such authorization only as of July 1st of each year, provided such notice has been timely filed. The Employer further agrees to institute an agency fee deduction from the pay of each represented employee who does not join the Union within thirty (30) days of his/her initial employment within the unit. The representation fee shall be in an amount equal to 85 percent of the regular Union membership dues, fees, and assessments as certified by the Union to the Employer. The County shall comply with N.J.S.A. 34:13A-1, et seq., commonly known as the Workplace Democracy Enhancement Act, and all amendments therein.

ARTICLE 4. WORK WEEK

Article 4, Work Week, Section 4.1. Strike the language and replace with the following:

Employees in the Union shall be subject to the following work hours and shifts:

- Clerical Staff.
  - January 1st to Friday after Primary Election Day, 8:30 AM to 4:30 PM
  - Monday after Primary Election Day to Labor Day, 8:00 AM to 3:30 PM
• Labor Day to December 31st, 8:30 AM to 4:30 PM

• Warehouse Staff.
  o January 1st to Friday after Primary Election Day, 7:00 AM to 3:00 PM or 8:30 AM to 4:30 PM
  o Monday after Primary Election Day to Labor Day, 6:30 AM to 2:00 PM or 8:00 AM to 3:30 PM
  o Labor Day to December 31st, 7:00 AM to 3:00 PM or 8:30 AM to 4:30 PM

• Investigators.
  o January 1st to Friday after Primary Election Day, 8:30 AM to 4:30 PM
  o Monday after Primary Election Day to Labor Day, 8:00 AM to 3:30 PM
  o Labor Day to December 31st, 8:30 AM to 4:30 PM

Article 4, Work Week, Section 4.6. Amend the language as follows:

There will be a thirty (30) minute lunch period and two (2) fifteen (15) minute rest breaks during the summer hours.

ARTICLE 5. COMPENSATION

Article 5, Compensation, Section 5.1. Strike this language and replace with the following:

Effective retroactive to January 1, 2018, employees in the Union shall receive fifteen hundred dollars ($1,500.00) on base salary. No employee shall move on the Salary Guide.

Article 5, Compensation, Section 5.2. Strike the language and replace with the following:

Effective and retroactive to January 1, 2019, employees in the Union shall receive fifteen hundred dollars ($1,500.00) on base salary. No employee shall move on the Salary Guide.

Article 5, Compensation, Section 5.3. Strike the language and replace with the following:

Effective January 1, 2020, employees in the Union shall receive fifteen hundred dollars ($1,500.00) on base salary. No employee shall move on the Salary Guide.

Article 5, Compensation, Section 5.4. Strike the section in its entirety.

Article 5, Compensation, Section 5.5. Strike the section in its entirety.

ARTICLE 6. OVERTIME

Article 6, Overtime, Section 6.2 (e). Amend the language as follows:

All work performed on a Holiday, plus the regular’s day pay. All work performed after seven (7) hours will continue to be paid at three times the employee’s rate of pay.

Article 6, Overtime, Section 6.7 [NEW].
The Employer shall provide a meal to any employee who works more than four (4) hours of overtime in a day.

ARTICLE 8. MEDICAL AND RETIREMENT BENEFITS

Article 8, Medical and Retirement Benefits, Sections 8.1. Strike this language and replace with the following:

Employees in the Union, upon the completion of a ninety (90) day probationary period, shall be eligible to receive health insurance, prescription insurance, and dental insurance as provided by the County. Co-pays and premiums shall be determined by the plan the employee chooses to join. The County shall make several plans available to employees, and the employee can choose said plan during the open enrollment period. Part-time employees working at least twenty four (24) hours or more per week are only eligible for single health care coverage.

Article 8, Medical and Retirement Benefits, Section 8.2. Strike this section in its entirety.

Article 8, Medical and Retirement Benefits, Section 8.3. Strike this section in its entirety.

Article 8, Medical and Retirement Benefits, Section 8.4.A. Strike this section in its entirety.

Article 8, Medical and Retirement Benefits, Section 8.5 [NEW].

Effective January 1, 2019, all out of network charges shall be paid at one hundred and fifty percent (150%) of the Medicare Rate Schedule.

Article 8, Medical and Retirement Benefits, Section 8.6 [NEW].

Effective January 1, 2019, new employees shall not be entitled to enroll in the County’s Traditional Healthcare Plan.

Article 8, Medical and Retirement Benefits, Section 8.7 [NEW].

Effective January 1, 2019, new employees shall not be entitled to lifetime health benefits upon retirement.

ARTICLE 13. HOLIDAYS

Article 13, Holidays, Section 13.1. Amend the language as follows:

The following 45 fourteen (14) days are recognized as paid holidays:

½ Day New Year’s Eve
New Year’s Day
Martin Luther King Day
Lincoln’s Birthday
President’s Day
Good Friday
Memorial Day

Independence Day
Labor Day
Columbus Day
Election Day
Veteran’s Day
Thanksgiving Day and Day After
½ Day Christmas Eve
Christmas Day

Memorandum of Agreement

County of Passaic, Passaic County Superintendent of Elections and CWA Local No. 1032
Page 3 of 6

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191182
ARTICLE 14, LEAVES

Article 14, Leaves, Section 14.1, Workers' Compensation.

The language in this section shall be amended to be consistent with the Passaic County Personnel Policies and Procedures Manual (hereafter "Employee Manual"). In the event a benefit in the Agreement is richer than what is set forth in the Employee Manual, that benefit shall stand.

Article 14, Leaves, Section 14.2, Maternity Leave.

The language in this section shall be amended to be consistent with the Employee Manual. In the event a benefit in the Agreement is richer than what is set forth in the Employee Manual, that benefit shall stand.

Article 14, Leaves, Section 14.3, Jury Duty.

The language in this section shall be amended to be consistent with the Employee Manual. In the event a benefit in the Agreement is richer than what is set forth in the Employee Manual, that benefit shall stand.

Article 14, Leaves, Section 14.4, Bereavement Leave.

The language in this section shall be amended to be consistent with the Employee Manual. In the event a benefit in the Agreement is richer than what is set forth in the Employee Manual, that benefit shall stand.

Article 14, Leaves, Section 14.5, Leave without Pay.

The language in this section shall be amended to be consistent with the Employee Manual. In the event a benefit in the Agreement is richer than what is set forth in the Employee Manual, that benefit shall stand.

ARTICLE 16, MISCELLANEOUS PROVISIONS

Article 16, Miscellaneous Provisions, Section 16.8 [NEW].

Any and all job openings shall be posted on the Union Board for no less than five (5) days.

Article 16, Miscellaneous Provisions, Section 16.9 [NEW].

Training shall be provided to all employees once a year on Excel, Word, and all Microsoft or equivalent programs. Any employee required to attend a training course by the Superintendent pertaining to his/her job shall be at no cost to the employee.

ARTICLE 20, HEALTH AND SAFETY

Article 20, Health and Safety, Section 20.3 [NEW].

The Employer shall provide security on the following days: (1) Primary Election Day; (2) General Election Day; (3) School Board Election Day; (4) Municipal Election Day; (5) Special Election Day(s); and (6) Late Registration Day(s).
ARTICLE 23. MILITARY DUTY

Article 23, Military Duty, Section 23.1.

The language in this section shall be amended to be consistent with the Employee Manual. In the event a benefit in the Agreement is richer than what is set forth in the Employee Manual, that benefit shall stand.

ARTICLE 27. INCLEMENT WEATHER

Article 27, Inclement Weather, Section 27.1.

The language in this section shall be amended to be consistent with the Employee Manual, including time off with pay for closures, early dismissals, and delayed openings in accordance with same.

ARTICLE 28. TERM OF AGREEMENT

Article 28, Term of Agreement. Amend the language as follows:

This Agreement shall be effective as of the first day of retroactive to January 1, 2018 and shall remain in full force and effect until the December 31, 2020.

It shall be renewed year to year thereafter unless either party shall give written notice of its desire to modify this Agreement.

Such notice shall be given no later than ninety (90) days before the expiration date of this Agreement. In the event that a successor agreement is not reached by the expiration of this Agreement, the parties agreed that it would not preclude an employee from receiving an increase in their longevity if said is entitled to an increase.
ACKNOWLEDGEMENT OF RATIFICATION AND INCORPORATION

The County and Union agree to recommend these terms and conditions to their respective constituents for ratification. All issues agreed to shall be incorporated into the new Agreement. All issues not previously agreed to and not mentioned herein are withdrawn. All other language in the expired Agreement shall continue in the new contract and remain status quo.

COUNTY OF PASSAIC:

Anthony J. DeNova, III
Passaic County Administrator

DATED: 12-5-19

COMMUNICATION WORKERS OF AMERICA, LOCAL NO. 1032:

Mario Rivera
Staff Representative

DATED: 12-5-19

PASSAIC COUNTY SUPERINTENDENT OF ELECTIONS:

Shana Mack-Fabb
Superintendent of Elections

DATED: 12-6-19

Memorandum of Agreement
County of Passaic, Passaic County Superintendent of Elections and CWA Local No. 1032
Page 6 of 6
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM  Location: County Administration Building

Agenda: RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
M.I.S.

REVIEWED BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Administration and Finance
COMMITTEE NAME

Official Resolution# R20191183
Meeting Date 12/30/2019
Introduced Date 12/30/2019
Adopted Date 12/30/2019
Agenda Item I-3
CAF #
Purchase Req. # R9 07539
Result Adopted

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Dated: December 30, 2019
RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES

WHEREAS various Passaic County Departments and Institutions have requested the purchase of items and services pursuant to State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules as indicated in the attached correspondence for the Various Passaic County Departments; and

WHEREAS the Board of Chosen Freeholders is desirous of approving said purchase in accordance with the terms of the State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules and authorizing the Purchasing Agent to issue the appropriate Purchase Order; and

WHEREAS the Passaic County Finance Committee has considered this matter and recommend this Resolution to the full Board for adoption; and

WHEREAS a certification is attached indicating that funds are available for the above contemplated expenditures;

WHEREAS from time to time State Contract and Cooperative Contract members change due to renewals or addition of essentially similar products; and

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of goods and/services in accordance
with the terms of the applicable State Contract described below:

**Vendor:** Johnston GP Inc.
State: #87720
Description: Software, Hardware & Maint. Agreements
Using Agency: MIS
Requisition No.: R9-07539
Amount: $42,339.84
Account: 9-01-20-111-003-219

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

Dated: December 30, 2019
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Micah Hassinger
   Telephone #: 973-881-4273

DESCRIPTION OF RESOLUTION:
Purchase of redundant session border controllers to upgrade phone connectivity throughout county to SIP (Session Initiation Protocol)

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: $ 42,339.84
   REQUISITION #: R9-07539
   ACCOUNT #: 9-01-20-111-003-219

4. METHOD OF PROCUREMENT:
   □ RFP     □ RFQ     □ Bid
   □ Other: State Contract #87720

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

Introduced on: December 9, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191183
Public Meeting (Board Meeting)
Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING AN ACCESS AGREEMENT BY AND BETWEEN THE COUNTY OF PASSAIC AND PARKVIEW ASSOCIATION, LLC FOR THE WESTERVLET VENDERHOEF HISTORIC LANDSCAPE RESTORATION PROJECT, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
COUNTY ADMINISTRATOR

REVIEWED BY:
Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:
Michael H. Glovin, Esq.
COUNTY COUNSEL

Administration and Finance
COMMITTEE NAME

---

Official Resolution# R20191184
Meeting Date 12/30/2019
Introduced Date 12/30/2019
Adopted Date 12/30/2019
Agenda Item I-4
CAF #
Purchase Req. #

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Dated: December 30, 2019
RESOLUTION AUTHORIZING AN ACCESS AGREEMENT BY AND BETWEEN THE COUNTY OF PASSAIC AND PARKVIEW ASSOCIATION, LLC FOR THE WESTERVELT VENDERHOEF HISTORIC LANDSCAPE RESTORATION PROJECT

WHEREAS the County of Passaic is in the process of performing a Historic Landscape Restoration Project at the Westervelt Venderhoef House; and

WHEREAS in order to complete the project the County requires access to property managed by the Parkview Association, LLC; and

WHEREAS a proposed Agreement outlining in more specific detail the terms and conditions of this arrangement has been drafted (copy attached hereto and made part hereof); and

WHEREAS the Freeholder Committee for Finance & Administration reviewed this matter at its December 18, 2019 meeting and is recommending that the Agreement be approved by the full Board.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes an Access Agreement by and between the County of Passaic and Parkview Association, LLC with regard to the Westervelt Vanderhoef Historic Landscape Restoration Project; and

BE IT FURTHER RESOLVED that the Director and Clerk to the Board, as well as the County Counsel be authorized to execute the Agreement on behalf of the County of Passaic.

December 30, 2019
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Matthew Jordan
   Telephone #: 973-881-4405

DESCRIPTION OF RESOLUTION:
Resolution authorizing execution of an access agreement with Parkview Association, LLC for the Westervelt Vanderhoef Historic Landscape Restoration Project

2. CERTIFICATION INFORMATION:
ATTACH A COPY OF THE REQUISITION FROM EDWINDS

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: Access Agreement

5. COMMITTEE REVIEW:                          DATE: 12/18/2019
   ☐ 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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191184
ACCESS AGREEMENT

THIS AGREEMENT made this ___ day of __________, 2019 by and between the County of Passaic (hereafter “County”) a corporate body politic of the State of New Jersey, with its principal office located at 401 Grand Street, Paterson, New Jersey and Parkview Association, LLC, with its principal office located at 535 Terrace Drive, Highland Lakes, New Jersey 07422 (collectively referred to throughout this Access Agreement as the “Parties”);

WITNESSETH:

WHEREAS, the County owns the Westervelt Vanderhoof House located at 794 Park Drive, Clifton, New Jersey 07011, Block 21.01 Lot 1, which is part of the Passaic County Park System, and serves as community meeting space and offices for the Departments of Park and Recreation and Cultural and Historic Affairs; and

WHEREAS, Parkview Association, LLC is a condominium association with residential units at 2 Westervelt Avenue, Clifton, New Jersey 07011, Block 21.02 Lot 8, that owns the property adjacent to the Westervelt Vanderhoof House parcel; and

WHEREAS, on or about February 1, 2020, the County is going to begin the Westervelt Vanderhoof Historic Landscape Restoration Project (hereafter “Project”), which shall include removal and replacement of the fence, trees, and vegetation on the property line between the County and Parkview Association, LLC; and

NOW, THEREFORE, in consideration of the mutual promises contained herein, the County and Parkview Association, LLC agree as follows:

1. **Access to Property.** The County is authorized to access the property owned by Parkview Association LLC, at 2 Westervelt Avenue, Clifton, New Jersey 07011, Block 21.02 Lot 8, to remove the trees, vegetation, fence, and other materials necessary to complete the Westervelt Vanderhoof Historic Landscape Restoration Project as depicted in the conceptual drawings attached hereto as Exhibit A.

2. **Tree Removal.** The County shall make every effort to preserve healthy trees on the property line, and work with a designated agent of Parkview Association, LLC in same.

3. **Fence Installation.** As part of the Project, the County shall install a fence on the property line to restrict access by patrons of Weasel Brook Park and the Westervelt Vanderhoof House from entering property owned by Parkview Association, LLC.

4. **Indemnification.** To the fullest extent allowable by the law, Parkview Association, LLC, its successors, and assigns shall hold harmless, indemnify, defend, and release the County of Passaic and their members, directors, officers, employees, agents, and contractors, successors and assigns from and against all suits, liabilities, penalties, costs, losses, damages, expenses or claims, including, without limitation, reasonable attorney’s fees arising from or in any way connected with County’s performance, attempted performance, or failure to perform in connection with this Access Agreement or other activities as described in the Access Agreement, including, but not limited to, any injury to or the death of any person or any damage to any property resulting from any act, omission, condition, or other manner related to this Access Agreement, regardless of cause, unless due to the negligence of any of the indemnified parties.
5. **Governing Law.** This Agreement is being executed and is intended to be performed in the State of New Jersey and shall be governed in all respects by the laws of the State of New Jersey.

6. **Severability/Waiver.** All agreements and covenants contained herein are severable, and in the event any of them shall be held to be invalid by any competent court, this Agreement shall be interpreted as if such invalid agreements or covenants were not contained herein. Should any or more covenants or conditions be waived by either party, such waiver shall not be deemed to waive or render unnecessary the consent or approval of the waiving party to or of any subsequent similar act by the other party.

7. **Entire Agreement.** This Access Agreement contains all of the terms and conditions agreed upon by the Parties and supersedes all other negotiations, representations, and understandings of the Parties, oral or otherwise, regarding the subject matter.

8. **Amendments and Modifications.** This Access Agreement may be amended only by an instrument in writing signed by the Parties and effective as of the date stipulated therein. Moreover, for the amendment to be valid and binding on the County, it must be accompanied by a resolution authorizing same.

9. **Notice.** All notices, reports, statements, requests, or authorizations required to be give hereunder shall be personally delivered or sent by first class mail to the Parties at the following addresses, unless a party has been notified of a change of address:

   To: County of Passaic  
   401 Grand Street, Room 205  
   Paterson, NJ 07505  
   Attn: Office of the Administrator

   To: Parkview Association, LLC  
   c/o Thomas Maggio  
   535 Terrace Drive  
   Highland Lakes, NJ 07422

10. **Authority.** By the signatures below, the Parties execute this Agreement and confirm that they are mutually bound by and fully authorized and empowered to enter into and bind their organization by all provisions contained therein.
IN WITNESS of the foregoing provisions, the Parties have executed and delivered this Agreement as of the date set forth above:

Attest:  

COUNTY OF PASSAIC

____________________________________  
John W. Bartlett  
Director, Board of Chosen Freeholders

As to form and legality:

Michael Glovin, Esq.  
Passaic County Counsel

Attest:  

PARKVIEW ASSOCIATION, LLC

____________________________________  
Linda Ong  
President, Parkview Association, LLC

Thomas Maggio

____________________________________  
Louis I. Imhof  
Clerk, Board of Chosen Freeholders
EXHIBITA
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM  
Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING AN AGREEMENT BY AND BETWEEN THE COUNTY OF PASSAIC AND THE FRIENDS OF PASSAIC COUNTY PARKS, INC. RELATED TO THE HIGHLANDS PRESERVE ATHLETIC FIELD IMPROVEMENT PROJECT, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
COUNTY ADMINISTRATOR

REVIEWED BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.  
COUNTY COUNSEL

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Dated: December 30, 2019
RESOLUTION AUTHORIZING AN AGREEMENT BY 
AND BETWEEN THE COUNTY OF PASSAIC AND THE 
FRIENDS OF PASSAIC COUNTY PARKS, INC. 
RELATED TO THE HIGHLANDS PRESERVE ATHLETIC 
FIELD IMPROVEMENT PROJECT

WHEREAS the Friends of Passaic County Parks, Inc. 
(hereinafter “FOPCP”), a non-profit corporation devoted to raising 
funds for the Passaic County Parks System; and

WHEREAS the FOPCP applied for a grant to assist in 
funding the Highlands Preserve Athletic Field Improvement 
Project; and

WHEREAS the FOPCP have agreed to match any funds 
received through the aforementioned grant in accordance with its 
application to Green Acres; and

WHEREAS on October 23, 2019, the FOPCP received a letter 
from NJDEP Commissioner Catherine McCabe informing them of 
a grant award in the amount of two hundred and fifty thousand 
dollars ($250,000.00); and

WHEREAS it is necessary for FOPCP and the County of 
Passaic to enter into a Project Agreement for the Highlands 
Preserve Athletic Field Improvement Project, with the Board of 
Chosen Freeholders to manage the design and construction of the 
project; and

WHEREAS a proposed Agreement outlining in more specific 
detail the terms and conditions of this arrangement has been 
drafted (copy attached hereto and made part hereof); and

WHEREAS the Freeholder Committee for Finance & 
Administration reviewed this matter at its December 18, 2019
meeting and is recommending that the Agreement be approved by the full Board.

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes an Agreement by and between the County of Passaic and the Friends of Passaic County Parks, Inc. with regard to the Highlands Preserve Athletic Field Improvement Project; and

**BE IT FURTHER RESOLVED** that the Director and Clerk to the Board, as well as the County Counsel be authorized to execute the Agreement on behalf of the County of Passaic.

December 30, 2019

LSP
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Matthew Jordan
   Telephone #: 973-881-4405

DESCRIPTION OF RESOLUTION:
Resolution request authorizing a Project Management Agreement with the Friends of Passaic County Parks, Inc. for the Highland Preserve Athletic Field Improvement Project.

2. CERTIFICATION INFORMATION:

ATTACH A COPY OF THE REQUISITION FROM EDMUNDS

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

3. AMOUNT OF EXPENDITURE: $0

REQUISITION #

ACCOUNT #

4. METHOD OF PROCUREMENT:
   ☐ RFP  ☐ RFQ  ☐ Bid
   ☑ Other: Project Management Agreement

5. COMMITTEE REVIEW: DATE:
   ☐ Administration & Finance  12/18/2019
   ☐ Budget
   ☐ Health
   ☐ Human Services
   ☐ Law & Public Safety
   ☐ Planning & Economic Development
   ☐ Public Works

6. DISTRIBUTION LIST:
   ☐ Administration  ☐ Finance  ☐ Counsel
   ☐ Clerk to the Board  ☐ Procurement
   ☐ Other: ____________________________
PROJECT MANAGEMENT AGREEMENT
HIGHLANDS PRESERVE ATHLETIC FIELD IMPROVEMENT PROJECT

This AGREEMENT made this ______ day of __________ 2019, by and between, the COUNTY OF PASSAIC (hereafter “County”), having its principal place of business at 401 Grand Street, Paterson, New Jersey 07505 and the FRIENDS OF PASSAIC COUNTY PARKS, INC. (hereafter “Friends” or “FOPCP”), a New Jersey non-profit corporation with its principal place of business at 401 Grand Street, Suite 295, Paterson, New Jersey 07505, collectively, the “Parties”:

WHEREAS, the Passaic County Board of Chosen Freeholders (hereafter “Board”), operate, own, and maintain the Passaic County Park System (hereafter “Park System”), including the Highlands Preserve, a recreation facility that includes athletic fields, hiking trails, and preserved open space located in West Milford Township; and

WHEREAS, in an effort to raise private donations for the Park System, and qualify for grant opportunities not available to local government units, the Board created the Friends, a New Jersey non-profit corporation via Resolution No. 08-742 on September 8, 2008; and

WHEREAS, the Friends are active in applying for grants, seeking private donations, and running programming within the Park System, including the annual Passaic County Fair, a summer concert series, movies in the parks, and other events to draw new patrons to the Park System; and

WHEREAS, the State of New Jersey, through the New Jersey Department of Environmental Protection Green Acres Program (hereafter “Green Acres”), offers reimbursable grants to qualified local government units and non-profit corporations to preserve and enhance open space and recreational areas in New Jersey; and

WHEREAS, Green Acres, through the Preserve New Jersey Act, established funding for park improvement projects by local government units and nonprofit organizations on lands held for public recreation and conservation purposes;

WHEREAS, at a January 14, 2019 meeting of the FOPCP Board of Trustees, Resolution 19-01 was approved authorizing a grant application for the Highlands Preserve Athletic Field Improvement Project (hereafter “Project”), which is attached to and made part of this Project Management Agreement (hereafter “Agreement”) as Exhibit A;

WHEREAS, on January 22, 2019, the Board passed Resolution R20190038, concurring with the grant application of the Friends to Green Acres for the Project and authorizing a monetary match for any grant award received from Green Acres for the Project, which is attached to and made part of this Agreement as Exhibit B;

WHEREAS, on October 23, 2019, a letter was received from NJDEP Commissioner Catherine McCabe informing the Friends of a grant award in the amount of two hundred and fifty thousand dollars ($250,000.00) for the Project, which is attached to and made part of this Agreement as Exhibit C; and

WHEREAS, in order to execute the Project, it is necessary for the Friends to enter into this Agreement with the Board to manage the design and construction of the Project; and
NOW WHEREFORE, in consideration of the mutual covenants contained herein, the County and Friends hereby approve the Agreement for the purposes as set forth above, subject to the following terms and conditions:

I. Term.

The Agreement shall be in full force and effect for the duration of the Project and until such time that the Project is deemed complete by the Parties and all requirements as required by Green Acres are met.

II. Design and Project Management.

The Office of the Passaic County Engineer (hereafter “Engineer”), in consultation with the Passaic County Department of Parks and Recreation, shall be responsible for managing the design and construction of the Project, including managing the consultants and contractors retained by the Friends to execute the Project. The Engineer shall provide the Friends with periodic updates on the Project, including but not limited to, input on the final design of the Project and its implementation.

III. Procurement.

The Passaic County Purchasing Agent is authorized to bid and award contracts to consultants for the Project in conformance with the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq, (hereafter “LPCL”) and other statutory requirements, as applicable, including any conditions as set for in the grant agreement executed by the Friends and Green Acres. Any subsequent agreements in relation to the Project shall be between the Friends and the consultant and/or contractor.

IV. Funding.

The Project will be funded in the following manner:

(a) The Passaic County Purchasing Agent shall bid the Project in conformance with the LPCL to determine the cost for construction;

(b) If/when the bids are deemed in conformance with all applicable requirements and are deemed satisfactory, the Chief Financial Officer of the County of Passaic shall be authorized to issue an amount not to exceed seven hundred and fifty thousand dollars ($750,000.00), for deposit in its bank account, for the sole use of funding the Project;

(c) The Friends shall enter into an agreement with the winning bidder for the execution of the Project, and process all payments thereafter; and

(d) The Friends shall be responsible for submitting and conforming to all requirements as set forth by Green Acres to process the reimbursement of the two hundred and fifty thousand dollar ($250,000.00) grant.

V. Conformance with Green Acres Agreement.

The County of Passaic shall conform to all of the terms set forth in the Grant Agreement between the Friends and Green Acres, at which time it is distributed, ratified, and approved by the Friends and Green Acres.
VI. Maintenance of the Highlands Preserve Athletic Fields.

Following completion of the Project, the maintenance of the Highlands Preserve and the scope of work as outlined in the Green Acres grant application and the bid package will be the sole responsibility of the Passaic County Parks and Recreation Department.

VII. 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.

VIII. Records Retention.

The Friends shall retain all records in conformance with the New Jersey Open Public Records Act, N.J.S.A. 47:1A-1, et seq, and any other statutory requirements. The Engineer shall maintain a file on the Project for reference following completion of the Project.

IX. 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 Board: Jonathan Pora, Passaic County Engineer’s Office
County of Passaic
401 Grand Street, Room 524
Paterson, New Jersey 07505

With a copy to: Darryl Sparta, Parks and Recreation Department
County of Passaic
199 Totowa Road
Wayne, New Jersey 07470

If to the Friends: Alice Szeplietowski, Chairwoman
Friends of Passaic County Parks, Inc.
401 Grand Street, Room 205
Paterson, New Jersey 075050

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191185

Project Management Agreement
Highlands Preserve Athletic Field Improvement Project
Page 5 of 5
X. Publicity.

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

XI. Assignment.

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

XII. Governing Law.

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

XIII. 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 and Friends of Passaic County Parks, Inc. Board of Trustees.
IN WITNESS of the foregoing provisions, the Parties have executed and delivered this Agreement as of the date first set forth above:

Attest: COUNTY OF PASSAIC

Louis I. Frinof
Clerk, Board of Chosen Freeholders

John W. Bartlett
Director, Board of Chosen Freeholders

As to form and legallity:

Michael Glovin, Esq.
Passaic County Counsel

Attest: FRIENDS OF PASSAIC COUNTY PARKS, INC.

Matthew P. Jordan, Esq.
Secretary

Alice Szepietowski
Chairwoman, Friends of Passaic County Parks, Inc.
RESOLUTION 19-01 AUTHORIZING AN APPLICATION TO THE GREEN ACRES GRANT PROGRAM FOR THE HIGHLANDS PRESERVE ATHLETIC FIELD IMPROVEMENT PROJECT IN WEST MILFORD, NJ

WHEREAS, the Friends of Passaic County Parks, Inc. (hereafter “FOPCP”) is a New Jersey non-profit corporation created by the Passaic County Board of Chosen Freeholders (hereafter “Board”) via Resolution No. 08-742 on September 8th, 2008; and

WHEREAS, as Memorandum of Understanding was passed by the FOPCP and Board outlining the duties and responsibilities of each party with respect to the Passaic County Park System, a copy of which is affixed hereto as Exhibit A; and

WHEREAS, the FOPCP supports and raises private donations for improvements, repairs, and programming for the Passaic County Park System, which includes the Highlands Preserve located in West Milford, New Jersey; and

WHEREAS, the New Jersey Department of Environmental Protection, Green Acres Program (hereafter “State”) provides grants to nonprofit organizations for assistance in the development of lands for outdoor recreation and conservation purposes; and

NOW, THEREFORE, the Friends of Passaic County Parks Board of Trustees resolves Matthew P. Jordan, Esq., the successor to the office of Secretary-Treasurer is hereby authorized to: (a) make application for the Highlands Preserve Athletic Field Improvement Project; (b) provide additional application information and furnish such documents as may be required; and (c) act as the authorized correspondent of the above named application; and

WHEREAS, the FOPCP desires to further the public interest by obtaining funding in the amount of two hundred and fifty thousand dollars ($250,000.00) from the State of New Jersey Green Acres Grant Program to allow funding for the Highlands Preserve Athletic Field Improvement Project at a total cost of one million dollars ($1,000,000.00) to improve athletic fields at the Highlands Preserve located in West Milford, New Jersey; and

WHEREAS, the FOPCP will provide the monetary match of seven hundred and fifty thousand dollars ($750,000.00) as required by the Green Acres Program; and

WHEREAS, the State of New Jersey (hereafter “State”) shall determine if the application is complete and in conformance with the scope and intent of the Green Acres Program, and notify the applicant of the funding award; and

WHEREAS, the FOPCP is willing to use the State’s funds in accordance with such rules, regulations, and applicable statutes, and is willing to enter into an agreement with the State for the above named project; and

Friends of Passaic County Parks, Inc. Board of Trustees
Resolution No. 19-01
Page 1 of 3
# RECORD OF VOTE

**MOTION MADE BY:** [Name]  
**SECOND:** [Name]

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**RESOLUTION PASSES:** YES [ ]  NO [X]

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# CERTIFICATION

I, Matthew P. Jordan, Esq., do hereby certify that the foregoing is a true copy of the resolution adopted by the Friends of Passaic County Parks, Inc. Board of Trustees at a meeting held on the 14th day of January, 2019.

IN WITNESS WHEREOF, I have hereunder set my hand and the official seal of this body this [ ] day of January, 2019.

Matthew P. Jordan, Esq.  
Secretary-Treasurer
NOW, THEREFORE, LET IT BE FURTHER RESOLVED BY THE FRIENDS OF PASSAIC COUNTY PARKS, INC. BOARD OF TRUSTEES THAT:

1. The Chairperson of the Friends of Passaic County Parks, Inc. is hereby authorized to execute an agreement and any amendment thereto with the State for the project known as the Highlands Preserve Athletic Field Improvement Project;

2. The Friends of Passaic County Parks, Inc. shall provide its matching share as required by the Green Acres Program of seven hundred and fifty thousand dollars ($750,000.00);

3. In the event that the State's funds are less than the total project cost specified above, the FOPCP has the balance of the funding necessary to complete the project;

4. The FOPCP agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and

5. Resolution 19-01 shall take effect immediately.

ATTEST:                     FRIENDS OF PASSAIC COUNTY PARKS, INC.

Matthew P. Jordan, Esq.
Secretary-Treasurer

Alfie Szepietowski
Chairwoman
EXHIBIT A
MEMORANDUM OF UNDERSTANDING

between

Passaic County Board of Chosen Freeholders

and

Friends of Passaic County Parks, Inc.

WHEREAS, the Passaic County Board of Chosen Freeholders ("Board") operates an extensive Park System, including the Apalachee Reserve in West Milford, Fellowship Park in Bloomingdale, Garret Mountain Reservation in Woodland Park and Paterson, Griffith Brook Park in Hardwick, Passaic River Acre Park in Pompton Lakes and Wayne, Pompton Valley Golf Club in Wayne, High School Park in Woodland Park, Scoop Park in West Milford, Tranquility Ridge Park in Ringwood and West Milford, and Wessel Brook Park in Clifton (collectively the "Passaic County Park System"); and

WHEREAS, the Board remains committed to investing in open space, recreation, and parkland in the County of Passaic ("County"), and is aggressive in seeking grant and private sources to supplement budgeted monies towards maintenance, programming, and infrastructure improvements in the Passaic County Park System; and

WHEREAS, in an effort to raise private donations for the Passaic County Park System, and qualify for grant opportunities not available to governmental units, the Board created the Friends of Passaic County Parks, Inc. ("FOPCP"), a New Jersey non-profit corporation via Resolution No. 08-142 on September 8th, 2008; and

WHEREAS, since its creation the FOPCP has undertaken a number of rules to enhance and promote the Passaic County Park System, including operating the annual County Fair, hosting events in the parks, and applying for and receiving grant funds from a variety of private and governmental sources, including the Interpretive Center for the installation of a new park, the historic Wood House in the Griffith Brook Park and from the Horizon Foundation for the installation of picnic equipment in Griffith Brook and Wessel Brook Parks; and

WHEREAS, the Board seeks to formalize the role and relationship of the FOPCP in the County's long-term efforts to renovate and rehabilitate the Passaic County Park System, and clarify its role in infrastructure improvements and programming initiatives; and

NOW THEREFORE LET IT BE RESOLVED AS FOLLOWS:

1. The County staff work in concert with the FOPCP Board of Trustees to submit grant applications, as applicable, for programming and improvements to county facilities.

 Introduced on: December 30, 2019
 Adopted on: December 30, 2019
 Official Resolution#: R20191185
2. The County shall, when appropriate, provide professional and technical support to the POPCF’s grant applications, manage infrastructure projects, and provide matching funds, as approved by the Board, to further investment in the Pasco County Park System.

3. The County shall provide space on its website for the POPCF to post, among other important documents, its certificate of incorporation, its IRS non-profit exemption letter, the Board of Trustees bylaws, meeting agendas, meeting minutes, and audit reports.

4. The POPCF is authorized to apply for grants on behalf of the Board for funding priorities outlined herein, including, but not limited to, infrastructure improvement projects, planning documents, and programming.

5. The POPCF shall operate the County Fair on a yearly basis in coordination with the County and Board, including, but not limited to, soliciting sponsorship funds for entertainment and other activities at the Fair, retaining vendors, and coordinating daily operations.

6. The POPCF shall operate a memorial bench and tree program whereby individuals can purchase benches and trees for location in the Pasco County Park System, as approved by the Director of the Department of Parks and Recreation, to offset costs of same to the County.

7. The POPCF shall seek to establish programming activities in the Pasco County Park System, including, but not limited to, a summer concert series.

8. The POPCF shall undertake other actions, as appropriate, to promote the Pasco County Park System and increase visitation.

9. The POPCF shall, on an annual basis, provide the Board with approved minutes from its meetings of the Friends of Pasco County Parks, Inc. Board of Trustees and provide an audit report of its financial spending on a yearly basis.

LITIT UP THE FOLLOWING RESOLVED, that this Memorandum of Understanding shall remain valid and binding until such time that the Board passes a Resolution dissolving the POPCF.

[Signatures]

Friends of Pasco County Parks

Chairwoman

Board of Chosen Excoleders

Director

Adopted on: December 30, 2019

Official Resolution: R20191185
Public Meeting (Board Meeting)

Date: Jan 22, 2019 - 5:30 PM
Location: County Administration
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION CONCURRING WITH A GRANT APPLICATION OF THE FRIENDS OF PASSAIC COUNTY PARKS, INC., APPROVING A PUBLIC HEARING, AND PROVIDING MATCHING FUNDS TO THE STATE OF NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION, GREEN ACRES PROGRAM FOR THE JOHN W. REA HOUSE HISTORIC LANDSCAPE RESTORATION PROJECT IN GOFFLE BROOK PARK, HAWTHORNE, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

This resolution was requested by:

Reviewed by:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

Approved as to form and legality:

William J. Pascrell, III, Esq.
COUNTY COUNSEL

Committee Name

Official Resolution # R20190037
Meeting Date 01/22/2019
Introduced Date 01/22/2019
Adopted Date 01/22/2019
Agenda Item 1-14
CAF #
Purchase Req. #
Result Adopted

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Dated: January 24, 2019
RESOLUTION CONCURRING WITH A GRANT APPLICATION OF THE FRIENDS OF PASSAIC COUNTY PARKS, INC., APPROVING A PUBLIC HEARING, AND PROVIDING MATCHING FUNDS TO THE STATE OF NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION, GREEN ACRES PROGRAM FOR THE JOHN W. REA HOUSE HISTORIC LANDSCAPE RESTORATION PROJECT IN GOFFLE BROOK PARK, HAWTHORNE, NEW JERSEY

WHEREAS, the County of Passaic (hereafter “County”) owns and operates an extensive park system, including the John W. Rea House in Goffle Brook Park, Hawthorne, New Jersey; and

WHEREAS, the New Jersey Department of Environmental Protection, Green Acres Program (hereafter “State”), provides loans and/or grants to municipal and county governments and grants to nonprofit organizations for assistance in the acquisition, development, and stewardship of lands for outdoor recreation and conservation purposes; and

WHEREAS, the Friends of Passaic County Parks, Inc. ("FOPCP") is a New Jersey non-profit corporation created by the Passaic County Board of Chosen Freeholders ("Board") via Resolution No. 08-742 on September 8th, 2008, and as such, is a qualified entity to receive grants under the Green Acres Program; and

WHEREAS, on August 16, 2016, a Memorandum of Understanding was ratified between the County and the FOPCP via Resolution R20160664, setting forth the roles and responsibilities of each parties with respect to improvements and programming in the Passaic County Park System; and

WHEREAS, the FOPCP supports and raises private donations for improvements, repairs, and programming for the Passaic County Park System, which includes the John W. Rea...
House located in Goffle Brook Park, Hawthorne, New Jersey, is the subject of this grant application and Resolution; and

WHEREAS, the County is desirous to concur with the Resolution approved by the Board of Trustees of the POPCP on January 14, 2019 authorizing a grant application to the Green Acres Program for the John W. Rea House Historic Landscape Restoration Project for a projected budgeted amount of five hundred thousand dollars ($500,000.00); and

WHEREAS, this matter was reviewed by the Finance and Administration Committee on January 15, 2019 and is being referred to the Board for its approval.

NOW THEREFORE LET IT BE RESOLVED, that the Passaic County Board of Chosen Freeholders are authorizing the following: (1) concurrence with the grant application for the John W. Rea House Historic Landscape Restoration Project to the Green Acres Program; (2) the County will provide additional application information and furnish such documents as may be required; (3) act as the authorized correspondent of the above named application; (4) the County of Passaic will provide a match in the amount of two hundred and fifty thousand dollars ($250,000.00); (5) that, in the event the State's funds are less than the total project costs specified herein, the County and/or POPCP has the balance of funding necessary to complete the project; (6) the County agrees comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and (7) this Resolution takes effect immediately.
LET IT BE FURTHER RESOLVED that a public hearing is scheduled for February 12, 2019, which will be advertised in an official newspaper of the County, or a newspaper in general publication of the County fifteen (15) days before the hearing, as set forth in Green Acres Program rules and regulations.

January 22, 2019
EXHIBIT C
October 23, 2019

Alice Szepietowski, Chairwoman
Friends of Passaic County Parks, Inc.
401 Grand Street
Paterson, New Jersey 07505

RE: Green Acres Project Number 16-19-18
Highlands Field Improvements

Dear Ms. Szepietowski:

I am pleased to inform you that the Department of Environmental Protection and the Garden State Preservation Trust have approved Friends of Passaic County Parks, Inc.'s application for a Green Acres matching grant of $250,000.00. This funding is contingent upon the passage of a legislative appropriation.

I congratulate you on your efforts to improve and expand the recreational opportunities in our state. Friends of Passaic County Parks, Inc.'s contribution in operating and maintaining this park will help preserve a valuable resource for future generations. Green Acres staff will contact you directly and provide further information to guide you through this project.

Preserving open space and improving and expanding local parks are critical components of the state's efforts to combat sprawl and protect our quality of life. We look forward to working with Friends of Passaic County Parks, Inc. toward the successful completion of this important project.

Sincerely,

Catherine R. McCabe
Commissioner
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM  Location: County Administration Building 220 401 Grand Street  Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING AN AGREEMENT BY AND BETWEEN THE COUNTY OF PASSAIC AND THE FRIENDS OF PASSAIC COUNTY PARKS, INC. RELATED TO THE HISTORIC LANDSCAPE RESTORATION PROJECT AT THE JOHN W. REA HOUSE, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
COUNTY ADMINISTRATOR

REVIEWED BY:

Anthony J. De Nova III  COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.  COUNTY COUNSEL

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Dated: December 30, 2019
RESOLUTION AUTHORIZING AN AGREEMENT BY
AND BETWEEN THE COUNTY OF PASSAIC AND THE
FRIENDS OF PASSAIC COUNTY PARKS, INC.
RELATED TO THE HISTORIC LANDSCAPE
RESTORATION PROJECT AT THE JOHN W. REA HOUSE

WHEREAS the Friends of Passaic County Parks, Inc.
(hereinafter “FOPCP”), a non-profit corporation devoted to raising
funds for the Passaic County Parks System; and

WHEREAS the FOPCP applied for a grant to assist in
funding the Historic Landscape Restoration Project at the John
W. Rea House; and

WHEREAS the FOPCP have agreed to match any funds
received through the aforementioned grant in accordance with its
application to Green Acres; and

WHEREAS on October 23, 2019, the FOPCP received a letter
from NJDEP Commissioner Catherine McCabe informing them of
a grant award in the amount of two hundred and fifty thousand
dollars ($250,000.00); and

WHEREAS it is necessary for FOPCP and the County of
Passaic to enter into a Project Agreement for the Historic
Landscape Restoration Project at the John W. Rea House, with
the Board of Chosen Freeholders to manage the design and
construction of the project; and

WHEREAS a proposed Agreement outlining in more specific
detail the terms and conditions of this arrangement has been
drafted (copy attached hereto and made part hereof); and

WHEREAS the Freeholder Committee for Finance &
Administration reviewed this matter at its December 18, 2019
meeting and is recommending that the Agreement be approved by the full Board.

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes an Agreement by and between the County of Passaic and the Friends of Passaic County Parks, Inc. with regard to the Historic Landscape Restoration Project at the John W. Rea House; and

**BE IT FURTHER RESOLVED** that the Director and Clerk to the Board, as well as the County Counsel be authorized to execute the Agreement on behalf of the County of Passaic.

December 30, 2019

LSP
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Matthew Jordan
   Telephone #: 973-881-4405

DESCRIPTION OF RESOLUTION:
Resolution request authorizing a Project Management Agreement with the Friends of Passaic County Parks, Inc. for the John W. Rea House Historic Landscape Restoration Project.

2. CERTIFICATION INFORMATION:
ATTACH A COPY OF THE REQUISITION FROM EDMUNDS

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

3. AMOUNT OF EXPENDITURE: $ 0

   REQUISITION #: ____________________________
   ACCOUNT #: ________________________________

4. METHOD OF PROCUREMENT:
   [ ] RFP    [ ] RFQ    [ ] Bid
   [ ] Other: Project Management Agreement

5. COMMITTEE REVIEW:                   DATE: 12/18/2019
   [ ] 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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191186
PROJECT MANAGEMENT AGREEMENT
JOHN W. REA HOUSE HISTORIC LANDSCAPE RESTORATION PROJECT

This AGREEMENT made this ______ day of _______ 2019, by and between, the COUNTY OF PASSAIC (hereafter “County”), having its principal place of business at 401 Grand Street, Paterson, New Jersey 07505 and the FRIENDS OF PASSAIC COUNTY PARKS, INC. (hereafter “Friends” or “FOPCP”), a New Jersey non-profit corporation with its principal place of business at 401 Grand Street, Suite 205, Paterson, New Jersey 07505, collectively, the “Parties”;

WHEREAS, the Passaic County Board of Chosen Freeholders (hereafter “Board”), operate, own, and maintain the Passaic County Park System (hereafter “Park System”), including the John W. Rea House, an historic site located in Goffle Brook Park, located in the Borough of Hawthorne; and

WHEREAS, in an effort to raise private donations for the Park System, and qualify for grant opportunities not available to local government units, the Board created the Friends, a New Jersey non-profit corporation via Resolution No. 08-742 on September 8, 2008; and

WHEREAS, the Friends are active in applying for grants, seeking private donations, and running programming within the Park System, including the annual Passaic County Fair, a summer concert series, movies in the parks, and other events to draw new patrons to the Park System; and

WHEREAS, the State of New Jersey, through the New Jersey Department of Environmental Protection Green Acres Program (hereafter “Green Acres”), offers reimbursable grants to qualified local government units and non-profit corporations to preserve and enhance open space and recreational areas in New Jersey; and

WHEREAS, Green Acres, through the Preserve New Jersey Act, established funding for park improvement projects by local government units and nonprofit organizations on lands held for public recreation and conservation purposes;

WHEREAS, at a January 14, 2019 meeting of the FOPCP Board of Trustees, Resolution 19-02 was approved authorizing a grant application for the John W. Rea House Historic Landscape Restoration Project (hereafter “Project”), which is attached to and made part of this Project Management Agreement (hereafter “Agreement”) as Exhibit A;

WHEREAS, on January 22, 2019, the Board passed Resolution R20190037, concurring with the grant application of the Friends to Green Acres for the Project, and authorizing a monetary match for any grant award received from Green Acres for the Project, which is attached to and made part of this Agreement as Exhibit B;

WHEREAS, on October 23, 2019, a letter was received from NJDEP Commissioner Catherine McCabe informing the Friends of a grant award in the amount of two hundred and fifty thousand dollars ($250,000.00) for the Project, which is attached to and made part of this Agreement as Exhibit C; and

WHEREAS, in order to execute the Project, it is necessary for the Friends to enter into this Agreement with the Board to manage the design and construction of the Project; and
NOW WHEREFORE, in consideration of the mutual covenants contained herein, the County and Friends hereby approve the Agreement for the purposes as set forth above, subject to the following terms and conditions:

I. Term.

The Agreement shall be in full force and effect for the duration of the Project and until such time that the Project is deemed complete by the Parties and all requirements as required by Green Acres are met.

II. Design and Project Management.

The Department of Cultural and Historic Affairs (hereafter “Department”), in consultation with the Passaic County Department of Parks and Recreation, shall be responsible for managing the design and construction of the Project, including managing the consultants and contractors retained by the Friends to execute the Project. The Department shall provide the Friends with periodic updates on the Project, including but not limited to, input on the final design of the Project and its implementation.

III. Procurement.

The Passaic County Purchasing Agent is authorized to bid and award contracts to consultants for the Project in conformance with the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. (hereafter “LPCL”) and other statutory requirements, as applicable, including any conditions as set for in the grant agreement executed by the Friends and Green Acres. Any subsequent agreements in relation to the Project shall be between the Friends and the consultant and/or contractor.

IV. Funding.

The Project will be funded in the following manner:

(a) The Passaic County Purchasing Agent shall bid the Project in conformance with the LPCL to determine the cost for construction;

(b) If/when the bids are deemed in conformance with all applicable requirements and are deemed satisfactory, the Chief Financial Officer of the County of Passaic shall be authorized to issue an amount not to exceed two hundred and fifty thousand dollars ($250,000.00), for deposit in its bank account, for the sole use of funding the Project;

(c) The Friends shall enter into an agreement with the winning bidder for the execution of the Project, and process all payments thereafter; and

(d) The Friends shall be responsible for submitting and conforming to all requirements as set forth by Green Acres to process the reimbursement of the two hundred and fifty thousand dollar ($250,000.00) grant.

V. Conformance with Green Acres Agreement.

The County of Passaic shall conform to all of the terms set forth in the Grant Agreement between the Friends and Green Acres, at which time it is distributed, ratified, and approved by the Friends and Green Acres.
Acres. Once the Grant Agreement, pursuant to the Green Acres Rules, N.J.A.C. 7:36, is fully executed, a copy will be distributed to all Parties.

VI. Maintenance of the John W. Rea Historic Landscape Project

Following completion of the Project, the maintenance of the John W. Rea House and the scope of work as outlined in the Green Acres grant application and the bid package will be the sole responsibility of the Passaic County Parks and Recreation Department.

VII. 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.

VIII. Records Retention.

The Friends shall retain all records in conformance with the New Jersey Open Public Records Act, N.J.S.A. 47: 1A-1, et seq. and any other statutory requirements. The Engineer shall maintain a file on the Project for reference following completion of the Project.

IX. 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 Board: Kelly Ruffel, Director, Department of Cultural and Historic Affairs
County of Passaic
DeW Mansion
199 Totowa Road
Wayne, New Jersey

With a copy to: Darryl Sparta, Parks and Recreation Department
County of Passaic
199 Totowa Road
Wayne, New Jersey, 07470

If to the Friends: Alice Szepietowski, Chairwoman
Friends of Passaic County Parks, Inc.
401 Grand Street, Room 205
Paterson, New Jersey 075050
X. Publicity.

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

XI. Assignment.

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

XII. Governing Law.

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

XIII. 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 and Friends of Passaic County Parks, Inc. Board of Trustees.
IN WITNESS of the foregoing provisions, the Parties have executed and delivered this Agreement as of the date first set forth above:

Attest: COUNTY OF PASSAIC

Louis J. Imhof
Clerk, Board of Chosen Freeholders

John W. Bartlett
Director, Board of Chosen Freeholders

As to form and legality:

Michael Glavin, Esq.
Passaic County Counsel

FRIENDS OF PASSAIC COUNTY PARKS, INC.

Attest:

Matthew P. Jordan, Esq.
Secretary

Alice Szepietowski
Chairwoman, Friends of Passaic County Parks, Inc.
RESOLUTION 19-02 AUTHORIZING AN APPLICATION
TO THE GREEN ACRES GRANT PROGRAM FOR
THE JOHN W. REA HOUSE HISTORIC LANDSCAPE
RESTORATION PROJECT IN HAWTHORNE, NJ

WHEREAS, the Friends of Passaic County Parks, Inc. (hereafter “FOPCP”) is a New Jersey non-profit corporation created by the Passaic County Board of Chosen Freeholders (hereafter “Board”) via Resolution No. 08-742 on September 8th, 2008; and

WHEREAS, as Memorandum of Understanding was passed by the FOPCP and Board outlining the duties and responsibilities of each party with respect to the Passaic County Park System, a copy of which is affixed hereto as Exhibit A; and

WHEREAS, the FOPCP supports and raises private donations for improvements, repairs, and programming for the Passaic County Park System, which includes the John W. Rea House located in Goffle Brook Park, Hawthorne, New Jersey; and

WHEREAS, the New Jersey Department of Environmental Protection, Green Acres Program (hereafter “State”) provides grants to non-profit organizations for assistance in the stewardship of local for outdoor recreation and conservation purposes; and

NOW, THEREFORE, the Friends of Passaic County Parks Board of Trustees resolves Matthew P. Jordan, Esq. or the successor to the office of Secretary-Treasurer is hereby authorized to: (a) make application for the John W. Rea House Historic Landscape Restoration Project; (b) provide additional application information and furnish such documents as may be required; and (c) act as the authorized correspondent of the above named application; and

WHEREAS, the FOPCP desires to further the public interest by obtaining funding in the amount of two hundred and fifty thousand dollars ($250,000.00) from the State to allow funding for the John W. Rea House Historic Landscape Restoration Project at a total cost of five hundred thousand dollars ($500,000.00) to restore the historic landscape at the John W. Rea House in Goffle Brook Park, located in Hawthorne, New Jersey; and

WHEREAS, the FOPCP will provide the monetary match of two hundred and fifty thousand dollars ($250,000.00) as required by the Green Acres Program; and

WHEREAS, the State shall determine if the application is complete and in conformance with the scope and intent of the Green Acres Program, and notify the applicant of the funding award; and

WHEREAS, the FOPCP is willing to use the State’s funds in accordance with such rules, regulations, and applicable statutes, and is willing to enter into an agreement with the State for the above named project; and.
NOW, THEREFORE, BE IT RESOLVED BY THE FRIENDS OF PASSAIC COUNTY PARKS, INC. BOARD OF TRUSTEES THAT:

1. The Chairperson of the Friends of Passaic County Parks, Inc. is hereby authorized to execute an agreement and any amendment thereto with the State for the project known as the John W. Rea House Historic Landscape Restoration Project;

2. The Friends of Passaic County Parks, Inc. shall provide its matching share as required by the Green Acres Program of two hundred and fifty thousand dollars ($250,000.00);

3. In the event that the State's funds are less than the total project cost specified above, the FOPCP has the balance of the funding necessary to complete the project;

4. The FOPCP agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and

5. Resolution 19-02 shall take effect immediately.

ATTEST: FRIENDS OF PASSAIC COUNTY PARKS, INC.:

Matthew P. Jordan, Esq. Alice Szepetowski
Secretary-Treasurer Chairwoman

Friends of Passaic County Parks, Inc. Board of Trustees
Resolution No. 19-02
Page 2 of 3
RECORD OF VOTE

MOTION MADE BY: IN VAIN SECONDED: 5 \ V. 4

MEMBERS
FREEHOLDER DIRECTOR DESIGNEE JOHN W. BARTLETT
COUNTY ADMINISTRATOR DESIGNEE MATTHEW JORDAN
DIRECTOR OF PARKS AND RECREATION DESIGNEE GREG MOORE
DIRECTOR OF CULTURAL AND HISTORIC AFFAIRS KELLY RUFFEL
ROBERT SPIOTTI
KELLY PASCRELL
JAMIE DYE
VICE-CHAIRMAN GEORGE SILVA
CHAIRWOMAN ALICE SZPEJTOWSKI

YES NO ABSTAIN

RESOLUTION PASSES: YES ___ NO ___

CERTIFICATION

I, Matthew P. Jordan, Esq., do hereby certify that the foregoing is a true copy of the resolution adopted by the Friends of Passaic County Parks, Inc. Board of Trustees at a meeting held on the 14th day of January, 2019.

IN WITNESS WHEREOF, I have hereunder set my hand and the official seal of this body this ___ day of ___ , 2019.

Matthew P. Jordan, Esq.
Secretary-Treasurer
MEMORANDUM OF UNDERSTANDING

between

Passaic County Board of Chosen Freeholders

and

Friends of Passaic County Parks, Inc.

WHEREAS, the Passaic County Board of Chosen Freeholders ("Board") operates an extensive Park System, including the Apakwa Preserve in West Milford, Roundhill Park in Bloomingdale, Gerret Mountain Reservation in Woodland Park and Jefferson, Great Brook Park in Hackettstown, Pompton Aquatic Park in Pompton Lakes and Wayne, Frescman Valley Golf Club in Wayne, Rife Camp Park in Woodland Park, SunView Park in West Milford and Upper Ridge Park in Ringwood and West Milford; and

WHEREAS, the Board remains committed to investing in open space, recreation, and parkland in the County of Passaic ("County"), and is aggressive in seeking grants and private sources to supplement budgeted monies towards maintenance, programming, and infrastructure improvements in the Passaic County Park System; and

WHEREAS, in an effort to raise private donations for the Passaic County Park System, and qualify for grant opportunities not available to government units, the Board is pleased to announce the creation of the Friends of Passaic County Parks, Inc. ("FOCP") a New Jersey non-profit corporation under Section 501(c)(3) of the Internal Revenue Code on September 29, 2005; and

WHEREAS, since its creation the FOCP has undertaken a number of roles to enhance and promote the Passaic County Park System, including organizing the annual County Fair, summer concerts in the parks, and applying for and receiving grants from a variety of private and governmental sources, including the 1772 Foundation, the 100 Club of New Jersey and PNC Bank, among others, and

WHEREAS, the Board needs to formalize the role and relationship of the FOCP in the County's long term efforts for maintenance and rehabilitation of the Passaic County Park System, and clarify its role in infrastructure improvements and programming planning and programming efforts.

NOW, THEREFORE, LET IT BE RESOLVED AS FOLLOWS:

1. The County shall work in concert with the FOCP Board of Trustees to submit grant applications, as applicable, for programming and improvements to county facilities.

Introduce on: August 18, 2008

Adopted on: December 30, 2009

Official Resolution #: R20191186
2. The County shall, when appropriate, provide professional and technical support to the POPCOP in grant applications, review infrastructure projects, and provide matching funds, as approved by the Board, to further investment in the Passaic County Park System.

3. The County shall provide space on its website for the POPCOP to post, among other important documents, its certificate of incorporation, the IRS non-profit exemption letter, the Board of Trustees bylaws, meeting agendas, meeting minutes, and audit reports.

4. The POPCOP is authorized to apply for grants on behalf of the Board for funding priorities outlined herein, including, but not limited to, infrastructure improvement projects, planning documents, and programming.

5. The POPCOP shall operate the County Fair on a yearly basis in coordination with the County and Board, including, but not limited to, raising sponsorship funds for entertainment and other activities at the Fair, maintaining vendor, and coordinating daily operations.

6. The POPCOP shall operate a membership and tour program whereby residents can purchase membership and tickets for the Passaic County Park System, as approved by the Director of the Department of Parks and Recreation, to offset costs of same to the County.

7. The POPCOP shall seek to establish programming activities in the Passaic County Park System, including, but not limited to, a summer concert series.

8. The POPCOP shall undertake other actions, as appropriate, to promote the Passaic County Park System and increase visitation.

9. The POPCOP shall, on an annual basis, provide the Board with approved minutes from its meetings of the Friends of Passaic County Parks, Inc. Board of Trustees and provide an audit report of its financial spending on a yearly basis.

L E T T E R  F U R T H E R  R E S O L V E D  t h a t this Memorandum of Understanding shall remain valid and binding until such time that the Board issues a Resolution dissolving the POPCOP.

Friends of Passaic County Parks

Board of Chosen Freeholders

\[ Signature \]

\[ Signature \]

Introduced on: August 10, 2016
Adopted on: December 30, 2019

Official Resolution: R20191186
Passaic County Board of Chosen Freeholders

Public Meeting (Board Meeting)

Date: Jan 22, 2019 - 5:30 PM
Location: County Administration
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION CONCURRING WITH A GRANT APPLICATION OF THE FRIENDS OF PASSAIC COUNTY PARKS, INC., APPROVING A PUBLIC HEARING, AND PROVIDING MATCHING FUNDS TO THE STATE OF NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION, GREEN ACRES PROGRAM FOR THE HIGHLANDS PRESERVE ATHLETIC FIELD IMPROVEMENT PROJECT IN WEST MILFORD, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

William J. Pascrell, III , Esq.
COUNTY COUNSEL

Administration and Finance
COMMITTEE NAME

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Dated: January 24, 2019
RESOLUTION CONCURRING WITH A GRANT APPLICATION
OF THE FRIENDS OF PASSAIC COUNTY PARKS, INC.,
APPROVING A PUBLIC HEARING, AND PROVIDING MATCHING
FUNDS TO THE STATE OF NEW JERSEY DEPARTMENT OF
ENVIRONMENTAL PROTECTION, GREEN ACRES PROGRAM
FOR THE HIGHLANDS PRESERVE ATHLETIC FIELD
IMPROVEMENT PROJECT IN WEST MILFORD, NEW JERSEY

WHEREAS, the County of Passaic (hereafter “County”) owns
and operates an extensive park system, including the Highlands
Preserve in West Milford, New Jersey; and

WHEREAS, the New Jersey Department of Environment
Protection, Green Acres Program (hereafter "State"), provides
loans and/or grants to municipal and county governments and
grants to nonprofit organizations for assistance in the acquisition,
development, and stewardship of lands for outdoor recreation and
conservation purposes; and

WHEREAS, the Friends of Passaic County Parks, Inc.,
("FOPCP") is a New Jersey non-profit corporation created by the
Passaic County Board of Chosen Freeholders ("Board") via
Resolution No. 08-742 on September 8th, 2008, and as such, is a
qualified entity to receive grants under the Green Acres Program;
and

WHEREAS, on August 16, 2016, a Memorandum of
Understanding was ratified between the County and the FOPCP
via Resolution R20160664, setting forth the roles and
responsibilities of each parties with respect to improvements and
programming in the Passaic County Park System; and

WHEREAS, the FOPCP supports and raises private
donations for improvements, repairs, and programming for the
Passaic County Park System, which includes the Highlands
Preserve in West Milford, New Jersey, the subject of this grant application and Resolution; and

WHEREAS, the County is desirous to concur with the Resolution approved by the Board of Trustees of the POPCP on January 14, 2019 authorizing a grant application to the Green Acres Program for the Highlands Preserve Athletic Field Improvement Project for a projected budgeted amount of one million dollars ($1,000,000.00); and

WHEREAS, this matter was reviewed by the Finance and Administration Committee on January 15, 2019 and is being referred to the Board for its approval.

NOW THEREFORE LET IT BE RESOLVED, that the Passaic County Board of Chosen Freeholders are authorizing the following: (1) concurrence with the grant application for the Highlands Preserve Athletic Field Improvement Project to the Green Acres Program; (2) the County will provide additional application information and furnish such documents as may be required; (3) act as the authorized correspondent of the above named application; (4) the County of Passaic will provide a match in the amount of seven hundred and fifty thousand dollars ($750,000.00); (5) that, in the event the State's funds are less than the total project costs specified herein, the County and/or POPCP has the balance of funding necessary to complete the project; (6) the County agrees comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and (7) this Resolution takes effect immediately.
LET IT BE FURTHER RESOLVED that a public hearing is scheduled for February 12, 2019, which will be advertised in an official newspaper of the County, or a newspaper in general publication of the County fifteen (15) days before the hearing, as set forth in Green Acres Program rules and regulations.

January 22, 2019
October 23, 2019

Alice Szepietowski, Chairwoman
Friends of Passaic County Parks, Inc
401 Grand Street
Paterson, New Jersey 07505

RE: Green Acres Project Number 16-19-10
   Rea House Historic Landscape Restoration

Dear Ms. Szepietowski:

I am pleased to inform you that the Department of Environmental Protection and the Garden State Preservation Trust have approved Friends of Passaic County Parks, Inc’s application for a Green Acres matching grant of $250,000.00. This funding is contingent upon the passage of a legislative appropriation.

I congratulate you on your stewardship efforts which improve and expand the conservation and recreation opportunities in our state. Friends of Passaic County Parks, Inc’s contribution in maintaining this park will help preserve a valuable resource for future generations. Green Acres staff will contact you directly and provide further information to guide you through this project.

Preserving open space and improving and expanding local parks are a critical component of the state’s efforts to combat sprawl and protect our quality of life. We look forward to working with Friends of Passaic County Parks, Inc toward the successful completion of this important project.

Sincerely,

Catherine R. McCabe
Commissioner
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING AWARD OF LEASE FOR OPERATION OF THE GARRET MOUNTAIN RESERVATION EQUESTRIAN CENTER, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
COUNTY ADMINISTRATOR

REVIEWED BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Administration and Finance
COMMITTEE NAME

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Akhter     |       |      | ✓    |     |     |     |      |      |
Best Jr.   | ✓     | ✓    |     |     |     |     |      |      |
Duffy      |       |      | ✓    |     |     |     |      |      |
James      | ✓     | ✓    | ✓    |     |     |     |      |      |
Lepore     | ✓     | ✓    | ✓    |     |     |     |      |      |

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

Dated: December 30, 2019
RESOLUTION AUTHORIZING AWARD OF LEASE FOR OPERATION OF THE GARRET MOUNTAIN RESERVATION EQUESTRIAN CENTER

WHEREAS, on December 10, 2019, proposals were received and opened for the Request for Proposals (RFP) 19-033, Operation of the Garret Mountain Reservation Equestrian Center as a competitive contract pursuant to the Local Public contract Law, specifically N.J.S.A. 40A: 11-4.1 et seq.; and

WHEREAS, the evaluation committee established to review the proposals has had an opportunity to review and discuss the proposals received (see attached Memorandum); and

WHEREAS, the Review and Evaluation Committee is recommending to the Board of Chosen Freeholders that the Lease Agreement for the Operation of the Garret Mountain Reservation Equestrian Center be awarded to Elite Equine 3, LLC in accordance with the terms set forth in the proposal; and

WHEREAS, the Finance, Administration and Personnel Committee has reviewed this matter at its December 18, 2019 committed meeting and recommends this resolution to the full Board for adoption; and

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

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby
accepts the committee’s recommendation of award of contracts under the Local Public Contract Law, specifically N.J.S.A. 40A: 11-4.1 et seq. to Elite Equine 3, LLC., as set forth above; and

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

**BE IT FURTHER RESOLVED** that the Clerk to the Board shall advertise in a paper of local circulation, the award of RFP-19-033 Operation of the Garret Mountain Reservation Equestrian Center, as a competitive contract.

December 30, 2019

LSP
Memorandum

TO: Finance and Administration Committee

FROM: Matthew P. Jordan, Deputy County Administrator
Darryl Sparta, Director, Parks and Recreation Department
Stephen Orsini, Superintendent, Buildings and Grounds Department

RE: RFP-19-033, Operation of the Garret Mountain Reservation Equestrian Center

DATE: December 13, 2019

Background and Scoring Criteria

On December 13, 2019, Passaic County Deputy Administrator Matthew Jordan, Passaic County Parks and Recreation Director Darryl Sparta, and Passaic County Superintendent of Buildings and Grounds Stephen Orsini (hereafter "Review Committee") met to review and score responses to RFP-19-033, Operation of the Garret Mountain Reservation Equestrian Center (hereafter "RFP") in conformance with the requirements of N.J.S.A. 40A:11-4.1. Pursuant to the RFP, the proposals were scored using the following weighted scoring criteria: (1) Management, 33/100; (2) Technical 33/100; and (3) Cost, 34/100.

Scoring of Respondents

Two (2) qualified firms responded to the RFP: (1) Elite Equine 3, LLC, and (2) F and D Equestrian, LLC. After reviewing the two (2) responses, the Review Committee scored the proposals as follows.

I. Elite Equine 3, LLC

a. Management. The respondent set forth an experienced team of equine professionals with the skill, experience, and expertise required to operate an equestrian facility for the public. Including, but not limited to, running programming, offering lessons, boarding and caring for horses, and other management expertise necessary to operate an equestrian facility (30/33)

b. Technical. The respondent offered a narrative demonstrating an ability to meet the requirements of the RFP as set forth in the bid documents, and operate an equestrian facility in line with the County of Passaic's (hereafter "County") standards and applicable law. Likewise, there are a number of recreational offerings to Passaic County residents, including community participation with underserved populations and non-profit organizations. (30/33)

c. Cost. The fee schedule is competitive with industry rates, and the rent schedule exceeds the minimum requirement of the County, as set forth in the bid documents. (30/34)

TOTAL = 90/100
II. F and D Equestrian, LLC.

a. **Management.** The respondent set forth management professionals necessary to operate the equestrian center in conformance with the bid documents. The principal operators of the equestrian center are sufficiently experienced in operating similar equine facilities. (30/33)

b. **Technical.** The respondent offered an adequate narrative of programming, lessons, and boarding that meet the requirements of the bid documents. However, the main program described is presented as operating through a non-profit corporation, a structure that was not contemplated by the County in the bid documents that exposes the County to unknown legal liabilities. (25/33)

c. **Cost.** The fee schedule is competitive with industry rates, and the rent schedule exceeds the minimum requirement of the County, as set forth in the bid documents. (32/34)

TOTAL = 87/100

*Review Committee Recommendation*

Based upon the scoring of the Review Committee, it is recommended a lease be awarded to Elite Equine 3, LLC, for a five (5) year term, with a yearly rent of sixty three thousand dollars ($63,000.00), and the other conditions as set forth in the bid documents.

---

cc: Anthony J. DeNova, Passaic County Administrator  
Sherry Arvanitsakis, QPA, Purchasing Agent  
Michael Glovin, Passaic County Counsel

---
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM  Location: County Administration Building
                                      220
                                      401 Grand Street
                                      Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE AVAILABILITY OF METLIFE HOME AND AUTOMOBILE INSURANCE TO EMPLOYEES BASED ON THEIR STATUS AS AN EMPLOYEE OF THE COUNTY OF PASSAIC, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Administration and Finance
COMMITTEE NAME

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AYE = yes  NAY = no  ABST. = abstain  RECU. = recuse

Dated: December 30, 2019
RESOLUTION AUTHORIZING THE AVAILABILITY OF METLIFE HOME AND AUTOMOBILE INSURANCE TO EMPLOYEES BASED ON THEIR STATUS AS AN EMPLOYEE OF THE COUNTY OF PASSAIC

WHEREAS the Board of Chosen Freeholders of the County of Passaic desire to make favorable opportunities and benefits available to the employees for the County of Passaic; and

WHEREAS MetLife Insurance has presented a program which is said to provide discounts to participants on automobile, home, renters, boat, recreational vehicle and umbrella policies to employees of the County based on their status as such; and

WHEREAS this matter was discussed and reviewed by the Finance and Administration Committee at their meeting on November 25, 2019 which recommended that it be approved by the entire Board.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that MetLife be and hereby is authorized to make available an insurance program to County employees; and

BE IT FURTHER RESOLVED that any insurance policies purchased by an employee through this program is specific to the individual policy holder and does not bind the County of Passaic in any fashion, nor should the availability of this benefit to employees be construed as a recommendation or endorsement by the County for the policies offered.

December 30, 2019
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AWARDING THE CONTRACT FOR ACCOUNTING CONSULTING SERVICES FOR THE 2020 CALENDAR YEAR TO ROBERT G. CALISE, 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Administration and Finance
COMMITTEE NAME

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RECU. = recuse

Dated: December 30, 2019
RESOLUTION AWARDING THE CONTRACT FOR ACCOUNTING
CONSULTING SERVICES FOR THE 2020 CALENDAR YEAR TO
ROBERT G. CALISE

WHEREAS there exists a need for Accounting Consulting
Services for the County of Passaic during the 2020 calendar year
by a professional who is licensed by the New Jersey Department of
Community Affairs, Division of Local Government Services as a
Certified Municipal Finance Officer or a Certified County Finance
Officer; and

WHEREAS a Request for Qualification was posted, which
established the required qualifications, including that he
respondent be licensed by the New Jersey Department of
Community Affairs, Division of Local Government Services as a
Certified Municipal Finance Officer or a Certified County Finance
Officer; and

WHEREAS the County received responses to its Request for
Qualifications on November 22, 2019; and

WHEREAS Robert G. Calise submitted a proposal which met
the required qualifications; and

WHEREAS Robert G. Calise is being recommended by the
Finance Department (see correspondence dated November 26,
2019 attached hereto and made part hereof); and

WHEREAS the aforesaid proposal was reviewed and
discussed by the Finance and Administration Committee on
December 18, 2019 and recommended to the full Board for
approval; and

WHEREAS the expenditure for the scope of scope of services
are expected to exceed $85,000.00; and
WHEREAS a certification is attached which indicates that funds are available for the within contemplated expenditure; and

WHEREAS the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., requires that the resolution authorizing the award of contract for “Professional Services” without competitive bids and the contracts itself must be available for public inspection; and

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that the 2020 contract for Accounting Consulting Services be awarded to Robert G. Calise in accordance with the terms and conditions set forth above; and

BE IT FURTHER RESOLVED that the Director and Clerk of the said Board are hereby authorized to execute the necessary agreement pursuant to effectuate the Contract on behalf of the County of Passaic; and

BE IT FURTHER RESOLVED that the Contract is awarded under the “Fair and Open” procedures established in accordance with the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, 35, et seq., in that the contract is otherwise exempt from formal bidding as a “Professional Services” pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-5 (1) (a)(i); and

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

Dated: December 30, 2019

LSP
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $85,000.00

APPROPRIATION: Contingent upon availability of funds in 2020 adopted budget

PURPOSE: Resolution to award a contract to Robert G. Calise for accounting consulting services.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr

Introduced on: December 30, 2018
Adopted on: December 30, 2019
Official Resolution#: R20191189
COUNTY OF PASSAIC
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Richard Cahill
   Telephone #: 873-881-4440 Date: 12/18/19
   DESCRIPTION OF RESOLUTION:
   Award of a contract to Robert G. Calise for accounting consulting services
   PROCUREMENT SOLICITATION (if any)#: RFQ 20-039

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: $ not to exceed $85,000

   REQUISITION #
   ACCOUNT #: 0-01-20-103-001-233

4. COMMITTEE REVIEW:
   X Administration & Finance 12/18/19
   ___ Public Works / Buildings & Grounds
   ___ Planning & Economic Development
   ___ Health, Human Services & Community Affairs
   ___ Law & Public Safety
   ___ Energy
   ___ Other Specify: ____________________________

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191189
COUNTY OF PASSAIC
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Richard Cahill
   Telephone #: 073-881-4440 Date: 12/18/19

   DESCRIPTION OF RESOLUTION:
   Award of a contract to Robert G. Callise for accounting consulting services

   PROCUREMENT SOLICITATION (if any)#: RFQ 20-039

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: $ not to exceed $85,000

   REQUISITION #
   ACCOUNT # 0-07-20-103-001-233

4. COMMITTEE REVIEW: DATE
   X Administration & Finance 12/18/19
   ___ Public Works / Buildings & Grounds
   ___ Planning & Economic Development
   ___ Health, Human Services & Community Affairs
   ___ Law & Public Safety
   ___ Energy
   ___ Other Specify: ____________________________

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R201911189
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AWARDING THE CONTRACT FOR COST REIMBURSEMENT CONSULTING SERVICES FOR THE 2020 CALENDAR YEAR TO PINO CONSULTING GROUP, 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Administration and Finance
COMMITTEE NAME

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AYE= yes  NAY= no  ABST.= abstain
RECU.= recuse

Dated: December 30, 2019
RESOLUTION AWARDS THE CONTRACT FOR COST REIMBURSEMENT CONSULTING SERVICES FOR THE 2020 CALENDAR YEAR TO PINO CONSULTING GROUP

WHEREAS there exists a need for Cost Reimbursement Consulting Services for the County of Passaic during the 2020 calendar year; and

WHEREAS a Request for Qualification was posted, which established that the applicant be able to perform the “Extraordinary Unspecifiable Services” as defined in N.J.S.A. 40A:11-2(7), namely services that are specializes and qualitative in nature requiring expertise, extensive training and proven reputation in the services sought; and

WHEREAS the County received responses to its Request for Qualifications on November 26, 2019; and

WHEREAS Pino Consulting Group submitted a proposal which met the required qualifications; and

WHEREAS Pino Consulting Group is being recommended by the Finance Department (see correspondence dated November 27, 2019 attached hereto and made part hereof); and

WHEREAS the aforesaid proposal was reviewed and discussed by the Finance and Administration Committee on December 18, 2019 and recommended to the full Board for approval; and

WHEREAS the expenditure for the scope of services shall not exceed $57,250.00; and

WHEREAS a certification is attached which indicates that funds are available for the within contemplated expenditure; and
WHEREAS the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., requires that the resolution authorizing the award of contract for “Extraordinary Unspecifiable Services” without competitive bids and the contracts itself must be available for public inspection; and

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that the 2020 contract for Cost Reimbursement and Technical Consulting Services be awarded to Pino Consulting Group in accordance with the terms and conditions set forth above; and

BE IT FURTHER RESOLVED that the Director and Clerk of the said Board are hereby authorized to execute the necessary agreement pursuant to effectuate the Contract on behalf of the County of Passaic; and

BE IT FURTHER RESOLVED that the Contract is awarded under the “Fair and Open” procedures established in accordance with the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, 35, et seq., in that the contract is otherwise exempt from formal bidding as a “Extraordinary Unspecifiable Services” pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-5 (1) (a)(ii); and

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

Dated: December 30, 2019

LSP
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $57,250.00

APPROPRIATION: Contingent upon availability of funds in 2020 adopted budget

PURPOSE: Resolution to award a contract to Pino Consulting Group.

[Signature]
Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC: fr

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191180
To: Sherry Arvanitakis

From: Rich Cahill

Date: 11/27/19

Re: RFQ 20-040 Cost Reimbursement & Technical Consulting Services

A request for Qualifications for Cost Reimbursement & Technical Consulting Services was issued and a response was received from:

Pino Consulting Group

It appears that Pino Consulting Group has the required qualifications to provide the requested Cost Reimbursement & Technical Consulting Services

It is recommended that a contract for these services be awarded to Pino Consulting Group in the amount not to exceed $57,250.
To: Sherry Arvanitakis  
From: Rich Cahill
Date: 11/27/19
Re: RFQ 20-040 Cost Reimbursement & Technical Consulting Services

A request for Qualifications for Cost Reimbursement & Technical Consulting Services was issued and a response was received from:

Pino Consulting Group

It appears that Pino Consulting Group has the required qualifications to provide the requested Cost Reimbursement & Technical Consulting Services

It is recommended that a contract for these services be awarded to Pino Consulting Group in the amount not to exceed $57,250.
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building 220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION TO FURTHER AMEND RESOLUTION R-2017-0725 DATED SEPTEMBER 12, 2017 TO EXTEND CONTRACT BY AND BETWEEN COUNTY OF PASSAIC AND VITAL COMMUNICATIONS, INC. FOR MAINTENANCE OF THE MOD IV COMPUTER SYSTEM UTILIZED BY THE PASSAIC COUNTY BOARD OF TAXATION FROM JANUARY 1, 2020 THROUGH FEBRUARY 29, 2020, ALL AS NOTED IN THE RESOLUTION., 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Administration and Finance

COMMITTEE NAME

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Dated: December 30, 2019
RESOLUTION TO FURTHER AMEND RESOLUTION R-2017-0725 DATED SEPTEMBER 12, 2017 TO EXTEND CONTRACT BY AND BETWEEN COUNTY OF PASSAIC AND VITAL COMMUNICATIONS, INC. FOR MAINTENANCE OF THE MOD IV COMPUTER SYSTEM UTILIZED BY THE PASSAIC COUNTY BOARD OF TAXATION FROM JANUARY 1, 2020 THROUGH FEBRUARY 29, 2020

WHEREAS the Board of Chosen Freeholders of the County of Passaic, by Resolution R-2017-0725 dated September 12, 2017, awarded a two-year contract for software and maintenance support for the computer system utilized by the Passaic County Board of Taxation, known as the Mod IV Computer System, to Vital Communications, Inc. of Trenton, NJ for the period October 1, 2017 through September 30, 2019 for the estimated price of $42,300.00; and

WHEREAS it is necessary to procure the services for the needed software and maintenance for the said Board of Taxation through a new competitive contract (Request for Proposal – RFP) process for a new period, which was recently authorized by a Resolution of the said Tax Board; and

WHEREAS the said Board, by Resolution R-2019-0873 dated October 8, 2019, authorized an amendment to the original 2017 Resolution to extend the contract with Vital Communications, Inc. through the end of the 2019 calendar year to allow the competitive contract process to be followed; and

WHEREAS on the date for receipt of proposals on these services, no proposals were received and, consequently, the Tax Board is requesting that the Freeholders authorize a further contract extension of two (2) months to allow this process to be repeated for the approximate sum of $7,050.00; and
WHEREAS this matter was reviewed by the Freeholder members on the Finance & Administration Committee via e-mail and recommended to the full Board for approval; and

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

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders and the County of Passaic that it hereby further amends its Resolution R-2017-0725 dated September 12, 2017 to extend the contract by and between the County of Passaic and Vital Communications, Inc. for maintenance of the Mod IV Computer System utilized by the Passaic County Board of Taxation from January 1, 2020 through February 29, 2020 for the approximate sum of $7,050.00 for the reasons set forth above.

BE IT FURTHER RESOLVED that other than extending the contract period, all of the terms and conditions of the original award of contract shall remain in full force and effect.

December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $7,050.00

APPROPRIATION: T-20-56-880-002-801

PURPOSE: Resolution to further amend resolution R-2017-0725 to extend contract with Vital Communications, Inc.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC: fr
December 19, 2019

Anthony De Nova, Administrator
County of Passaic
401 Grand St.
Paterson, NJ 07505

RE: Board of Taxation Mod IV Vendor

Dear Tony:

We recently went to bid for proposals for a Mod IV vendor, and we received no proposals as of the recent RFP date. We are requesting that the current Mod IV vendor, Vital Communications, be extended for a period of two months through February 29, 2020 to allow the process to unfold.

We have enclosed a Resolution Request Form, and Mr. Glovin will prepare the Resolution for submission to the Finance Committee on December 30, 2019.

Very truly yours,

Jay R. Schwartz, M.P.A., C.T.A.
Tax Administrator

JRS:mb
Enclosure

cc: Michael Glovin, Esq., County Counsel, County of Passaic
    Sherry Arvanitakis, QPA, Director of Purchasing, County of Passaic
December 19, 2019

Anthony De Nova, Administrator
County of Passaic
401 Grand St.
Paterson, NJ 07505

RE: Board of Taxation Mod IV Vendor

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Very truly yours,

[Signature]

Jay R. Schwartz, M.P.A., C.T.A.
Tax Administrator

JRS:mb
Enclosure

cc: Michael Glovin, Esq., County Counsel, County of Passaic
    Sherry Arvanitakis, QPA, Director of Purchasing, County of Passaic
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM  
Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES, 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:

________________________

Michael H. Glovin, Esq.  
COUNTY COUNSEL

Administration and Finance  
COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES

WHEREAS various Passaic County Departments and Institutions have requested the purchase of items and services pursuant to State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules as indicated in the attached correspondence for the Various Passaic County Departments; and

WHEREAS the Board of Chosen Freeholders is desirous of approving said purchase in accordance with the terms of the State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules and authorizing the Purchasing Agent to issue the appropriate Purchase Order; and

WHEREAS the Passaic County Finance Committee has considered this matter and recommend this Resolution to the full Board for adoption; and

WHEREAS a certification is attached indicating that funds are available for the above contemplated expenditures;

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of goods and/services in accordance with the terms of the applicable State Contract described below:
<table>
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<tr>
<th><strong>Vendor:</strong></th>
<th><strong>MRA International</strong></th>
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<td>Description:</td>
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<td>Using Agency:</td>
<td>Supt. of Elections</td>
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<td>Amount:</td>
<td>$21,804.00</td>
</tr>
<tr>
<td>Account:</td>
<td>9-01-22-141-001-E01</td>
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**BE IT FURTHER RESOLVED** that the Purchasing Agent and all other necessary officers and employees to and hereby are authorized and directed to take such further actions and sign such documents as are necessary to effectuate the purpose of this resolution, including but not limited to issuance of an appropriate Purchase Order.

Dated: December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $21,804.00

APPROPRIATION: 9-01-22-141-001-E01

PURPOSE: Resolution to purchase via state contract and county cooperatives.

[Signature]
Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES, 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:

______________________________________________________________

Michael H. Glovin, Esq.
COUNTY COUNSEL

Administration and Finance

COMMITTEE NAME

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Lazzara    |      |     |      |     |     |     |      |      |
Akhter     |      | ✓   |      |     |     |     |      |      |
Best Jr.   | ✓    |     |      |     |     |     |      |      |
Duffy      |      |     |      |     |     |     |      | ✓    |
James      | ✓    | ✓   | ✓    |     |     |     |      |      |
Lepore     | ✓    |     |      |     |     |     |      |      |

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

Dated: December 30, 2019
RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES

WHEREAS various Passaic County Departments and Institutions have requested the purchase of items and services pursuant to State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules as indicated in the attached correspondence for the Various Passaic County Departments; and

WHEREAS the Board of Chosen Freeholders is desirous of approving said purchase in accordance with the terms of the State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules and authorizing the Purchasing Agent to issue the appropriate Purchase Order; and

WHEREAS the Passaic County Finance Committee has considered this matter and recommend this Resolution to the full Board for adoption; and

WHEREAS a certification is attached indicating that funds are available for the above contemplated expenditures;

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of goods and/services in accordance with the terms of the applicable State Contract described below:
**Vendor:** MRA International

State: #89974

Description: Software, Hardware & Maint. Agreements

Using Agency: Supt. of Elections

Requisition No.: R9-07457

Amount: $21,804.00

Account: 9-01-22-141-001-E01

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

Dated: December 30, 2019
Passaic County Board of Chosen Freeholders

Public Meeting (Board Meeting)
Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION APPOINTING MATTHEW P. JORDAN, ESQ. PASSAIC COUNTY COUNSEL FOR THE UNEXPIRED TERM COMMENCEING JANUARY 1, 2020 AND TERMINATING FEBRUARY 26, 2022, PURSUANT TO N.J.S.A. 40A:9-43, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

APPROVED AS TO FORM AND LEGALITY:

Official Resolution# | R20191194
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Meeting Date | 12/30/2019
Introduced Date | 12/30/2019
Adopted Date | 12/30/2019
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Purchase Req. # |  

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

Dated: December 30, 2019
RESOLUTION APPOINTING MATTHEW P.
JORDAN, ESQ. PASSAIC COUNTY COUNSEL
FOR THE UNEXPIRED TERM COMMENCING JANUARY 1, 2020
AND TERMINATING FEBRUARY 26, 2022, PURSUANT
TO N.J.S.A. 40A:9-43, ALL AS NOTED IN THE RESOLUTION

WHEREAS, pursuant to N.J.S.A. 40A:9-43, the Passaic County Board of Chosen Freeholders (hereafter “Board”) is required to appoint a county counsel, to head the County’s legal department; and

WHEREAS, the Board most recently appointed Michael Glovin, Esq., as Passaic County Counsel for a term commencing February 26, 2019 and expiring February 26, 2022; and

WHEREAS, Mr. Glovin served the Board and Passaic County as a public servant for nearly forty years, beginning as Assistant County Counsel, Acting County Adjuster, Deputy County Counsel, and Passaic County Counsel; and

WHEREAS, in a letter dated December 19, 2019 to the Director of the Board, Mr. Glovin submitted his resignation as Passaic County Counsel effective December 31, 2019; and

WHEREAS, pursuant to N.J.S.A. 40A:9-12.1(b), the Board has the authority to appoint a successor as Passaic County Counsel for the unexpired term of Mr. Glovin, commencing January 1, 2020 and expiring February 26, 2022; and

WHEREAS, Matthew P. Jordan, Esq. was born and raised in Passaic County, graduated from Lakeland Regional High School in the Borough of Wanaque, received a Bachelor of Arts from Rutgers University, a Juris Doctorate from Seton Hall University School of Law, and is an attorney in-good standing licensed to practice law in the State of New Jersey; and

WHEREAS, previously, Mr. Jordan has served as Assistant Corporation Counsel in the City of Paterson, and for the past five years as Deputy County Administrator in the County of Passaic; and
WHEREAS, the Administration and Finance Committee has approved Matthew P. Jordan to be Passaic County Counsel, for the unexpired term commencing January 1, 2020 and expiring February 26, 2022, and is recommending the appointment to the Board for approval; and

NOW, THEREFORE, LET IT BE RESOLVED, by the power vested in the Passaic County Board of Chosen Freeholders pursuant to N.J.S.A. 40A:9-43 that Matthew P. Jordan is appointed Passaic County Counsel for an unexpired term beginning January 1, 2020 and expiring February 26, 2022; and

LET IT BE FURTHER RESOLVED that Mr. Jordan shall be afforded all of the benefits providing to similarly situated Passaic County officers and employees, and that this Resolution shall take effective immediately.

Dated: December 30, 2019
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION QUALIFYING A POOL OF OUTSIDE LEGAL COUNSEL/SPECIAL LITIGATION COUNSEL FOR THE COUNTY OF PASSAIC COUNTY YEAR 2020, 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:
Michael H. Glovin, Esq.
COUNTY COUNSEL

Administration and Finance
COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION QUALIFYING A POOL OF OUTSIDE LEGAL COUNSEL/SPECIAL LITIGATION COUNSEL FOR THE COUNTY OF PASSAIC COUNTY YEAR 2020

WHEREAS there exists a need for attorneys who specialize in the type of litigation brought against public entities in the County of Passaic for calendar year 2020; and

WHEREAS the County issued public solicitations RFQ-20-035 and RFQ-20-047 for qualified organizations to perform these services in accordance with the “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, et seq.; and

WHEREAS the responses to said public solicitation were received on November 21, 2019 and December 12, 2019 respectively, and reviewed by the Committee previously established for that purpose by resolution R-06-097 adopted on February 14, 2006; and

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

- ERIC M. BERNSTEIN & ASSOC., LLC
- MARINIELLO & MARINIELLO, P.C
- BIANCAMANO & DISTEFANO P.C
- WEINER LAW GROUP LLP
- DARIO ALBERT, METZ, EYERMAN, CANADA, CONCANNON, ORTIZ, & KROUSE LLC
- O’DONNELL MCCOY HELENIAK LLC
- ADAMS GUTIERREZ & LATTIBOUDE RE LLC
- FLORIO KENNY RAVAL
- FLORIO PERRUCCI STEINHAR DT & CAPPELLI LLC
- HOAGLAND LONGO MORAN DUNST & DOUKAS LLP
- JALLOH & JALLOH
WHEREAS the Board of Chosen Freeholders (the “Board”) will make specific assignments to the qualified firms on an as-needed basis by subsequent resolution of the Board; and

WHEREAS the Finance and Administration Committee has reviewed this matter at its December 18, 2019 meeting and recommended this resolution to the full Board for adoption; and

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders for the County of Passaic that the above-referenced firms be and hereby are qualified to provide the referenced services for the 2020 calendar year; and

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

BE IT FURTHER RESOLVED that the Clerk of the Board, Director of the Board and County Administrator are hereby authorized to execute all necessary agreements on behalf of the County of Passaic as prepared by the Office of County Counsel for said purpose; and
BE IT FURTHER RESOLVED that although exempt from formal public bidding, this process has been governed by the “Fair and Open” procedures as established in the “Pay-to-Play” law, N.J.S.A. 19:44A-20.4, et seq. as stated more fully above.

December 30, 2019

LSP
Memo

To: Sherry Arvanitakis, QPA

From: Nadege Allwaters, Deputy County Counsel

Date: December 23, 2019

Re: Qualifying Outside Legal Counsel/Special Litigation Counsel Under Pay to Play for 2020

In response to your submissions to me of the qualifications of Outside Legal Counsel/Special Litigation Counsel that were taken by the Purchasing Department on November 21, 2019 and December 12, 2019, please be advised that our office has reviewed the qualifications of the twenty-five (25) firms received and can report that twenty-four (24) are qualified to act as Outside Legal Counsel/Special Litigation Counsel. They are as follows:

- ERIC M. BERNSTEIN & ASSOC., LLC
- MARINIELLO & MARINIELLO, P.C
- BIANCAMANO & DISTEFANO P.C
- WEINER LAW GROUP LLP
- DARIO ALBERT, METZ, EYERMAN, CANDA, CONCANNON, ORTIZ, & KROUSE LLC
- O’DONNELL MCCOY HELENIAK LLC
- ADAMS GUTIERREZ & LATTIBOUDEE LLC
- FLORIO KENNY RAVAL
- FLORIO PERRUCCI STEINHARDT & CAPPELLI LLC
- HOAGLAND LONGO MORAN DUNST & DOUKAS LLP
- JALLOH & JALLOH
- M.A ARMSTRONG & ASSOC. LLC
- GLUCK WALRATH LLP
- CHASAN LAMPARELLO MALLON & CAPPUZZO
- WEBER DOWD LAW LLC
- SHAIN SCHACHER
• LLOYD D. HENDERSON & ASSOC.
• WATERS, MCPHERSON, MCNEILL PC
• ALOIA LAW FIRM LLC
• ANTONELLI KANTOR PC
• INGLESINO, WEBSTER, WYCISKALA & TAYLOR, LCC
• DVORAK & ASSOC. LLC
• ANDREW P. ODDO ESQ.
• SCIRO & MAROTTA P.C.

A resolution will be prepared for qualifying these firms for the 2020 Calendar Year.
Passaic County Board of Chosen Freeholders

Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION QUALIFYING A POOL OF BOND COUNSEL FOR THE COUNTY OF PASSAIC COUNTY YEAR 2020, 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Administration and Finance
COMMITTEE NAME

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Result | Adopted
FREEHOLDER | PRES | ABS | MOVE | SEC | AYE | MAY | NAY | ABST | REC | YR |
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Lazzara  |      |     |      |     |     |     |     |      |     |    |
Akhter   |      |     |      |     |     |     |     |      |     |    |
Best Jr. |      |     |      |     |     |     |     |      |     |    |
Duffy    |      |     |      |     |     |     |     |      |     |    |
James    |      |     |      |     |     |     |     |      |     |    |
Lepore   |      |     |      |     |     |     |     |      |     |    |

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

Dated: December 30, 2019
RESOLUTION QUALIFYING A POOL OF
BOND COUNSEL FOR THE COUNTY OF
PASSEIC COUNTY YEAR 2020

WHEREAS there exists a need for attorneys who specialize in bond work for the County of Passaic for calendar year 2020; and

WHEREAS the County issued public solicitations RFQ-20-033 and RFQ-20-046 for qualified organizations to perform these services in accordance with the “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, et seq.; and

WHEREAS the responses to said public solicitation were received on November 15, 2019 and December 12, 2019 respectively, and reviewed by the Committee previously established for that purpose by resolution R-06-097 adopted on February 14, 2006; and

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

- ARCHER & GREINER
- ROGUT MCCARTHY LLC
- GIBBONS P.C
- MCMANIMON, SCOTLAND & BAUMAN, LLC
- GLUCK WALRATH LLP
- WILENTZ, GOLDMAN & SPITZER P.A
- WATERS, MCPHERSON, MCNEILL P.C
WHEREAS the Board of Chosen Freeholders (the “Board”) will make specific assignments to the qualified firms on an as-needed basis by subsequent resolution of the Board; and

WHEREAS the Finance and Administration Committee has reviewed this matter at its December 18, 2019 meeting and recommended this resolution to the full Board for adoption; and

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders for the County of Passaic that the above-referenced firms be and hereby are qualified to provide the referenced services for the 2020 calendar year; and

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

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

BE IT FURTHER RESOLVED that although exempt from formal public bidding, this process has been governed by the “Fair and Open” procedures as established in the “Pay-to-Play” law, N.J.S.A. 19:44A-20.4, et seq. as stated more fully above.

December 30, 2019

LSP
Memo

To: Sherry Arvanitakis, QPA

From: Nadege Allwaters, Deputy County Counsel

Date: December 23, 2019

Re: Qualifying Bond Counsel Under Pay to Play for 2020

In response to your submissions to me of the qualifications of Bond Counsel that were taken by the Purchasing Department on November 15, 2019 and December 12, 2019, please be advised that our office has reviewed the qualifications of the seven (7) firms received and can report that all seven (7) are qualified to act as Bond Counsel. They are as follows:

- ARCHER & GREINER
- ROGUT MCCARTHY LLC
- GIBBONS P.C
- McMAMMON, SCOTLAND & BAUMAN, LLC
- GLUCK WALRATH LLP
- WILENTZ, GOLDMAN & SPITZER P.A
- WATERS, MCPHERSON, MCNEILL P.C

A resolution will be prepared for qualifying these firms for the 2020 Calendar Year.
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION QUALIFYING A POOL OF LABOR COUNSEL FOR THE COUNTY OF PASSAIC COUNTY YEAR 2020, 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:
Michael H. Glovin, Esq.
COUNTY COUNSEL

Administration and Finance
COMMITTEE NAME

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MOVE = moved    SEC. = seconded
AYE = yes      NAY = no     ABST. = abstain
RECU. = recuse

Dated: December 30, 2019
RESOLUTION QUALIFYING A POOL OF LABOR COUNSEL FOR THE COUNTY OF PASSAIC COUNTY YEAR 2020

WHEREAS there exists a need for attorneys who specialize in the practice of Labor Law for the County of Passaic for calendar year 2020; and

WHEREAS the County issued public solicitations RFQ-20-034 and RFQ-20-045 for qualified organizations to perform these services in accordance with the “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, et seq.; and

WHEREAS the responses to said public solicitation were received on November 15, 2019 and December 3, 2019 respectively, and reviewed by the Committee previously established for that purpose by resolution R-06-097 adopted on February 14, 2006; and

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

- TRIMBOLI PRUSINOWSKI LLC
- EM BERNSTEIN & ASSOC. LLC
- ALOIA LAW FIRM LLC
- FLORIO PERRUCCI STEINHARDT & CAPPELLI LLC

WHEREAS the Board of Chosen Freeholders (the “Board”) will make specific assignments to the qualified firms on an as-needed basis by subsequent resolution of the Board; and
WHEREAS the Finance and Administration Committee has reviewed this matter at its December 18, 2019 meeting and recommended this resolution to the full Board for adoption; and

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders for the County of Passaic that the above-referenced firms be and hereby are qualified to provide the referenced services for the 2020 calendar year; and

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

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

BE IT FURTHER RESOLVED that although exempt from formal public bidding, this process has been governed by the “Fair and Open” procedures as established in the “Pay-to-Play” law, N.J.S.A. 19:44A-20.4, et seq. as stated more fully above.

December 30, 2019

LSP
Memo

To: Sherry Arvanitakis, QPA

From: Nadege Allwaters, Deputy County Counsel

Date: December 23, 2019

Re: Qualifying Labor Counsel Under Pay to Play for 2020

In response to your submissions to me of the qualifications of Labor Counsel that were taken by the Purchasing Department on November 15, 2019 and December 3, 2019, please be advised that our office has reviewed the qualifications of the six (6) firms received and can report that four (4) of the six (6) are qualified to act as Bond Counsel. They are as follows:

- TRIMBOLI PRUSINOWSKI LLC
- EM BERNSTEIN & ASSOC. LLC
- ALOIA LAW FIRM LLC
- FLORIO PERRUCCI STEINHARDT & CAPPELLI LLC

A resolution will be prepared for qualifying these firms for the 2020 Calendar Year.
Res-Pg:1.18-1

Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM

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

Agenda: RESOLUTION QUALIFYING A POOL OF LEGAL COUNSEL/PATIENT ADVOCATE FOR THE COUNTY OF PASSAIC COUNTY YEAR 2020, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
COUNTY COUNSEL

REVIEWS BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Administration and Finance

COMMITTEE NAME

Official Resolution# R20191198
Meeting Date 12/30/2019
Introduced Date 12/30/2019
Adopted Date 12/30/2019
Agenda Item I-18
CAF #
Purchase Req. #
Result
Adopted

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

Dated: December 30, 2019
RESOLUTION QUALIFYING A POOL OF LEGAL COUNSEL/PATIENT ADVOCATE FOR THE COUNTY OF PASSAIC COUNTY YEAR 2020

WHEREAS there exists a need for attorneys who specialize in the legal needs and representation of patients that the County of Passaic Adjuster’s Office is responsible for in civil commitment cases and Court Hearings for calendar year 2020; and

WHEREAS the County issued public solicitations RFQ-20-037 and RFQ-20-049 for qualified organizations to perform these services in accordance with the “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, et seq.; and

WHEREAS the responses to said public solicitation were received on November 19, 2019 and December 19, 2019 respectively, and reviewed by the Committee previously established for that purpose by resolution R-06-097 adopted on February 14, 2006; and

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

- M.A ARMSTRONG & ASSOC. LLC
- SCIRO & MAROTTA, P.C.
- ALOIA LAW FIRM, LLC
- BRIAN R. SEQUIN ESQ.

WHEREAS the Board of Chosen Freeholders (the “Board”) will make specific assignments to the qualified firms on an as-needed basis by subsequent resolution of the Board; and
WHEREAS the Finance and Administration Committee has reviewed this matter at its December 18, 2019 meeting and recommended this resolution to the full Board for adoption; and

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders for the County of Passaic that the above-referenced firms be and hereby are qualified to provide the referenced services for the 2020 calendar year; and

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

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

BE IT FURTHER RESOLVED that although exempt from formal public bidding, this process has been governed by the “Fair and Open” procedures as established in the “Pay-to-Play” law, N.J.S.A. 19:44A-20.4, et seq. as stated more fully above.

December 30, 2019

LSP
Memo

To: Sherry Arvanitakis, QPA

From: Nadege Allwaters, Deputy County Counsel

Date: December 23, 2019

Re: Qualifying Legal Counsel/Patient Advocate Under Pay to Play for 2020

In response to your submissions to me of the qualifications of Legal Counsel/Patient Advocate that were taken by the Purchasing Department on November 19, 2019 and December 19, 2019, please be advised that our office has reviewed the qualifications of the four (4) firms received and can report that all are qualified to act as Legal Counsel/Patient Advocate. They are as follows:

- M.A. ARMSTRONG & ASSOC. LLC
- SCIRO & MAROTTA, P.C.
- ALOIA LAW FIRM, LLC
- BRIAN R. SEQUIN ESQ.

A resolution will be prepared for qualifying these firms for the 2020 Calendar Year.
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM

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

Agenda: RESOLUTION AWARDING A PROFESSIONAL SERVICES CONTRACT TO WATERS, McPHERSON, MCNEILL, P.C. TO PROVIDE OUTSIDE LEGAL SERVICES TO DEFENDANT MARIE S. GEORGES, 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Administration and Finance

COMMITTEE NAME

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MOVE= moved  SEC.= seconded
AYE= yes  NAY= no  ABST.= abstain
RECU.= recuse

Dated: December 30, 2019
RESOLUTION AWARDING A PROFESSIONAL SERVICES CONTRACT TO WATERS, McPHERSON, McNEILL, P.C. TO PROVIDE OUTSIDE LEGAL SERVICES TO DEFENDANT MARIE S. GEORGES

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

WHEREAS pursuant to that Fair and Open process, the County of Passaic has qualified law firms to act as Outside Legal Counsel on an as-needed basis, for calendar year 2019 by Resolution R2018 1050 dated December 27, 2018; and

WHEREAS a former employee, Marie S. Georges, was named as a Defendant in a Complaint for which default was recently entered in a litigation matter entitled Francis Minutolo Executor for the Estate of Olivia Minutolo v. Preakness Health Care Center, et al., Superior Court of New Jersey, Docket No.: PAS-L-2555-19 (hereinafter the “Case”); and

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

WHEREAS the Freeholder Administration and Finance Committee reviewed this matter at its December 18, 2019 meeting and recommended this resolution to the full Board for adoption; and

WHEREAS a certification is attached indicating that funds are available for the within contemplated expenditure;
NOW THEREFORE BE IT RESOLVED by the Board of Freeholders of the County of Passaic that it hereby awards this contract as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because:

(1) The recipients are authorized and regulated by the law to provide the aforementioned services;

(2) The performance of the services are special in nature and require knowledge of an advanced type training, which the recipients possess; and

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

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

Dated: December 30, 2019

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 awarding a professional services contract to Waters, McPherson, McNeil, P.C. to provide outside legal services to defendant Marie S. Georges.

[Signature]
Richard Cahill, Chief Financial Officer

DATED: December 30, 2019
RC: fr
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
          220
          401 Grand Street
          Paterson, NJ 07505

Agenda: RESOLUTION QUALIFYING A POOL OF SPECIAL HEALTHCARE COUNSEL FOR THE PREAKNESS HEALTHCARE CENTER FOR THE YEAR 2020, 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:
Michael H. Glovin, Esq.
COUNTY COUNSEL

Administration and Finance
COMMITTEE NAME

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Dated: December 30, 2019
RESOLUTION QUALIFYING A POOL OF SPECIAL HEALTHCARE COUNSEL FOR THE PREAKNESS HEALTHCARE CENTER FOR THE YEAR 2020

WHEREAS there exists a need for attorneys who specialize in the legal needs of the healthcare industry for Preakness Healthcare Center for calendar year 2020; and

WHEREAS the County issued public solicitation RFQ-20-036 for qualified organizations to perform these services in accordance with the “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, et seq.; and

WHEREAS the responses to said public solicitation were received on November 19, 2019, and reviewed by the Committee previously established for that purpose by resolution R-06-097 adopted on February 14, 2006; and

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

- INGLESINO, WEBSTER, WYCISKALA & TAYLOR, LCC
- GARFUNKEL WILD, P.C.

WHEREAS the Board of Chosen Freeholders (the “Board”) will make specific assignments to the qualified firms on an as-needed basis by subsequent resolution of the Board; and

WHEREAS the Finance and Administration Committee has reviewed this matter at its November 25, 2019 meeting and recommended this resolution to the full Board for adoption; and

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders for the County of Passaic that the above-
referenced firms be and hereby are qualified to provide the
referenced services for the 2020 calendar year; and

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

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

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

December 30, 2019

LSP
Memo

To: Sherry Arvanitakis, QPA

From: Nadege Allwaters, Deputy County Counsel

Date: December 24, 2019

Re: Qualifying Special Healthcare Counsel for Preakness Health Care Center Under Pay to Play for 2020

In response to your submissions to me of the qualifications of Special Healthcare Counsel for Preakness Healthcare Center that were taken by the Purchasing Department on November 19, 2019, please be advised that our office has reviewed the qualifications of the two (2) firms received and can report that both are qualified to act as Special Healthcare Counsel for Preakness Healthcare Center. They are as follows:

- INGLESINO, WEBSTER, WYCISKALA & TAYLOR, LCC
- GARFUNKEL WILD, P.C.

A resolution will be prepared for qualifying these firms for the 2020 Calendar Year.
Passaic County Board of Chosen Freeholders

Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION APPROVING THE SETTLEMENT OF LITIGATION ENTITLED CWA AFL-CIO LOCAL 1032 V. THE PASSAIC COUNTY SUPERINTENDENT OF ELECTIONS & COUNTY OF PASSAIC DOCKET NO. PAS-C-184-17 AND AUTHORIZING ACTIONS NECESSARY TO IMPLEMENT THE SETTLEMENT, 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:

______________________________
Michael H. Glovin, Esq.
COUNTY COUNSEL

Administration and Finance

COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION APPROVING THE SETTLEMENT OF LITIGATION
ENTITLED CWA AFL-CIO LOCAL 1032 V. THE PASSAIC
COUNTY SUPERINTENDENT OF ELECTIONS & COUNTY OF
PASSAIC DOCKET NO. PAS-C-184-17 AND AUTHORIZING
ACTIONS NECESSARY TO IMPLEMENT THE SETTLEMENT

WHEREAS the County of Passaic and the Passaic County
Superintendent of Elections are named as defendants in litigation
venued in the Superior Court of New Jersey entitled
Communication Workers of America AFL-CIO Local 1032 (C.W.A. v.
the Passaic County Superintendent of Elections & the County of
Passaic, Docket No. C-184-17; and

WHEREAS the CWA sued the County and said
Superintendent on behalf of two of its members who were gives
increases and wage increases under a collective bargaining
agreement with the Superintendent as a result of grievance
arbitrations which the County was not permitted to participate in;
and

WHEREAS the parties recently sat down to negotiate a new
collective bargaining agreement (CBA) and reached an agreement
on a new CBA; during those negotiations an agreement was
reached to settle the litigation; and

WHEREAS the parties are desireous of entering into a formal
agreement to memorialize the terms of the settlement (copy of
Settlement Agreement and Release attached hereto and made
part hereof); and

WHEREAS the Freeholder Finance & Administration
Committee considered this matter at its meeting of December 3,
2019 and recommended this resolution to the full board for adoption.

**NOW THEREFORE BE IT RESOLVED** the Board of Chosen Freeholders of the County of Passaic that the County of Passaic hereby approves the settlement of the litigation *CWA Local 1032 v. the Passaic County Superintendent of Elections & County of Passaic* on the terms agreed to by the parties, as set forth in the attached Settlement Agreement and Release.

**BE IT FURTHER RESOLVED** that the Director and Clerk to the Board, as well as the County Counsel, be authorized to execute the Settlement Agreement on behalf of the County of Passaic and all other employees of the County are hereby authorized to take such actions and execute such documents that may be required to effectuate this Settlement.

December 30, 2019
Passaic County Board of Chosen Freeholders

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

Anthony J. De Nova III
Administrator

Michael H. Glovin, Esq.
County Counsel

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

Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
M.I.S.

REVIEWED BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

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Dated: December 30, 2019
RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES

WHEREAS various Passaic County Departments and Institutions have requested the purchase of items and services pursuant to State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules as indicated in the attached correspondence for the Various Passaic County Departments; and

WHEREAS the Board of Chosen Freeholders is desirous of approving said purchase in accordance with the terms of the State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules and authorizing the Purchasing Agent to issue the appropriate Purchase Order; and

WHEREAS the Passaic County Finance Committee has considered this matter and recommend this Resolution to the full Board for adoption; and

WHEREAS a certification is attached indicating that funds are available for the above contemplated expenditures;

WHEREAS from time to time State Contract and Cooperative Contract members change due to renewals or addition of essentially similar products; and

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of goods and/services in accordance
with the terms of the applicable State Contract described below:

**Vendor:** Johnston GP Inc.
State: #80802
Description: Phone and Voicemail Maint.
Using Agency: MIS
Requisition No.: R9-07635
Amount: $59,567.35
Account: 9-01-20-111-003-219

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

Dated: December 30, 2019
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Micah Hassinger
   Telephone #: 973 881-4273

2. DESCRIPTION OF RESOLUTION:
   Approval of funds for purchase of HP Gen10 Server

3. 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

   AMOUNT OF EXPENDITURE: $11,737.60
   REQUISITION #: R9-07728
   ACCOUNT #: 9-01-20-111-003-219

4. METHOD OF PROCUREMENT:
   □ RFP   □ RFQ   □ Bid
   □ Other: NASPO MNNVP-134-40116

5. COMMITTEE REVIEW:
   □ 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

Introduced on: December 3, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191202
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO THE VENDOR LISTED BELOW, FOR
RE-BID DURABLE MEDICAL EQUIPMENT FOR THE COUNTY OF PASSAIC DEPARTMENTS AND
INSTITUTIONS, FOR THE PERIOD OF OCTOBER 1, 2019 THROUGH SEPTEMBER 30, 2020, AS PER RE-
BID SB-19-063, 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Human Services
COMMITTEE NAME

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AYE.= yes  NAY.= no  ABST.= abstain
RECU.= recuse

Dated: December 30, 2019
RESOLUTION AUTHORIZING AWARD OF CONTRACT TO THE VENDOR LISTED BELOW, FOR RE-BID DURABLE MEDICAL EQUIPMENT FOR THE COUNTY OF PASSAIC DEPARTMENTS AND INSTITUTIONS, FOR THE PERIOD OF OCTOBER 1, 2019 THROUGH SEPTEMBER 30, 2020, AS PER RE-BID SB-19-063

WHEREAS, there exists a need for durable medical equipment for the County of Passaic Departments and Institutions; and

WHEREAS, the County of Passaic issued a public solicitation to qualified vendors for SB-19-063 Re-Bid Durable Medical Equipment for the County of Passaic Departments and Institutions in accordance with “Fair and Open” procedures as established in the ”Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, et seq.; and

WHEREAS, the County of Passaic, Department of Purchasing, has reviewed and tabulated the Re-bid as received on November 21, 2019 pursuant to N.J.S.A. 40A: 11-1 et. seq., and has made a recommendation to the Board of Chosen Freeholders for an award of contract to the vendor listed below; and

WHEREAS, the Human Services Committee members reviewed this matter at its meeting of December 18, 2019 and recommended this resolution to the full Board for adoption; and

WHEREAS, the vendor listed below has indicated in its bid response that it is 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 October 1, 2019 through September 30, 2020, for a total estimated award of $37,769.09, with purchases to be made on an as-needed basis from the following vendor:

**Bell Medical Services:** Items awarded (16)
Line item: 108, 252, 253, 275, 393, 422, 530, 540, 541, 543, 544, 546, 547, 548, 555 and 556.
*No discount given for non-bid items off their catalog price;* and
WHEREAS, a certificate attached hereto, indicating that $37,769.09, in funds are available in various budget accounts for the within contemplated expenditure;

NOW, THEREFORE, BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that pursuant to the terms and conditions set forth above, it hereby authorizes an award of contract to the above referenced vendor for the products referenced above in an amount not to exceed the line item prices submitted in the vendor’s response. Purchases will be made on an as-needed basis in an amount not to exceed $37,769.09 in accordance with N.J.A.C. 5:30-11.10 (a) open-ended Contracts; and

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

December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $37,769.09.


PURPOSE: Resolution authorizing award of contract to Bell Medical from October 1, 2019 through September 30, 2020 on a needs basis.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr
RESOLUTION REQUEST FORM

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

DESCRIPTION OF RESOLUTION:
Resolution to qualify and award contract pursuant to Re-Bld 59-19-063 Durable Medical Equipment, Physical Therapy Equipment, Parts and Supplies to Boll Medical for Preakness Healthcare Center for the period of October 1, 2019 through September 30, 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: $37,769.09
   REQUISITION # To be Determined
   ACCOUNT # 9-01-27-172-001-M01

4. METHOD OF PROCUREMENT:
   □ RFP   □ RFQ   ☑ Bld
   □ Other: __________________________________________

5. COMMITTEE REVIEW: DATE:
   □ Administration & Finance
   □ Budget
   □ Health
   ☑ Human Services 12/18/19
   □ Law & Public Safety
   □ Planning & Economic Development
   □ Public Works

6. DISTRIBUTION LIST:
   □ Administration   ☑ Finance   ☑ Counsel
   □ Clerk to the Board   ☑ Procurement
   □ Other: __________________________________________

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191203
RESOLUTION REQUEST FORM

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

DESCRIPTION OF RESOLUTION:
Resolution to qualify and award contract pursuant to Re-Bld SJ-19-003 Durabia Medical Equipment, Physical Therapy Equipment, Parts and Supplies to Boll Medical for Preakness Healthcare Center for the period of October 1, 2019 through September 30, 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: $37,769.09
   REQUISITION #: To be Determined
   ACCOUNT #: 9-01-27-172-001-M01

4. METHOD OF PROCUREMENT:
   □ RFP    □ RFQ    ☑ Bld
   □ Other: __________________________

5. COMMITTEE REVIEW:
   ☑ Administration & Finance
   □ Budget
   □ Health
   □ Human Services
   □ Law & Public Safety
   □ Planning & Economic Development
   □ Public Works
   DATE: 12/18/19

6. DISTRIBUTION LIST:
   □ Administration    ☑ Finance    ☑ Counsel
   □ Clerk to the Board    ☑ Procurement
   □ Other: __________________________

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191203
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AWARDING A CONTRACT TO CHARLES S. HASSON, PH.D., FOR PSYCHOLOGIST, PATHWAY SPECIAL CARE BEHAVIORAL MANAGEMENT UNIT SERVICES, FOR PREAMKNESS HEALTHCARE CENTER, COMMENCING JANUARY 1, 2020 TO DECEMBER 31, 2020, FOR AN ESTIMATED AMOUNT OF $65,000.00, RFQ-20-043 AS PER QUALIFICATION, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
PREAMKNESS HC

REVIEWED BY:

__________________________
Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

__________________________
Michael H. Glovin, Esq.
COUNTY COUNSEL

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Dated: December 30, 2019
RESOLUTION AWARDING A CONTRACT TO CHARLES S. HASSON, PH.D., FOR PSYCHOLOGIST, PATHWAY SPECIAL CARE BEHAVIORAL MANAGEMENT UNIT SERVICES, FOR PREAKNESS HEALTHCARE CENTER, COMMENCING JANUARY 1, 2020 TO DECEMBER 31, 2020, FOR AN ESTIMATED AMOUNT OF $65,000.00, RFQ-20-043 AS PER QUALIFICATION

WHEREAS there exists a need for Psychologist, Pathway Special Care Behavioral Management Unit Services for Preakness Healthcare Center; and

WHEREAS the County issued public solicitation RFQ-20-043 for qualified organizations to perform these services, in accordance with “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, et seq.; and

WHEREAS since these services are needed to assist in Psychologist, Pathway Special Care Behavioral Management Unit Services for Preakness Healthcare Center, it qualifies as an exception under the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-5(l); and

WHEREAS the responses to said public solicitation were received on December 3, 2019 and reviewed by the Committee previously established for that purpose by Resolution R-06-97 adopted on February 14, 2006; and

WHEREAS the Evaluation and Review Committee has found Charles S. Hasson, Ph.D., is qualified to perform the necessary services for Psychologist, Pathway Special Care Behavioral Management Unit Services for Preakness Healthcare Center commencing January 1, 2020 to December 31, 2020, for an estimated amount of $65,000.00, on an as-needed basis; and

WHEREAS a certification is attached hereto to reflect the availability of funds for the within contemplated expenditure; and
WHEREAS the Local Public Contracts Law, N.J.S.A 40:A:11-1 et seq., requires that the resolution authorizing the award of contract for “Professional Services” without competitive bids and the contracts itself must be available for public inspection; and

WHEREAS the Human Services Committee has reviewed this matter at its December 18, 2019 meeting and recommended this resolution to the full Board for adoption.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby accepts the committee’s recommendation to award RFQ-20-043 contract to Charles S. Hasson, Ph.D., for Psychologist, Pathway Special Care Behavioral Management Unit Services for Preakness Healthcare Center, commencing January 1, 2020 to December 31, 2020, for an estimated amount of $65,000.00 on an as-needed basis, RFQ-20-043; and

BE IT FURTHER RESOLVED that this contract is awarded without competitive bidding as a “Professional Services” contract in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because:

(1) The consulting firm is authorized and regulated by the law to provide the aforementioned services;

(2) The performance of the services are special in nature and requires knowledge of an advanced type training, which said consulting firm possesses; and

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

JDP:lc Dated: December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $65,000.00

APPROPRIATION: Contingent upon availability of funds in 2020 adopted budget.

PURPOSE: Resolution awarding a contract to Charles S. Hasson, Ph.D. for calendar year 2020.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC: fr
RESOLUTION REQUEST FORM

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

DESCRIPTION OF RESOLUTION:
Resolution to qualify and award contract pursuant to RFQ to Charles S. Hasson, Ph.D. to provide on-site Mental Health Services as Psychologist for Preakness Healthcare Center residents of the Pathway Special Care Behavioral Management Unit for the period of 1/1/20 to 12/31/20

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: $65,000
   REQUISITION #: To be Determined
   ACCOUNT #: 0-01-27-172-001-233

4. METHOD OF PROCUREMENT:
   □ RFP   □ RFQ   □ Bid
   □ Other: ________________________________

5. COMMITTEE REVIEW:
   □ Administration & Finance
   □ Budget
   □ Health
   □ Human Services
   □ Law & Public Safety
   □ Planning & Economic Development
   □ Public Works
   □ Other: ________________________________
   DATE: 12/18/19

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191204
RESOLUTION REQUEST FORM

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

DESCRIPTION OF RESOLUTION:
Resolution to qualify and award contract pursuant to RFQ to Charles S. Hasson, Ph.D to provide on-site Mental Health Services as Psychologist for Preahness Healthcare Center residents of the Pathway Special Care Behavioral Management Unit for the period of 1/1/20 to 12/31/20

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: $ 65,000
   REQUISITION #: To be Determined
   ACCOUNT #: 0-01-27-172-001-233

4. METHOD OF PROCUREMENT:
   [ ] RFP   [ ] RFQ   [ ] Bid
   [ ] Other:

5. COMMITTEE REVIEW:
   [ ] Administration & Finance
   [ ] Budget
   [ ] Health
   [ ] Human Services
   [ ] Law & Public Safety
   [ ] Planning & Economic Development
   [ ] Public Works
   [ ] Other:
   DATE: 12/18/19

6. DISTRIBUTION LIST:
   [ ] Administration   [ ] Finance   [ ] Counsel
   [ ] Clerk to the Board   [ ] Procurement
   [ ] Other:
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AWARDING A CONTRACT TO MOHAMED ELRAFEI, M.D., FOR CHIEF PSYCHIATRIST, PLAZA WEST MENTAL HEALTH UNIT SERVICES, FOR Preakness Healthcare Center, RFQ-20-042 AS PER QUALIFICATION, 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:
Michael H. Glovin, Esq.
COUNTY COUNSEL

Human Services
COMMITTEE NAME

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PRES. = present  ABS. = absent
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AYE = yes  NAY = no  ABST. = abstain
RECU. = recuse

Dated: December 30, 2019
RESOLUTION AWARDING A CONTRACT TO MOHAMED ELRAFEI, M.D., FOR CHIEF PSYCHIATRIST, PLAZA WEST MENTAL HEALTH UNIT SERVICES, FOR PREAKNESS HEALTHCARE CENTER, COMMENCING JANUARY 1, 2010 TO DECEMBER 31, 2010, RFQ-20-042 AS PER QUALIFICATION

WHEREAS there exists a need for Chief Psychiatrist, Plaza West Mental Health Unit Services for Preakness Healthcare Center; and

WHEREAS the County issued public solicitation RFQ-20-042 for qualified organizations to perform these services, in accordance with “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, et seq.; and

WHEREAS since these services are needed to assist in Chief Psychiatrist, Plaza West Mental Health Unit Services for Preakness Healthcare Center, it qualifies as an exception under the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-5(); and

WHEREAS the responses to said public solicitation were received on December 3, 2019 and reviewed by the Committee previously established for that purpose by resolution R-06-97 adopted on February 14, 2006; and

WHEREAS the Evaluation and Review Committee has found Mohamed Elrafei, M.D., is qualified to perform the necessary services for Psychologist, Pathway Special Care Behavioral Management Unit Services for Preakness Healthcare Center, commencing January 1, 2020 to December 31, 2020, for an estimated amount of $31,200.00, on an as-needed basis; and

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

WHEREAS the Local Public Contracts Law, N.J.S.A 40:A:11-1 et seq., requires that the resolution authorizing the award of contract for “Professional Services” without competitive bids and the contracts itself must be available for public inspection; and
WHEREAS the Human Services Committee has reviewed this matter at its December 18, 2019 meeting and recommended this resolution to the full Board for adoption.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby accepts the committee’s recommendation to award RFQ-20-042 contract to Mohamed Elrafai, M.D., for Chief Psychiatrist, Plaza West Mental Health Unit Services for Preakness Healthcare Center, commencing January 1, 2020 to December 31, 2020, for an estimated amount of $31,200.00, on an as-needed basis, RFQ-20-042; and

BE IT FURTHER RESOLVED that this contract is awarded without competitive bidding as a “Professional Services” contract in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because:

(1) The consulting firm is authorized and regulated by the law to provide the aforementioned services;

(2) The performance of the services are special in nature and requires knowledge of an advanced type training, which said consulting firm possesses; and

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

JDP:lc Dated: December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $31,200.00

APPROPRIATION: Contingent upon availability of funds in 2020 adopted budget.

PURPOSE: Resolution awarding a contract Mohamed Elrafei for calendar year 2020.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019.

RC:fr
RESOLUTION REQUEST FORM

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

DESCRIPTION OF RESOLUTION:
Resolution to qualify and award contract pursuant to RFQ to Mohamed Elrefai, MD to provide on-site Mental Health Services as Chief Psychiatrist for Preaxess Healthcare Center residents of the Plaza West Unit for the period of 1/1/20 to 12/31/20.

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: $ 31,200
   REQUISITION #: To be Determined
   ACCOUNT #: 0-01-27-172-001-233

4. METHOD OF PROCUREMENT:
   - RFP
   - RFQ
   - Bid
   - Other: ________________________________

5. COMMITTEE REVIEW: DATE:
   - Administration & Finance
   - Budget
   - Health
   - Human Services 12/18/19
   - Law & Public Safety
   - Planning & Economic Development
   - Public Works

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191205
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Lucinda Corrado
   Telephone #: 973-685-2169

DESCRIPTION OF RESOLUTION:
Resolution to qualify and award contract pursuant to RFQ to Mohamed Elrafei, MD to provide on-site Mental Health Services as Chief Psychiatrist for Prekness Healthcare Center residents of the Plaza West Unit for the period of 1/1/20 to 12/31/20.

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: $31,200
   REQUISITION #: To be Determined
   ACCOUNT #: 0-01-27-172-001-233

4. METHOD OF PROCUREMENT:
   □ RFP    □ RFQ    □ Bid
   □ Other: ____________________________

5. COMMITTEE REVIEW: DATE:
   □ Administration & Finance
   □ Budget
   □ Health
   □ Human Services    12/18/19
   □ Law & Public Safety
   □ Planning & Economic Development
   □ Public Works

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191205
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION QUALIFYING HUBCO HEALTHCARE GROUP AND PINO CONSULTING GROUP, INC., FOR COST REPORTING AND REIMBURSEMENT AND AWARDING THE CONTRACT TO PINO CONSULTING GROUP, INC., IN THE AMOUNT OF $21,000.00 FOR PREAKNESS HEALTHCARE CENTER, 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

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

Dated: December 30, 2019
RESOLUTION QUALIFYING HUBCO HEALTHCARE GROUP AND PINO CONSULTING GROUP, INC., FOR COST REPORTING AND REIMBURSEMENT AND AWARDING THE CONTRACT TO PINO CONSULTING GROUP, INC., IN THE AMOUNT OF $21,000.00 FOR PREAKNESS HEALTHCARE CENTER

WHEREAS there exists a need for Cost Reporting and Reimbursement for the Preakness Healthcare Center; and

WHEREAS the County issued a public solicitation RFQ-20-026 to qualified vendors to perform these services, in accordance with “Fair and Open” procedures as established in the “Pay to Play” Law, N.J.S.A. 19:44A-20.4, et seq.; and

WHEREAS the responses to said public solicitation were reviewed and discussed; and

WHEREAS the Review and Evaluation Committee has reviewed the submittals and found that the following vendors: Hubco Health Care Group and Pino Consulting Group, qualify to perform the necessary services; and

WHEREAS at this time the Board of Chosen Freeholders of Passaic County is desirous of awarding the contract to Pino Consulting Group, for Cost Reporting and Reimbursement for Preakness Healthcare Center, with a contract period of January 1, 2020 to December 31, 2020, for an estimated amount of $21,000.00; and

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

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby
accepts the Committee’s recommendation of award of contract under Local Public Contracts Law, specifically N.J.S.A. 40A:11-4.1, et seq., to Pino Consulting Group, for the services specified herein; and

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

JDP:lc

Dated: December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $21,000.00

APPROPRIATION: Contingent upon availability of funds in 2020 adopted budget.

PURPOSE: Resolution awarding a contract to Pino Consulting for calendar year 2020.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191206
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Lucinda Corrado, LNHA
   Telephone #: 973-585-2169
   DESCRIPTION OF RESOLUTION:
   Resolution to qualify Hubco Healthcare Group and Pino Consulting Group Inc. and award contract to Pino Consulting Group to prepare Cost Reports pursuant to RFQ for Preakness Healthcare Center for the period of 1/1/20 to 12/31/20.

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: $ 21,000
   REQUISITION #: To Be Determined
   ACCOUNT #: 00-127-172-001-233

4. METHOD OF PROCUREMENT:
   □ RFP   ☑ RFQ   □ Bid
   □ Other: ____________________________

5. COMMITTEE REVIEW: DATE:
   □ Administration & Finance    ________
   □ Budget    ________
   □ Health    ________
   ☑ Human Services    12/18/19
   □ Law & Public Safety    ________
   □ Planning & Economic Development    ________
   □ Public Works    ________

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191206
RESOLUTION REQUEST FORM

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

DESCRIPTION OF RESOLUTION:
Resolution to qualify Hubco Healthcare Group and Pinto Consulting Group Inc. and award contract to Pinto Consulting Group to prepare Cost Reports pursuant to RFQ for Preakness Healthcare Center for the period of 1/1/20 to 12/31/20.

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: $ 21,000
   REQUISITION #: To Be Determined
   ACCOUNT #: 0-01-27-172-001-233

4. METHOD OF PROCUREMENT:
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5. COMMITTEE REVIEW:
   □ Administration & Finance
   □ Budget
   □ Health
   □ Human Services  12/18/19
   □ Law & Public Safety
   □ Planning & Economic Development
   □ Public Works

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191208
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM  Location: County Administration Building
220 401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO GERISCRIP OF POMPON PLAINS, NJ FOR PHARMACEUTICAL SERVICES FOR PREAKNESS HEALTHCARE CENTER, AS PER COMPETITIVE CONTRACT RFP-19-022, 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Human Services
COMMITTEE NAME

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MOVE = moved  SEC. = seconded
AYE = yes  NAY = no  ABST. = abstain  REC. = recuse

Dated: December 30, 2019
RESOLUTION AUTHORIZING AWARD OF CONTRACT TO GERISCRIP T OF POMPTON PLAINS, NJ FOR PHARMACEUTICAL SERVICES FOR PREAKNESS HEALTHCARE CENTER, AS PER COMPETITIVE CONTRACT RFP-19-022

WHEREAS on October 11, 2019 proposals were received and opened for RFP-19-022 for Pharmaceutical Services for Preakness Healthcare Center as a competitive contract pursuant to the Local Public contract Law, specifically N.J.S.A. 40A:11-4.1 et seq.; and

WHEREAS at the Board of Chosen Freeholders meeting of February 24, 2015 Resolution R2015-0124 was passed Authorizing the use of competitive contracting pursuant to NJSA 40A:11-4.3; and

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

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

WHEREAS the Review and Evaluation Committee recommends that the Board of Chosen Freeholders of the County of Passaic award a contract Geriscript of Pompton Plains, NJ for Pharmaceutical Services at Preakness Healthcare Center; and

WHEREAS the Human Services Committee has reviewed this matter and recommended this resolution to the full Board of adoption at its December 18, 2019; and

WHEREAS the contract period will be October 1, 2019 through September 30, 2020 with 4 one (1) year options to renew for a total estimated amount of $480,000.00; and

WHEREAS a certificate is attached hereto, indicating that funds are available for the within contemplated expenditure; and
WHEREAS Geriscript has indicated in their bid response that they are willing to provide these goods and services to the registered members of Passaic County Cooperative Pricing System #38-PCCP; and

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

BE IT FURTHER RESOLVED that the Clerk of the Board, the Purchasing Agent, and the Director of the Board are hereby authorized to execute all necessary agreements on behalf of the County of Passaic; and

BE IT FURTHER RESOLVED that the Clerk to the Board shall advertise in a paper of local circulation, the award of RFP-19-022 Pharmaceutical Services as a competitive contract.

JDP:lc  

Dated: December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $480,000.00

APPROPRIATION: $30,000.00 – 9-01-27-172-001-M01
$450,000.00- Contingent upon availability of funds in future years’ budgets.

PURPOSE: Resolution awarding a contract to Geriscript from October 1, 2019 through September 30, 2020. With 4 one (1) year options to renew.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC: fr
RESOLUTION REQUEST FORM

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

DESCRIPTION OF RESOLUTION:
Resolution to award contract pursuant to RFP-19-022 Pharmaceutical Services for Preakness Healthcare Center for Pharmacy Services for the period of October 1, 2019 through September 30, 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: $480,000.00
   REQUISITION #: To be Determined
   ACCOUNT #: 9-01-27-172-001-MU1

4. METHOD OF PROCUREMENT:
   ☑ RFP     ☐ RFQ     ☐ Bid
   ☐ Other:

5. COMMITTEE REVIEW:
   ☐ Administration & Finance
   ☐ Budget
   ☐ Health
   ☑ Human Services  12/18/19
   ☐ Law & Public Safety
   ☐ Planning & Economic Development
   ☐ Public Works

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191207
RESOLUTION REQUEST FORM

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

   DESCRIPTION OF RESOLUTION:
   Resolution to award contract pursuant to RFP-19-022 Pharmaceutical Services for Preakness Healthcare Center for Pharmacy Services for the period of October 1, 2019 through September 30, 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: $480,000.00
   REQUISITION #: To be Determined
   ACCOUNT #: 9-01-27-172-001-MU1

4. METHOD OF PROCUREMENT:
   ☑ RFP   ☐ RFQ   ☐ Bid
   ☐ Other: ____________________________

5. COMMITTEE REVIEW:   DATE:
   ☐ Administration & Finance
   ☐ Budget
   ☐ Health
   ☑ Human Services  12/18/19
   ☐ Law & Public Safety
   ☐ Planning & Economic Development
   ☐ Public Works

6. DISTRIBUTION LIST:
   ☐ Administration   ☑ Finance   ☑ Counsel
   ☐ Clerk to the Board   ☑ Procurement
   ☐ Other: ____________________________

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191207
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
          220
          401 Grand Street
          Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING PREAKNESS HEALTHCARE CENTER TO ENTER INTO AN ADDITIONAL AWARD OF CONTRACT WITH MIVILA FOODS, INC., IN THE AMOUNT OF $50,000.00 FOR PROVISION OF FROZEN FOODS, GROCERIES & CANNED GOODS FOR THE PERIOD ENDING DECEMBER 31, 2019, 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

OFFICIAL RESOLUTION # R20191208

| Meeting Date | 12/30/2019 |
| Introduced Date | 12/30/2019 |
| Adopted Date | 12/30/2019 |
| Agenda Item | I-28 |
| CAF # | 9-01-27-172-001-F04 |
| Purchase Req. # | |

Result: Adopted

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

Dated: December 30, 2019
RESOLUTION AUTHORIZING PREAKNESS HEALTHCARE CENTER TO ENTER INTO AN ADDITIONAL AWARD OF CONTRACT WITH MIVILA FOODS, INC., IN THE AMOUNT OF $50,000.00 FOR PROVISION OF FROZEN FOODS, GROCERIES & CANNED GOODS FOR THE PERIOD ENDING DECEMBER 31, 2019

WHEREAS Preakness Healthcare Center 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-2018-1032 dated December 27, 2018, the Board of Chosen Freeholders of the County of Passaic authorized an award of contract to Mivila Foods, Inc., for food products for Preakness Healthcare Center, for a period of one year commencing January 1, 2019 through December 31, 2019, as a result of a bid, on an as needed basis, in the amount of $30,000.00; and

WHEREAS the Preakness Healthcare Center Director requested that an additional award of contract be authorized in the amount of $50,000.00 due to the fact that additional frozen foods, groceries & canned goods are needed for the period ending December 31, 2019; and

WHEREAS this matter was reviewed and approved at the Freeholder Standing Committee of Human Services at its December 18, 2019 meeting; and

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

NOW THEREFORE BE IT RESOLVED that the Board of Chosen Freeholders of the County of Passaic authorizes an additional award of contract to Mivila Foods, Inc., in the amount
of $50,000.00 for additional frozen foods, groceries & canned
goods are needed for the period ending December 31, 2019; and

**BE IT FURTHER RESOLVED** that the Director and Clerk
are hereby authorized to execute any necessary agreement to
effectuate the above.

JDP:lc Dated: December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $50,000.00

APPROPRIATION: 9-01-27-172-001-F04

PURPOSE: Resolution awarding an additional contract to Mivila Foods, Inc. for calendar year 2019.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr
RESOLUTION REQUEST FORM

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

DESCRIPTION OF RESOLUTION:
Resolution authorizing additional award of contract to Mivila Foods for provision of frozen foods and groceries & canned goods for the period ending 12/31/19.

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: $50,000.00
   REQUISITION #: 19-01843
   ACCOUNT #: 9-01-27-172-001-F04

4. METHOD OF PROCUREMENT:
   ☐ RFP    ☐ RFQ    ☑ Bid
   ☐ Other: __________________________

5. COMMITTEE REVIEW: DATE:
   ☐ Administration & Finance
   ☐ Budget
   ☐ Health
   ☑ Human Services  12/16/19
   ☐ Law & Public Safety
   ☐ Planning & Economic Development
   ☐ Public Works

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191208
Passaic County Board of Chosen Freeholders

Public Meeting (Board Meeting)
Date: Dec 30, 2019 - 10:00 AM Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES, 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Human Services
COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES

WHEREAS the Passaic County Preakness Healthcare Center have requested the purchase of items and services pursuant to State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules as indicated in the attached correspondence; and

WHEREAS the Board of Chosen Freeholders is desirous of approving said purchase in accordance with the terms of the State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules and authorizing the Purchasing Agent to issue the appropriate Purchase Order; and

WHEREAS the Passaic County Human Services Committee has considered this matter and recommend this Resolution to the full Board for adoption at its December 18, 2019 meeting; and

WHEREAS a certification is attached indicating that funds are available for the above contemplated expenditures;

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of goods and/services in accordance with the terms of the applicable State Contract described below:

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<td>Description:</td>
<td>Software, Hardware &amp; Maint.</td>
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<td>Using Agency:</td>
<td>Preakness Healthcare Center</td>
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<td>Requisition No.:</td>
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<td>Amount:</td>
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<td>Account:</td>
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**Vendor:**
Coop# 
Description: Office Furniture
Using Agency: Preakness Healthcare Center
Requisition No.: 
Amount: $9,880.00
Account: 9-01-27-172-001-237

**BE IT FURTHER RESOLVED** that the Purchasing Agent and all other necessary officers and employees to 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.

JDP:lc Dated: December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $30,000.00

APPROPRIATION: 9-01-27-172-001-233

PURPOSE: Resolution approving a purchase via state contract and county cooperatives.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr
RESOLUTION REQUEST FORM

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

   DESCRIPTION OF RESOLUTION:
   Resolution authorizing purchase of HP Prodesks, Windows 10, connectivity software and battery backups from SHI for Preakness Healthcare Center.

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: $ 30,000.00
   REQUISITION #: Pending
   ACCOUNT #: 9-01-27-172-001-223

4. METHOD OF PROCUREMENT:
   ☑ RFP     ☐ RFQ     ☐ Bid
   ☐ Other: NASPO MNNVP-133 #89974

5. COMMITTEE REVIEW: DATE:
   ☑ Administration & Finance
   ☐ Budget
   ☐ Health
   ☑ Human Services 12/18/19
   ☐ Law & Public Safety
   ☐ Planning & Economic Development
   ☐ Public Works

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

   Introduced on: December 30, 2019
   Adopted on: December 30, 2019
   Official Resolution #: R20191209
RESOLUTION REQUEST FORM

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

   DESCRIPTION OF RESOLUTION:
   Resolution authorizing purchase of HP Prodesks, Windows 10, connectivity software and battery backups from SHI for Preakness Healthcare Center.

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: $ 30,000.00
   REQUISITION #: Pending
   ACCOUNT #: 9-01-27-172-001-223

4. METHOD OF PROCUREMENT:
   [ ] RFP  [ ] RFQ  [ ] Bid
   [X] Other: NASPO MNNVP-133 #89974

5. COMMITTEE REVIEW:                     DATE:
   [ ] Administration & Finance
   [ ] Budget
   [ ] Health
   [X] Human Services  12/18/19
   [ ] Law & Public Safety
   [ ] Planning & Economic Development
   [ ] Public Works

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191209
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE FREEHOLDER BOARD TO ENTER INTO A THREE (3) MONTH TO MONTH EXTENSION OF CONTRACT WITH HUBCO HEALTHCARE GROUP FOR BILLING CONSULTANT SERVICES, COMMENCING JANUARY 1, 2020 TO MARCH 31, 2020 FOR AN ESTIMATED AMOUNT OF $45,000.00 ($15,000.00 PER MONTH), 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Human Services
COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION AUTHORIZING THE FREEHOLDER BOARD TO ENTER INTO A THREE (3) MONTH TO MONTH EXTENSION OF CONTRACT WITH HUBCO HEALTHCARE GROUP FOR BILLING CONSULTANT SERVICES, COMMENCING JANUARY 1, 2020 TO MARCH 31, 2020 FOR AN ESTIMATED AMOUNT OF $45,000.00 ($15,000.00 PER MONTH)

WHEREAS Preakness Healthcare Center 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 the Board of Chosen Freeholders of the County of Passaic is desirous of entering into a Three (3) month-to-month extension of contract with Hubco Healthcare Group, for Billing Consultant Services, commencing January 1, 2020 to March 31, 2020, for an estimated amount of $45,000.00 ($15,000.00 per month); and

WHEREAS the reason for the aforesaid temporary contract extension is that the Freeholder Board is awaiting the completion of the Public Solicitation Process and proposals will not be received until January 2020; and

WHEREAS this matter was reviewed and approved by the Human Services Committee on December 18, 2019; and

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

NOW THEREFORE BE IT RESOLVED that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the County to enter into a Three (3) month-to-month extension of contract with Hubco Healthcare Group, for Billing Consultant
Services, commencing January 1, 2020 to March 31, 2020, for an estimated amount of $45,000.00 ($15,000.00 per month); and

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

JDP:lc                      Dated: December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $45,000.00

APPROPRIATION: Contingent upon availability of funds in 2020 adopted budget.


Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC: fr
RESOLUTION REQUEST FORM

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

DESCRIPTION OF RESOLUTION:
Resolution authorizing up to three month (month-to-month basis) extension of contract pursuant to NJSA 40A:11-15 to Hubco Inc for Preakness billing consultant services. The present contract terminates 12/31/2019 as authorized under resolution R20160915 dated 11/20/18. Estimated amount is $15,000.00 per month.

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: $ 45,000.00
   REQUISITION #: pending
   ACCOUNT #: 0-01-27-172-001-233

4. METHOD OF PROCUREMENT:
   ☑ RFP  ☐ RFQ  ☐ Bid
   ☐ Other: Original award resolution R20150084 dated 2/10/15

5. COMMITTEE REVIEW:
   ☐ Administration & Finance
   ☐ Budget
   ☐ Health
   ☑ Human Services  12/18/19
   ☐ Law & Public Safety
   ☐ Planning & Economic Development
   ☐ Public Works

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

Introduced on: December 30, 2018
Adopted on: December 30, 2019
Official Resolution#: R20191210
Passaic County Board of Chosen Freeholders

Public Meeting (Board Meeting)
Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
          220
          401 Grand Street
          Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE APPOINTMENT OF MEMBERS TO THE PASSAIC COUNTY SENIOR ADVISORY COUNCIL FOR A TERM OF THREE YEARS EFFECTIVE JANUARY 1, 2020 AND TERMINATING DECEMBER 31, 2022, 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:
Michael H. Glovin, Esq.
COUNTY COUNSEL

Human Services
COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION AUTHORIZING THE APPOINTMENT OF MEMBERS TO THE PASSAIC COUNTY SENIOR ADVISORY COUNCIL FOR A TERM OF THREE YEARS EFFECTIVE JANUARY 1, 2020 AND TERMINATING DECEMBER 31, 2022

WHEREAS the County of Passaic used to have an Office on Aging which is now encompassed in the Passaic County Department of Senior Services, that serves the senior citizens community of Passaic County; and

WHEREAS the plan under which all area aging grants are appropriated call for the establishment of a Senior Advisory Council; and

WHEREAS the Board of Chosen Freeholders of the County of Passaic is responsible for making appointments to the Passaic County Senior Advisory Council;

WHEREAS this matter was reviewed and approved by the Freeholder Human Services Committee meeting on December 18, 2019; and

WHEREAS the Board of Chosen Freeholders of the County of Passaic is desirous of appointing the following members to the Passaic County Senior Advisory Council for three year term, commencing January 1, 2020 and terminating December 31, 2022:

- Phyllis Dillon of Little Falls
- Howard Jost of North Haledon

NOW THEREFORE BE IT RESOLVED the Board of Chosen Freeholders of the County of Passaic hereby authorizes the appointments of the above-referenced members to the Passaic
County Senior Advisory Council for a three year term, commencing January 1, 2020 and terminating December 31, 2022.

JDP:lc

Dated: December 30, 2019
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Shirley Force
   Telephone #: 973-569-4070

DESCRIPTION OF RESOLUTION:
Resolution authorizing the appointment of Phyllis Dillon of Little Falls and
Howard Jost of North Haledon to the Senior Advisory Board for a term of three
years commencing on January 1, 2020 and terminating December 31, 2022

2. CERTIFICATION INFORMATION:

ATTACH A COPY OF THE REQUISITION FROM EDMUNDS

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

3. AMOUNT OF EXPENDITURE: $ N/A

REQUISITION # ____________________________
ACCOUNT # N/A ____________________________

4. METHOD OF PROCUREMENT:
   ☑ RFP       ☐ RFQ     ☐ Bid
   ☐ Other: ___________________________________

5. COMMITTEE REVIEW:

   ☐ Administration & Finance
   ☐ Budget
   ☐ Health
   ☑ Human Services
   ☐ Law & Public Safety
   ☐ Planning & Economic Development
   ☐ Public Works

   DATE: 12/18/2019

6. DISTRIBUTION LIST:

   ☐ Administration    ☐ Finance    ☐ Counsel
   ☐ Clerk to the Board ☐ Procurement

   ☐ Other: ___________________________________

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191211
December 12, 2019

Ms. Shirley Force
Passaic County Senior Advisory Council
930 Riverview Drive
Totowa, NJ 07512

Dear Shirley,

After attending several meetings of The PCSAC, I have become interested in participating more fully.

Since I have been a member of the Little Falls Senior Citizen Advisory Board for several years, bringing education and entertainment to our local seniors, it makes sense to me to get more education on what is expected to be provided for our seniors.

I feel that there is more to learn, on the County level that would benefit not only the seniors of Little Falls, but all seniors. Since attending the PCSAC meetings for the past few months, I have come to realize how much assistance is available to them to make their lives more comfortable and enjoyable. I would like to “give back” where I can, and I believe this may be the place for me to do so.

As for my interest in the Nutrition Committee, I have known Joyce O'Hara for many years and I know I would enjoy working with her.

Sincerely,

Phyllis Dillon
December 12, 2019

Shirley Force
Director
Passaic County Department of Senior Services
Totowa, NJ

Dear Ms. Force,

I am interested to join the Passaic County Senior Advisory Council if there is a vacancy. My wife, Shanti, has been a member for several years and has encouraged me to join.

I think I could make a contribution to the work of the advisory council by representing the concerns of the seniors in North Haledon.

Sincerely,

Howard Jost
1180 Belmont Avenue
North Haledon, NJ
Public Meeting (Board Meeting)  
Date: Dec 30, 2019 - 10:00 AM  
Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505  

Agenda: RESOLUTION AUTHORIZING THE ACCEPTANCE OF FUNDS FROM THE DEPARTMENT OF LABOR & WORKFORCE DEVELOPMENT/NJDLWD, IN THE AMOUNT OF $9,476.00 FOR WORKFIRST NEW JERSEY (WFNJ) NEEDS BASED WORK SUPPORT PROGRAM FOR CALENDAR YEAR 2020, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:  
WEATHERIZATION  

REVIEWED BY:  
Anthony J. De Nova III  
COUNTY ADMINISTRATOR  

APPROVED AS TO FORM AND LEGALITY:  
Michael H. Glovin, Esq.  
COUNTY COUNSEL  

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

Dated: December 30, 2019
RESOLUTION AUTHORIZING THE ACCEPTANCE OF FUNDS FROM THE DEPARTMENT OF LABOR & WORKFORCE DEVELOPMENT/NJDLWD, IN THE AMOUNT OF $9,476.00 FOR WORKFIRST NEW JERSEY (WFNJ) NEEDS BASED WORK SUPPORT PROGRAM FOR CALENDAR YEAR 2020

WHEREAS by Letter dated November 8, 2019 to the Passaic County Freeholder, Cassandra Lazzara, the State of New Jersey Department of Labor and Workforce Development issued a Notice of Award to provide funding authority for the Workforce Development/NJDLWD, in the amount of $9,476.00 for Workfirst New Jersey Needs Based Work Support/WFNJ for State Fiscal year 2020 (July 1, 2019 – June 30, 2020); and

WHEREAS that notice provides that the funds should be incorporated into the Workforce Development Area Contract and should be used for the State Fiscal Year 2020 (July 1, 2019 to June 30, 2020) (see copy of letter attached); and

WHEREAS this matter was reviewed and approved by the Freeholder Standing Committee of Human Services meeting on December 18, 2019; and

WHEREAS the Passaic County Board of Chosen Freeholders is desirous of accepting these funds under the terms and conditions provided;

NOW THEREFORE BE IT RESOLVED that the Passaic County Board of Chosen Freeholders hereby authorizes the acceptance of grant funds from the Department of Labor & Workforce Development/NJDLWD, in the amount of $9,476.00, for Workfirst New Jersey Needs Based Work Support/WFNJ, for State Fiscal Year 2020 (July 1, 2019 – June 30, 2020); and
BE IT FURTHER RESOLVED that the Director and Clerk to the Board are hereby authorized to execute any and all necessary documents on behalf of the County of Passaic.

JDP:lc

Dated: December 30, 2019
RESOLUTION REQUEST FORM

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

DESCRIPTION OF RESOLUTION:
Authorization to accept the additional funding in the amount of $9,476.00 from NJLWD to the WorkFirst New Jersey (WFNJ) for State Fiscal Year (SFY) 2020 (July 1, 2019 through June 30, 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: $ ______________
   REQUISITION # ________________________________
   ACCOUNT # ________________________________

4. METHOD OF PROCUREMENT:
   ☐ RFP       ☐ RFO       ☐ Bid
   ☐ Other: ________________________________

5. COMMITTEE REVIEW:
   ☐ Administration & Finance
   ☐ Budget
   ☐ Health
   ☐ Human Services 12/11/2019
   ☐ Law & Public Safety
   ☐ Planning & Economic Development
   ☐ Public Works

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191212
November 8, 2019

Ms. Cassandra Lazzara
Freeholder Director
Passaic County Board of Chosen Freeholders
County Administration Building
401 Grand Street, Room 417
Paterson, New Jersey 07505-2023

RE: Notice of Award — State Fiscal Year 2020 — WorkFirst New Jersey Revision

Dear Ms. Lazzara:

The enclosed Notice of Award (NOA) is to revise your Workforce Development Area funding authority for WorkFirst New Jersey (WFNJ) for State Fiscal Year (SFY) 2020 (July 1, 2019 through June 30, 2020). An additional amount of $9,476 of Needs Based Work Support dollars are being allocated per your request. Final determination for funding is contingent upon authorization and availability from the state.

These funds must be fully obligated by June 30, 2020 and fully expended by December 31, 2020. There is a minimum requirement of 75% of the funding that must be committed by December 31, 2019. If the requirement is not met by the committed date, it may result in a recapture of uncommitted funding.

The WFNJ funds must be used in accordance with the Strategic Five-Year Unified Workforce Investment Plan and must be incorporated into your Program Year 2019 Workforce Development Area Contract. Failure to submit your signed contract within 90 days of receipt may result in a suspension of your cash drawdowns.

If you have any questions regarding the issuance of this NOA, please contact Hugh Bailey, Assistant Commissioner, Workforce Development, at 609-984-9414.

Sincerely,

[Signature]

Robert Asaro-Angelo
Commissioner

Enclosure

c: A. McMullen
NEW JERSEY DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT

WORKFORCE DEVELOPMENT AND ECONOMIC OPPORTUNITY

NOTICE OF AWARD

GRANTEE: Passaic County Board of Chosen Freeholders
County Administration Building
401 Grant Street, Room 417
Paterson, New Jersey 07505-2023

GRANTOR: State of New Jersey
Department of Labor and Workforce Development
Workforce Development and Economic Opportunity
P.O. Box 055
Trenton, New Jersey 08625-0053

CONTACT: Hugh Bailey, Assistant Commissioner, 609-984-9414

This Notice of Award revokes funding authority for the program(s) shown below for State Fiscal Year 2020 (July 1, 2019 through June 30, 2020). Not more than 12 percent of the contracted amount of funds may be spent on administration for: Case Management, Work Activities and CAVP. Twelve percent administrator dollars may not be claimed for Work Verification and NBWS. Final determination for funding is contingent upon authorization and availability from the state.

<table>
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<tr>
<th>Program</th>
<th>Allocation</th>
<th>Change this NOA</th>
<th>New Level</th>
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<tr>
<td>Temporary Assistance for Needey Families (TANF)</td>
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<tr>
<td>Work Activities/Case Management</td>
<td>$4,486,874</td>
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<td>Work Verification</td>
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<td>Needs Based Work Support</td>
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<td>TANF Total</td>
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<td>$4,752,394</td>
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General Assistance/Supplemental

Nutrition Assistance Program (GA/SNAP)

| Work Activities/Case Management--GA & GA/SNAP |             |                 |               |
| Needs Based Work Support                       | $2,296,439  |                 | $2,296,439    |
| GA/SNAP Total                                  | $2,296,439  | +$5,256         | $2,301,695    |

Grand Total                                     | $7,044,613  | +$9,476         | $7,054,089    |

Authorized Signature: Robert Asaro-Angelo
Commissioner
New Jersey Department of Labor and Workforce Development

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191212
Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSEIAC COUNTY FREEHOLDERS

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

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

Anthony J. De Nova III
Administrator
Michael H. Glovin, Esq.
County Counsel
Louis E. Imhof, III, RMC
Clerk Of The Board

Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC, HUMAN SERVICES DEPARTMENT TO APPLY FOR AND ACCEPT FUNDING FROM THE STATE OF NEW JERSEY, DIVISION OF MENTAL HEALTH AND ADDICTION SERVICES (DMHAS), COUNTY BASED INNOVATION GRANT AWARD IN THE AMOUNT OF $167,627.00, 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Human Services

COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC, HUMAN SERVICES DEPARTMENT TO APPLY FOR AND ACCEPT FUNDING FROM THE STATE OF NEW JERSEY, DIVISION OF MENTAL HEALTH AND ADDICTION SERVICES (DMHAS), COUNTY BASED INNOVATION GRANT AWARD IN THE AMOUNT OF $167,627.00

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

WHEREAS the Board of Chosen Freeholders of the County of Passaic is desirous of applying for and accepting funding from the State of New Jersey, Division of Mental Health and Addiction Services, County Based Innovation Grant, in the amount of $167,627.00; and

WHEREAS this matter was reviewed and approved at the Freeholder Standing Committee of Human Services at its December 18, 2019 meeting;

NOW THEREFORE BE IT RESOLVED that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the Human Services Department to apply for and accept funding from the State of New Jersey, Division of Mental Health and Addiction Services, County Based Innovation Grant, in the amount of $167,627.00; and

BE IT FURTHER RESOLVED that the Director and Clerk are hereby authorized to execute any necessary documents to effectuate the above.

JDP:lc Dated: December 30, 2019
RESOLUTION REQUEST FORM

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

DESCRIPTION OF RESOLUTION:
RESOLUTION AUTHORIZING THE COUNTY DEPARTMENT OF HUMAN SERVICES TO APPLY FOR AND ACCEPT FUNDING FROM THE NJ DIVISION OF MENTAL HEALTH AND ADDICTION SERVICES, COUNTY-BASED INNOVATION GRANT AWARD IN THE AMOUNT OF $167,627, IN ACCORDANCE WITH THE TERMS OF THE ATTACHED AWARD LETTER.

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: $167,627
   REQUISITION #: 
   ACCOUNT #: G-01-41-737-019-213

4. METHOD OF PROCUREMENT:
   □ RFP    □ RFQ    □ Bid
   □ Other: 

5. COMMITTEE REVIEW:          DATE:
   □ Administration & Finance
   □ Budget
   □ Health
   ☑ Human Services
   □ Law & Public Safety
   □ Planning & Economic Development
   □ Public Works

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

Introduced on: December 10, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191213
Dear County Alcoholism and Drug Abuse Director:

The Department of Human Services, Division of Mental Health and Addiction Services (DMHAS) is proposing a county-based innovation grant award program to fund creative and sustainable ideas in opioid use disorder prevention, treatment and recovery. Using the Alcohol Education, Rehabilitation and Enforcement Fund (AEREF) formula, the DMHAS will apportion and award $3 million across all counties so that every County Alcoholism and Drug Abuse Director will be able to support innovative projects that address the opioid epidemic (see attachment for County distribution of awards).

In order to receive funding, each County Director must submit a proposal that identifies how the County proposes to solicit and award county-based innovation projects that address prevention, early intervention, treatment and/or recovery supports for opioid use disorder. The County process for identifying awardees must be competitive.

The County proposal also must identify the criteria the County will use to identify and select awardees. The proposal will need to demonstrate how the County’s approach will accomplish one or more of the following: (1) reduce opioid use, (2) connect individuals with opioid use disorder to medication-assisted treatment, and/or (3) support individuals on a path to recovery. Expected outcomes must be provided. Awardees must commit to data collection on outcomes associated with this funding.

Awards cannot be used for county staff costs with the exception of no more than 5 percent of the county award being available for administrative costs. Funding may not duplicate other state efforts and therefore may not be used to support media campaigns, naloxone distribution, or Medicaid, DMHAS or DHHS reimbursable costs, or other state funded services.

The County Director must accompany the proposal with a signed attestation that confirms the following:

1) The funding will not supplant current county funding, state funding, philanthropic or private sector investments;
2) No less than 95 percent of the funding will be awarded to innovative projects in the county; and
3) The county’s funding process will ensure that awardees do not have policies or practices in place that prohibit or discourage the use of medication-assisted treatment to treat opioid use disorder.
The proposal also must include a proposed template for soliciting innovative projects from across the county, the template must include language identifying that the funding is being made available by the NJ Department of Human Services' Division of Mental Health and Addiction Services in partnership with the county. The proposal must identify the county employee/s who will manage the project and the budget.

Participation in this initiative requires that each County Director report out the status and outcomes of their innovation projects to their colleagues in one of our monthly County Alcoholism and Drug Abuse Director meetings convened by DMHAS. Each County Director would be required to report out at six months and 12 months post-award.

Proposals are to be submitted to DMHAS by December 2, 2019. The DMHAS will review the proposals and provide feedback and/or approval to move forward with the initiative by January 15, 2020. Please note that this is a one-time award. All dollars will need to be obligated by June 30, 2020.

Proposals are to be submitted to Helen Staton at Helen.Staton@dhs.nj.gov.

Sincerely,

Valerie L. Mielke, MSW
Assistant Commissioner

VLM:pjt
Attachment
C: Commissioner Johnson
   Morris Friedman
   Suzanne Borys
   Helen Staton
## 2020 County Innovation Allocation

<table>
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<tr>
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<td>Burlington</td>
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<td>Camden</td>
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*County allotments calculated using the AEREF distribution formula.*
Public Meeting (Board Meeting)

Date:       Dec 30, 2019 - 10:00 AM
Location:   County Administration Building
            220
            401 Grand Street
            Paterson, NJ 07505

Agenda: RESOLUTION AMENDING R-2019-0284 DATED MARCH 26, 2019 TO DECREASE THE AWARD
TO STRAIGHT AND NARROW BY $51,200.00 FOR SHORT TERM REHABILITATION FOR PASSAIC
COUNTY FOR 2019, THE ORIGINAL AWARD WAS $183,210.00 AND REDUCED TO $132,010.00, 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Human Services
COMMITTEE NAME

Official Resolution# R20191214
Meeting Date 12/30/2019
Introduced Date 12/30/2019
Adopted Date 12/30/2019
Agenda Item I-34
CAF #
Purchase Req. #
Result

FREEHOLDER PRES. ABS. MOVE SEC AYE MAY ABST RECU
Bartlett ✓ ✓ ✓ ✓ ✓ ✓
Lazzara ✓ ✓ ✓ ✓ ✓ ✓
Akhter ✓ ✓ ✓ ✓ ✓ ✓
Best Jr. ✓ ✓ ✓ ✓ ✓ ✓
Duffy ✓ ✓ ✓ ✓ ✓ ✓
James ✓ ✓ ✓ ✓ ✓ ✓
Lepore ✓ ✓ ✓ ✓ ✓ ✓

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

Dated: December 30, 2019
RESOLUTION AMENDING R-2019-0284 DATED MARCH 26, 2019 TO DECREASE THE AWARD TO STRAIGHT AND NARROW BY $51,200.00 FOR SHORT TERM REHABILITATION FOR PASSAIC COUNTY FOR 2019, THE ORIGINAL AWARD WAS $183,210.00 AND REDUCED TO $132,010.00

WHEREAS pursuant to R-19-0284 dated March 26, 2019, the Board of Chosen Freeholders of the County of Passaic authorized the Human Services Department to award Addiction Grant Funding from the New Jersey Division of Mental Health and Addiction Services, in the amount of $412,800.00; and

WHEREAS in the above-stated resolution, there was a funding award in the amount of $183,210.00 to Straight and Narrow for Short Term Rehabilitation; and

WHEREAS the Board of Chosen Freeholders of the County of Passaic is desirous of amending Resolution R-2019-0284 dated March 26, 2019, to decrease the award to Straight and Narrow by $51,000.00 for Short Term Rehabilitation for Passaic County 2019, the original award was $183,210.00 and the new reduced award is $132,010.00; and

WHEREAS according to the Passaic County Officials, it was confirmed that Straight and Narrow would not come close to utilizing the full allocation of the above stated award; and

WHEREAS this matter was reviewed and approved at the Freeholder Standing Committee of Human Services at its December 18, 2019 meeting;
NOW THEREFORE BE IT RESOLVED that the Board of
Chosen Freeholders of the County of Passaic hereby
authorizes the amendment of Resolution R-2019-0284 dated
March 26, 2019 to decrease the award to Straight and Narrow
by $51,000.00 for Short Term Rehabilitation for Passaic
County 2019, the original award was $183,210.00 and the
new reduced award is $132,010.00; and

BE IT FURTHER RESOLVED that the Director and Clerk
are hereby authorized to execute any necessary documents to
effectuate the above.

JDP:lc Dated: December 30, 2019
RESOLUTION REQUEST FORM

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

DESCRIPTION OF RESOLUTION:
RESOLUTION TO DECREASE THE AWARD TO STRAIGHT AND NARROW (R20190284) BY $51,200 FOR SHORT TERM REHABILITATION FOR PASSAIC COUNTY FOR 2019. THE ORIGINAL AWARD WAS $183,210 AND REDUCED AWARD IS $132,010.

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 #: R9-01422
   ACCOUNT #: C-01-41-737-019-213

4. METHOD OF PROCUREMENT:
   □ RFP   □ RFQ   □ Bid
   □ Other: REDUCTION IN AWARD

5. COMMITTEE REVIEW:    DATE:
   □ Administration & Finance
   □ Budget
   □ Health
   □ Human Services
      12/18/19
   □ Law & Public Safety
   □ Planning & Economic Development
   □ Public Works

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191214
Public Meeting (Board Meeting)

Date: Mar 26, 2019 - 5:30 PM
Location: County Administration Building 220
401 Grand Street
Paterson, NJ 07505

Agenda: AMENDED: RESOLUTION AUTHORIZING THE HUMAN SERVICES DEPARTMENT TO AWARD ADDICTION GRANT FUNDING FROM THE NEW JERSEY DIVISION OF MENTAL HEALTH AND ADDICTION SERVICES, IN THE AMOUNT OF $412,800.00, 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Human Services
COMMITTEE NAME

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Result

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<th>NAY</th>
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PRES. = present  ABS. = absent  MOVE = moved  SEC. = seconded  AYE = yes  NAY = no  ABST. = abstain  REC. = recuse

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191214

Dated: March 28, 2019
AMENDED
RESOLUTION AUTHORIZING THE HUMAN SERVICES
DEPARTMENT TO AWARD ADDICTION GRANT FUNDING
FROM THE NEW JERSEY DIVISION OF MENTAL HEALTH AND
ADDICTION SERVICES, IN THE AMOUNT OF $412,800.00

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

WHEREAS the Board of Chosen Freeholders of the County
of Passaic is desirous authorizing the Human Services
Department to award a one-year contract renewal to Passaic
County Agencies to provide Addiction Services under the County’s
Addiction Plan 2019, in the amount of $412,800.00; and

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

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

NOW THEREFORE BE IT RESOLVED that the Board of
Chosen Freeholders of the County of Passaic hereby authorizes
the Human Services Department to award a one-year contract
renewal to Passaic County Agencies to provide Addiction Services
under the County’s Addiction Plan 2019, in the amount of
$412,800.00; and

BE IT FURTHER RESOLVED that the Director and Clerk
are hereby authorized to execute any necessary document to
effectuate the above.

JDP:lc                                      Dated: March 26, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $412,800.00

APPROPRIATION: G-01-41-737-019-213

PURPOSE: Resolution authorizing the Human Services Department to award addiction grant funding from the NJ Division of Mental Health and Addiction Services to Passaic County Agencies.

Richard Calhoun, Chief Financial Officer

DATED: March 26, 2019

RC:fr
RESOLUTION REQUEST FORM

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

DESCRIPTION OF RESOLUTION:
RESOLUTION AUTHORIZING THE DEPARTMENT OF HUMAN SERVICES TO AWARD ADDICTIONS GRANT FUNDING FROM NEW JERSEY DIVISION OF MENTAL HEALTH AND ADDICTION SERVICES IN THE AMOUNT OF $412,800 AS DETAILED IN THE ATTACHED SPENDING PLAN.

2. CERTIFICATION INFORMATION:

ATTACH A COPY OF THE REQUISITION FROM EDMUNDS

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

3. AMOUNT OF EXPENDITURE: $412,800
   REQUISITION #: R9-01703, R9-01702, R8-01442
   ACCOUNT #: G-01-41-737-019-213

4. METHOD OF PROCUREMENT:
   [☑] RFP  [☐] RFQ  [☐] Bid
   [☐] Other: __________________________________________

5. COMMITTEE REVIEW: DATE:
   [☐] Administration & Finance
   [☐] Budget
   [☐] Health
   [☑] Human Services
   [☐] Law & Public Safety
   [☐] Planning & Economic Development
   [☐] Public Works

6. DISTRIBUTION LIST:
   [☐] Administration  [☐] Finance  [☐] Counsel
   [☐] Clerk to the Board  [☐] Procurement
   [☐] Other: __________________________________________
March 6, 2019

Proposal Review Committee Report
Meeting Date: February 19, 2019
BID #: RFP-19-007 – 2019 Addiction, Prevention, Early Intervention, Treatment and Recovery Support Services for Passaic County
Committee Members:
Ronna Bouton, Donna Huber, Francine Vince, Tashai McFarlane
Brenda Browne facilitated the meeting but did not score the proposals.

The County received proposals for projects under this offering. All agencies submitted impressive applications for consideration. The Proposal Review Committee provided a thorough, comprehensive review of all submitted proposals and recommend the following:

**Detoxification Program:** There were two proposals received for this project. The agencies that applied for this project were: Straight and Narrow of Paterson, NJ and Turning Point of Paterson, NJ. With a higher overall score, and a stronger proposal for services, the committee is recommending the proposal from Straight and Narrow who scored 80 out of 100 for a total of $152,705 for 2019 to fulfill this addiction service need for the county.

**Short Term Residential:** There were two proposals received for this project. The agencies that applied for this project were: Straight and Narrow of Paterson, NJ and Turning Point of Paterson, NJ. With a higher overall score, and a stronger proposal for services, the committee is recommending the proposal from Straight and Narrow who scored 81 out of 100 for a total of $183,210 for 2019 to fulfill this addiction service need for the county.

**Outpatient Services for Upper County:** New Bridge of Haskell, NJ was the only applicant for this project. The committee reviewed this proposal and is recommending this proposal for a total of $34,415 for 2019 to fulfill this addiction service need for the county.

**Alcohol, Tobacco and Other Drug (ATOD) for Families for Upper County:** Center for Family Resources of Ringwood, NJ was the only applicant for this project. The committee reviewed this proposal and is recommending this proposal for a total of $21,236 for 2019 to fulfill this addiction service need for the county.

**Alcohol, Tobacco and Other Drug (ATOD) for Families for Lower County:** Straight and Narrow of Paterson, NJ was the only applicant for this project. The committee reviewed this proposal and is recommending this proposal for a total of $21,235 for 2019 to fulfill this addiction service need for the county.

Sincerely,

Brenda Browne, MAS, MSW
Director, Division of Mental Health and Addiction Services
County Mental Health & Addictions Administrator
RESOLUTION REQUEST FORM

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

   DESCRIPTION OF RESOLUTION:  
   RESOLUTION AUTHORIZING THE DEPARTMENT OF HUMAN SERVICES TO  
   AWARD ADDICTIONS GRANT FUNDING FROM NEW JERSEY DIVISION OF  
   MENTAL HEALTH AND ADDICTION SERVICES IN THE AMOUNT OF $412,800  
   AS DETAILED IN THE ATTACHED SPENDING PLAN.

2. CERTIFICATION INFORMATION:  
   ATTACH A COPY OF THE REQUISITION FROM EDMUNDS
   PLEASE NOTE THAT RESOLUTIONS FOR ALL CONTRACT AWARDS AND  
   OTHER EXPENDITURES REQUIRE A REQUISITION. RESOLUTION REQUESTS  
   FOR EXPENDITURES WILL NOT BE CONSIDERED WITHOUT A REQUISITION  
   NUMBER

3. AMOUNT OF EXPENDITURE: $412,800  
   REQUISITION #: R9-01703, R9-01702, R9-01442  
   ACCOUNT #: G-01-41-737-019-213

4. METHOD OF PROCUREMENT:  
   ☑ RFP  ☐ RFQ  ☐ Bid  
   ☐ Other: ____________________________

5. COMMITTEE REVIEW:  
   ☐ Administration & Finance  
   ☐ Budget  
   ☐ Health  
   ☑ Human Services  
   ☐ Law & Public Safety  
   ☐ Planning & Economic Development  
   ☐ Public Works
   ________ DATE: ________

6. DISTRIBUTION LIST:  
   ☐ Administration  ☐ Finance  ☐ Counsel  
   ☐ Clerk to the Board  ☐ Procurement  
   ☐ Other: ____________________________
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AMENDING R-2019-0220 DATED MARCH 12, 2019 TO APPLY FOR AND ACCEPT ADDITIONAL FUNDING FROM THE STATE OF NEW JERSEY, DIVISION OF FAMILY DEVELOPMENT (DFD), SOCIAL SERVICES FOR THE HOMELESS TRANSPORTATION GRANT, EXTENDING THE GRANT PERIOD TO DECEMBER 31, 2020 AND ACCEPTING AN ADDITIONAL AWARD OF $361,530.00 FOR CLIENT SERVICES AND $43,384.00 FOR ADMINISTRATION FOR THE SECOND YEAR, BRINGING THE TOTAL FOR THE TWO YEARS TO $732,060.00 FOR CLIENT SERVICES AND $86,767.00 FOR ADMINISTRATION, 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:

______________________________

Michael H. Glovin, Esq.
COUNTY COUNSEL

Human Services
COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION AMENDING R-2019-0220 DATED MARCH 12, 2019 TO APPLY FOR AND ACCEPT ADDITIONAL FUNDING FROM THE STATE OF NEW JERSEY, DIVISION OF FAMILY DEVELOPMENT (DFD), SOCIAL SERVICES FOR THE HOMELESS TRANSPORTATION GRANT, EXTENDING THE GRANT PERIOD TO DECEMBER 31, 2020 AND ACCEPTING AN ADDITIONAL AWARD OF $361,530.00 FOR CLIENT SERVICES AND $43,384.00 FOR ADMINISTRATION FOR THE SECOND YEAR, BRINGING THE TOTAL FOR THE TWO YEARS TO $732,060.00 FOR CLIENT SERVICES AND $86,767.00 FOR ADMINISTRATION

WHEREAS pursuant to R-19-0220 dated March 12, 2019, the Board of Chosen Freeholders of the County of Passaic apply for and accepted transportation grant funding in the amount of $361,503.00 for client services and $43,384.00 for administration services from the State of New Jersey, Division of Family Development (DFD) for 2019, for a total amount of $404,914.00; and

WHEREAS the Board of Chosen Freeholders of the County of Passaic is desirous of amending Resolution R-2019-0220 dated March 12, 2019 to apply for and accept additional funding from the State of New Jersey Division of Family Development (DFD), Social Services for the Homeless Transportation Grant, extending the grant period to December 31, 2020 and accepting an additional award of $361,530.00 for Client Services and $43,384.00 for Administration for the second year, bringing the total for the two years to $732,060.00 for Client Services and $86,767.00 for Administration; and
WHEREAS this matter was reviewed and approved at the Freeholder Standing Committee of Human Services at its December 18, 2019 meeting;

NOW THEREFORE BE IT RESOLVED that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the amendment of Resolution R-2019-0220 dated March 12, 2019 to accept additional funding as set forth above; and

BE IT FURTHER RESOLVED that the Director and Clerk are hereby authorized to execute any necessary documents to effectuate the above.

JDP:lc

Dated: December 30, 2019
RESOLUTION REQUEST FORM

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

DESCRIPTION OF RESOLUTION:
RESOLUTION NO. AMEND R2019-220, DATED MARCH 19, 2019 TO APPLY FOR AND ACCEPT ADDITIONAL FUNDING FROM THE NEW JERSEY DEPARTMENT OF FAMILY DEVELOPMENT, SOCIAL SERVICES FOR THE HOMELESS TRANSPORTATION GRANT, EXTENDING THE GRANT PERIOD TO DECEMBER 31, 2020, AND ACCEPTING AN ADDITIONAL AWARD OF $30,000 FOR CLIENT SERVICES AND $8,000 FOR ADMINISTRATION FOR THE SECOND YEAR, BRINGING THE TOTAL FOR THE TWO YEAR AWARD TO $775,000 FOR CLIENT SERVICES AND $26,707, AS VOTED IN THE RESOLUTION AND ATTACHED DOCUMENTS.

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 12/18/19
   ☐ Law & Public Safety
   ☐ Planning & Economic Development
   ☐ Public Works

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191215
### Passaic County
Work First New Jersey
Revised FY '19
1/1/2019 thru 12/31/2020

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**Contract Number**
T819016

**Contract Effective Date**
1/1/2019

**Contract Expiration Date**
12/31/2020

**Duns Number**
964 661 631

**Agency Vendor Number**
22-6002456 05

**FEIN**
1216000926C3

**Federal Funding**
Department of Health and Human Services, Administration for Children and Families, under the Temporary Assistance for Needy Families (TANF) program.

**Amount of Federal Funding**
$0

**Federal Award Date**
7/1/2018

**Total Monies this Action**
$98,986,280

**Cumulative Award**
$402,701,508

**CFDA**
93.568

**Grant Number**
1801 NJTANF

**R & D Included in Award:**
No

**State Indirect Cost Rate**
20%
Passaic County Board of Chosen Freeholders

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

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

Anthony J. De Nova III
Administrator
Michael H. Glovin, Esq.
County Counsel
Louis E. Imhof, III, RMC
Clerk Of The Board

Public Meeting (Board Meeting)
Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE PASSAIC COUNTY HUMAN SERVICES DEPARTMENT TO APPLY FOR AND ACCEPT FUNDING FROM THE STATE OF NEW JERSEY, DIVISION OF DISABILITY SERVICES, PERSONAL ASSISTANT SERVICES PROGRAM (PASP) IN THE AMOUNT OF $54,504.00, FOR THE PERIOD OF JANUARY 1, 2020 THROUGH DECEMBER 31, 2020, 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Human Services

COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION AUTHORIZING THE PASSAIC COUNTY HUMAN SERVICES DEPARTMENT TO APPLY FOR AND ACCEPT FUNDING FROM THE STATE OF NEW JERSEY, DIVISION OF DISABILITY SERVICES, PERSONAL ASSISTANT SERVICES PROGRAM (PASP) IN THE AMOUNT OF $54,504.00, FOR THE PERIOD OF JANUARY 1, 2020 THROUGH DECEMBER 31, 2020

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

WHEREAS the Freeholder Board of the County of Passaic is desirous of applying for and accepting grant funding from the State of New Jersey, Division of Disability Services, Personal Assistant Services Program (PASP), in the amount of $54,504.00 for the period of January 1, 2020 through December 31, 2020 as set forth in the enclosed letter; and

WHEREAS this matter was reviewed and approved by the Human Services Committee on December 18, 2019;

NOW THEREFORE BE IT RESOLVED that the Board of Chosen Freeholders of the County of Passaic authorizes the acceptance of grant funding from the State of New Jersey, Division of Disability Services, Personal Assistant Services Program (PASP), in the amount of $54,504.00 for the period of January 1, 2020 through December 31, 2020 as set forth in the enclosed letter; and

BE IT FURTHER RESOLVED that the Board of Chosen Freeholder of the County of Passaic hereby authorizes the Director and Clerk to execute any necessary agreements to effectuate the above.

JDP:lc

Dated: December 30, 2019
RESOLUTION REQUEST FORM

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

DESCRIPTION OF RESOLUTION:
RESOLUTION TO APPLY FOR AND ACCEPT PERSONAL ASSISTANT SERVICES PROGRAM (PASP)
FUNDING FROM THE NEW JERSEY DIVISION OF DISABILITY SERVICES FOR THE PERIOD OF
JANUARY 1, 2020 THROUGH DECEMBER 31, 2020, IN THE AMOUNT OF $54,554 FOR THE
PURPOSES OF ADMINISTERING THE PASP PROGRAM LOCALLY AS NOTED IN THE RESOLUTION
AND ATTACHED DOCUMENTS.

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 12/18/19
   □ Law & Public Safety
   □ Planning & Economic Development
   □ Public Works

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

Introduced on: December 29, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191216
November 27, 2019

Francine Vince, MSW
Human Services Director
Passaic County
401 Grand Street, Room 506
Paterson, NJ 07505

Dear Ms. Vince:

Please accept this correspondence as an invitation to renew your agency’s contract for the administration of the Personal Assistance Services Program (PASP) in Passaic County.

Details pertaining to your CY2020 allocation are as follows:

- Contract Term: 1/1/20 – 12/31/20
- Contract Number: 20PASC
- Administrative Allocation: $54,504
- Direct Service Allocation: $375,756
- Total 2020 Allocation: $430,260

Please note that the methodology employed for allocating funds has changed for the upcoming year. An explanation can be found on the enclosed addendum.

Please submit your contract renewal package at your very earliest convenience. The Required Documents Checklist, which was sent separately, details all of the documents necessary to successfully execute your contract. This checklist should be completed, signed, and returned with your contract package.

Electronic copies of all contracting documents can be found on the Department’s website at: https://www.state.nj.us/human-services/olja/gepm/resources/manuals/.

Payments will be made according to the Schedule of Estimated Claims once the contract has been approved and fully executed by DDS.

Please submit your completed contract renewal package to Michael Korman at: michael.korman@dhc.state.nj.us.

You may direct any questions regarding your contract to Mr. Korman, as well, at 609-631-2494 or via email at the email address above.

New Jersey Is An Equal Opportunity Employer
Thank you for your continued efforts serving individuals with disabilities in Passaic County. I look forward to working with you and your staff in the coming year.

Sincerely,

Peri L. Nearon, MPA
Executive Director

C:  S. Combs
    D. Maurone
    M. Korman
    T. Wojtowicz
NJ Division of Disability Services
PASP Funding Allocations: Contract Year 2020 (CY2020)

Beginning CY2020, the methodology employed for allocating PASP funds has changed as noted below. Changes were made to establish consistency across self-directed personal care programs in NJ and to allow greater flexibility in adjusting allocations throughout the year in order to meet spending needs.

Direct service allocations are now calculated based on the following:
  - Trends in actual direct service spending
  - Anticipated growth
    - Requests for increases in direct service allocations will be reviewed and granted based on the availability of funds, with cost share funds collected by the county being utilized first

Administrative funds are now allocated based on the sum of the following fixed rates:
  - $93 per member per month (PMPM), based on enrollment on 9/30/2019
  - $81 an hour, based on 1.5 hours per consumer, per month
  - $150 per initial enrollment of new consumers, based on 3 new consumers, for a total of $450

Please Note:
  - Monthly fees will be paid for all consumers who are enrolled for as little as one day per month
  - Enrollment will be reconciled twice during the contract term and payments will be adjusted accordingly
  - A final reconciliation will occur at year's end to determine any necessary payments or refunds due
  - Counties whose allocation for administrative funds are decreasing in CY2020 as a result of the new methodology are being compensated with a one-time supplemental payment to match the CY2019 funding level

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<tr>
<th>County</th>
<th>Enrollment 9/30/19</th>
<th>PMPM</th>
<th>Hour Rate $81/hour 1.5 hours</th>
<th>Initial Intake 3 @ $150</th>
<th>Total Admin Allocation</th>
<th>Direct Service Allocation</th>
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Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191216
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC, DEPARTMENT OF HUMAN SERVICES TO AWARD $32,025.00 FROM THE PASSAIC COUNTY HOMELESSNESS TRUST FUND TO NJ 2-1-1 FOR HOMELESS HOTLINE SERVICES, 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Human Services

OFFICIAL RESOLUTION

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FREEHOLDER

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Dated: December 30, 2019
RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC, DEPARTMENT OF HUMAN SERVICES TO AWARD $32,025.00 FROM THE PASSAIC COUNTY HOMELESSNESS TRUST FUND TO NJ 2-1-1 FOR HOMELESS HOTLINE SERVICES

WHEREAS 2-1-1 is a vital service utilized by millions of people across North America and every day, clients contact 2-1-1 to access free and confidential crisis, emergency counseling, disaster assistance, food, health care, insurance assistance, utility payment assistance, employment assistance, veterans assistance and childcare & family services; and

WHEREAS NJ 2-1-1 serves as Passaic County Homeless Hotline for individuals who are homeless or at imminent risk of being homeless; and

WHEREAS in 2017 NJ 2-1-1 began serving as the 24/7 single point of entry for homeless individuals in Passaic County seeking housing stability and support service; and

WHEREAS the access is free, multi-lingual, live via phone, chat, text, and the new automated texting platform is also used to inform the public, authorities, and clients about the issuance of a Code Blue and/or the locations of warming and cooling centers, as examples; and

WHEREAS the Board of Chosen Freeholders of the County of Passaic is desirous of awarding grant funds in the amount of $32,025.00 to NJ 2-1-1 to assist in meeting a funding deficit incurred by NJ 2-1-1 in the calendar year 2019; and
WHEREAS the above-stated funds will be awarded from the Passaic County Homelessness Trust Fund as a direct grant authorized by N.J.S.A. 52:27D-280; and

WHEREAS this matter was reviewed and approved by the Human Services Committee at its December 18, 2019 meeting;

NOW THEREFORE BE IT RESOLVED that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the County Department of Human Services to award $32,025.00 from the Passaic County Homelessness Trust Fund to NJ 2-1-1 for Homeless Hotline Services, as a direct grant authorized by N.J.S.A. 52:27D-280; and

BE IT FURTHER RESOLVED that the Director and Clerk to the Board and any other County Official are hereby authorized to execute any necessary documentation to effectuate the above.

JDP:lc Dated: December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $32,025.00

APPROPRIATION: T-12-56-850-000-801

PURPOSE: Resolution awarding $32,025.00 from the Passaic County Homelessness Trust Fund to NJ 2-1-1 for Homeless Hotline Services.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC: fr
RESOLUTION REQUEST FORM

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

DESCRIPTION OF RESOLUTION:
RESOLUTION AUTHORIZING THE COUNTY DEPARTMENT OF HUMAN SERVICES TO AWARD $32,025 FROM THE PASSAIC COUNTY HOMELESS TRUST FUND TO NU 211 FOR HOMELESS HOTLINE SERVICES AS DETAILED IN THE ATTACHMENT.

2. CERTIFICATION INFORMATION:
ATTACH A COPY OF THE REQUISITION FORM 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: $32,025
   REQUISITION #: R9-07662
   ACCOUNT #: T-12-56-850-000-801

4. METHOD OF PROCUREMENT:
   □ RFP   □ RFQ   □ Bid
   □ Other: _____________________________

5. COMMITTEE REVIEW: DATE:
   □ Administration & Finance
   □ Budget
   □ Health
   □ Human Services 12/18/19
   □ Law & Public Safety
   □ Planning & Economic Development
   □ Public Works

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

Introducido on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191217
December 11, 2019

Mr. Anthony J. DeNova III  
Passaic County Administrator  
401 Grand Street, Suite 205  
Paterson, NJ 07505

Dear Mr. DeNova,

NJ 2-1-1 has served as the Passaic County After-hours Homeless Hotline for many years before being asked in 2017 to be the 24/7 single point of entry for homeless individuals in Passaic county. During this time, we were asked to share our expertise in developing a client-centered system in which service providers work together to house the most vulnerable. This was done by creating an assessment tool that is used on every call we handle. Our homeless program manager continues to work with the agencies and the county to implement these HUD requirements. We will end this year having handled over 6,200 calls from Passaic county residents for help due to homelessness.

Our service is funded through a renewable $100,000 HUD grant as part of the Continuum of Care, in addition to $20,000 in SSH funds (Social Services for Homeless). Our total budget for 2019 is $156,910 and total revenue is $124,885 ($4,885 HUD funds from prior year). There is deficit of $32,025. I am writing to request your support in identifying a source to fill this funding deficit for 2019.

I have attached a formal proposal that was submitted to Francine Vince, Director of Human Services, in May 2019, along with our budget for your review. Please let me know if you have any questions or need additional information.

We are most grateful for your assistance and remain committed to serving your residents.

Warm regards,

Melissa Acree  
Executive Director
PASSAIC COUNTY COORDINATED ENTRY AND ASSESSMENT
2019 REQUEST FOR ADDITIONAL FUNDING
NJ 2-1-1 Partnership

Program Purpose and Goals
As our partnership with the County of Passaic has evolved, NJ 2-1-1 has managed significant and continued increases in requests for homeless assistance. We have done so by redirecting our limited infrastructure resources to maintain performance standards. However, we can no longer do this without compromising our core 2-1-1 business.

We are now serving as the County’s 24/7/365 entry point for homeless individuals and families seeking housing stability and support services. Access is free, multi-lingual and LIVE via phone, chat, text. Our new automated texting platform is also used to inform the public, authorities and clients about the issuance of a Code Blue and/or the locations of warming and cooling centers, as examples. Additionally, our database of over 3,000 service providers and 10,000 programs is used to identify community based resources responsive to the basic needs that often accompany homelessness, like the need for food, clothing and healthcare.

For example, we are the Utility Assistance Hotline for the State of New Jersey. We partner with the NJ Department of Health in their diabetes management and prevention program; perform initial intake services for the state’s Kinship Navigator Program (grandparents raising grandchildren) and work closely with Help Me Grow, a national initiative that was created to address the needs of "at-risk" pregnant women, infants and children (birth through 8 years old), parents, and families. Cases are not closed until appropriate connections are made and no one is turned away by NJ 2-1-1.

Our Community Resource Specialists work one-on-one to determines level of vulnerability and ensure that people with the longest histories of homelessness, greatest severity of service needs and special vulnerabilities receive priority for any type of housing and homeless assistance available. As a result, we are reducing barriers to getting help when it is most needed – and it’s working. For example, we are able to track episodes of homelessness and verify “chronic” homelessness for people who have not been sheltered. The result of this, and a number of other intervention strategies we have put into place, there has been a 44% increase in call volume since we established the single point of entry. We anticipate a total of 6,213 calls (25% increase over prior year). Service activities include: answering calls, screening and assessment, information and referral, HMIS data collection, follow-up, quality assurance and process improvement. In addition, we will also provide emergency placement services in area shelters and will arrange for transportation, as needed. Our 211 Counts software provides a real-time, electronic dashboard of NJ 2-1-1 data; displaying data by need, neighborhood and point in time. https://nj.211counts.org/. The data can be used to direct investment of the County’s limited resources to where the greatest impact can be achieved.

Our request is for an additional appropriation of $32,025 to answer 1,300 more calls and serve 430 unduplicated households. We anticipate that 78% will be individuals, 21% families with 3% identified for veteran services and 1% as unaccompanied youth. Twelve percent will be chronically homeless.
PASSAIC COUNTY COORDINATED ENTRY AND ASSESSMENT
2019 REQUEST FOR ADDITIONAL FUNDING
NJ 2-1-1 Partnership

Our goals are to:

- Help people move through the system faster by reducing the amount of time spent moving from program to program before finding the right match;
- Reducing new entries into homelessness by consistently offering prevention and diversion resources; and
- Improving data collection and quality and providing accurate information on what kind of assistance people need.

Our objectives are to:

- Respond in a client-centered and culturally competent manner to an average of 69 homeless hotline callers each month;
- Arrange emergency placement for 100% of callers requiring same;
- Follow-up on 10% of callers in order to evaluate the efficacy and effectiveness of referrals and connection to community resources; and
- Maintain a 90% satisfaction rate.

The desired outcome is: reduced episodes of homelessness and the associated costs of emergency services.

An effective coordinated entry process is essential for Passaic County to continue its progress in eliminating chronic homelessness. The additional funding in combination with the current SSH contract and funds awarded through the Continuum of Care will enable NJ 2-1-1 to effectively manage the increase in call volume, reduce wait times and lower the abandonment rate - thereby meeting the NJ Department of Human Services newly established standards for responsiveness - as well as HUD’s national objectives for fair and equal treatment. We are prepared to manage the increased call volume immediately upon receipt of funding.

Agency Capability
NJ 2-1-1 is nationally accredited by the Association of Information and Referral Services and HMIS licensed. We maintain a 501C3 designation from the IRS and are a registered charitable organization in NJ. We are fiscally sound with a budget of $3.7 million and our annual audits are unqualified.

The administrative team that will oversee this project includes: Melissa Acree, Executive Director; Janice Kaniewski, Chief Operations Officer; and Ruth Cruz, Coordinated Entry Program Manager.

Melissa Acree is our Executive Director. She is an accomplished professional with a rich and diverse background. Her business exposure spans corporations, healthcare, accounting and retail organizations. She began her tenure with NJ 2-1-1 in 2013 as the manager of staff training and development and in 2016 was promoted to the position of director of business development and training. In this capacity, she was charged with strengthening the organization’s relationships with state government and United Way partners. In her role as executive director she continues the work of building relationships with existing and future stakeholders.
RESOLUTION REQUEST FORM

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

DESCRIPTION OF RESOLUTION:
RESOLUTION AUTHORIZING THE COUNTY DEPARTMENT OF HUMAN SERVICES TO AWARD $32,025 FROM THE PASSAIC COUNTY HOMELESS TRUST FUND TO NJ 211 FOR HOMELESS HOTLINE SERVICES AS DETAILED IN THE ATTACHMENT.

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: $32,025
   REQUISITION #: R9-07662
   ACCOUNT #: T-12-56-850-000-001

4. METHOD OF PROCUREMENT:
   □ RFP  □ RFQ  □ Bid
   □ Other: __________________________________________

5. COMMITTEE REVIEW:  DATE:
   □ Administration & Finance
   □ Budget
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   □ Human Services  12/18/19
   □ Law & Public Safety
   □ Planning & Economic Development
   □ Public Works

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191217
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE AMENDMENT OF R-2019-0705 DATED AUGUST 13, 2019 TO INCLUDE SPECIFIC LANGUAGE 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Human Services
COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION AUTHORIZING THE AMENDMENT OF R-2019-0705 DATED AUGUST 13, 2019 TO INCLUDE SPECIFIC LANGUAGE AS NOTED IN THE RESOLUTION

WHEREAS pursuant to Resolution R-2019-0705 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 (JJC) Comprehensive County Plan Allocation funding, in the amount of $932,076,000.00 for Calendar Year 2020; and

WHEREAS the Board is desirous of amending said Resolution to include specific language required by the JJC: "Authorizing the County of Passaic, Department of Human Services to apply for and accept the following: State Community Partnership Program Services Award, SCP-20-PS-16 in the amount of $445,016.00, State Community Partnership Program Management Award, SCP-20-PM-16 in the amount of $55,550.00, and Family Court Award, FC-20-16 in the amount of $153,271.00 for the period of January 1, 2020 through December 31, 2020. The County of Passaic is accepting these funds to be used specifically for the purpose described in the application"; and

WHEREAS the matter was reviewed and approved by the Freeholder Committee of Human Services on December 18, 2019;

NOW THEREFORE BE IT RESOLVED that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the amendment to Resolution R-2019-0705 dated August 13, 2019 to incorporate specific language set forth herein; and
BE IT FURTHER RESOLVED that the Board of Chosen Freeholders of the County of Passaic authorizes the County of Passaic, Department of Human Services to apply for and accept the following: State Community Partnership Program Services Award, SCP-20-PS-16 in the amount of $445,016.00, State Community Partnership Program Management Award, SCP-20-PM-16 in the amount of $55,550.00, and Family Court Award, FC-20-16 in the amount of $153,271.00 for the period of January 1, 2020 through December 31, 2020. The County of Passaic is accepting these funds to be used specifically for the purpose described in the application;” and

BE IT FURTHER RESOLVED that the Director and Clerk are hereby authorized to execute any necessary documents to effectuate the above.

JDP:lc Dated: December 30, 2019
RESOLUTION REQUEST FORM

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

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  12/18/19
   ☐ Law & Public Safety
   ☐ Planning & Economic Development
   ☐ Public Works

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

Introduced on: December 19, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191218
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

November 20, 2019

John D. Givens
Jenny Vuksic
Passaic County Youth Services Commission
401 Grand Street, Rm 506
Paterson, NJ 07505

Dear Mr. Givens & Ms. Vuksic:

We are pleased to advise you that the Juvenile Justice Commission has completed processing Passaic County’s CY 2020 Comprehensive County Youth Services Plan Update and Application (CY 20).

Our intent to award Passaic County for CY 20 is as follows:

**State/Community Partnership**
- Program Services Funds: $445,106.00
- Program Management Funds: $55,550.00
- Award Total: $500,656.00

**Family Court Services**
- Program Services: $278,149.00
- Family Crisis Intervention Unit: $153,271.00
- Award Total: $431,420.00

**Comprehensive Funding Grand Total**: $932,076.00

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

REALIZING POTENTIAL & CHANGING FUTURES
New Jersey is An Equal Opportunity Employer
Printed on Recycled Paper and Recyclable
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,

[Signature]

Jennifer LeBaron, Ph.D.
Acting Executive Director

JL/mmnr

Attachments

C: Anthony J. DeNoia III, County Executive, Passaic County
   Richard Cahill, Chief Financial Officer, Passaic County
   Doris S. Darling, Director, Office of Local Programs & Services, JJC
   Paul Summers, 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
# NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY
# JUVENILE JUSTICE COMMISSION
# AWARD NOTICE

1. **FUNDING SOURCE:**
   - ☑ STATE/COMMUNITY PARTNERSHIP (SCP)
   - ☑ FAMILY COURT SERVICES (FC)
   - ☐ JUVENILE DETENTION ALTERNATIVES INITIATIVE (JDAI)

2. **SUBGRANTEE:** Passaic

3. **AWARD NUMBER:**
   - SCP-20-PS-16
   - SCP-20-PM-16
   - FC-20-16

4. **STATE ACCOUNT NUMBER:**
   - 100-066-1500-007
   - 100-066-1500-021
   - 100-066-1509-267

5. **GRANTEE IRS/VENDOR NO:** 22-6002466

6. **SUBGRANTEE ADDRESS:**
   - Passaic County Youth Services Commission
   - 401 Grand Street, Rm 417
   - Paterson, NJ 07505

7. **SUBGRANTEE REPRESENTATIVE NAME & ADDRESS:**
   - John D. Glivers & Francine Vincte
   - Passaic County Youth Services Commission
   - 401 Grand Street, Rm 417
   - Paterson, NJ 07505

8. **PHONE NUMBER:** 973-881-2834

9. **AWARD AMOUNT:**
   - SCP Program Services Funds: $445,166.60
   - SCP Program Management Funds: $55,550.00
   - Family Court Funds: $278,149.00
   - Family Crisis Intervention Unit Funds: $153,271.00
   - **TOTAL** $933,076.00

10. **FISCAL YEAR:** SFY 2020 – SFY 2021

11. **GRANTEE AWARD CONDITIONS:**
    The above award is approved subject to conditions or limitations set forth in the attached subgrant award conditions on the attached page(s).

12. **STATUTORY AUTHORITY FOR GRANT:**
    ☑ In accordance with provision of P.L. 1995 Chap. 283 State/Community Partnership Grant Program.
    ☐ In accordance with provision of P.L. 2016 Chap. 10

13. **Juvenile Justice Commission Fiscal Officer Approval**
    
    Signature: [Signature]
    Date: [11/20/19]
    
    [JUVENILE JUSTICE COMMISSION]

14. **SUBGRANTEE ACCEPTANCE**
    
    [SUBGRANTEE ACCEPTANCE SIGNATURE]
    [Date]
    
    [TYPED NAME OF OFFICIAL AND TITLE]
    [STATE OF NEW JERSEY - DEPARTMENT LAW AND PUBLIC SAFETY]

15. **SIGNATURE OF APPROVAL:**
    
    Signature: [Signature]
    Date: [ ]
    
    [Attorney General or Designee]

---

**Intended on:** December 30, 2019
**Adopted on:** December 30, 2019
**Official Resolution:** R20191218

**Revised October 3, 2018**
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING $120,000.00 GRANT AWARD FROM THE HOMELESSNESS TRUST FUND TO THE NEW JERSEY COMMUNITY DEVELOPMENT CORPORATION FOR THE PASSAIC COUNTY HOUSING FIRST INITIATIVE, PURSUANT TO N.J.S.A. 52:27D-280, 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Human Services
COMMITTEE NAME

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Dated: December 30, 2019
RESOLUTION AUTHORIZING $120,000.00 GRANT AWARD FROM THE HOMELESSNESS TRUST FUND TO THE NEW JERSEY COMMUNITY DEVELOPMENT CORPORATION FOR THE PASSAIC COUNTY HOUSING FIRST INITIATIVE, PURSUANT TO N.J.S.A. 52:27D-280

WHEREAS the New Jersey Community Development Corporation (NJCDC) is a private non-profit community development and social service agency focusing on education, youth development housing and community building initiatives; and

WHEREAS NJCDC operates a large Housing First Initiative, designed to provide housing and supportive services to Passaic County residents who are homeless and who have a disability; and

WHEREAS NJCDC has submitted a proposal for the provision of case management services to 50 individuals who are chronically homeless and suffer from chronic and persistent mental illnesses; and

WHEREAS attached is the NJCDC funding proposal which addresses a critical issue by taking local community members out of chronic homelessness and providing them with an opportunity to gain necessary life and employment skills to enable them to live independent and successful lives; and

WHEREAS the Board of Chosen Freeholders of the County of Passaic is desirous of awarding funding in the amount of $120,000.00 to NJCDC from the Passaic County Homelessness Trust Fund, as a direct grant authorized by N.J.S.A. 52:27D-280; and
WHEREAS this matter was reviewed and approved by the Human Services Committee at its December 18, 2019 meeting; and

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

NOW THEREFORE BE IT RESOLVED that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the award in the amount of $120,000.00 to NJCDC from the Passaic County Homelessness Trust Fund, as a direct grant authorized by N.J.S.A. 52:27D-280; and

BE IT FURTHER RESOLVED that the Director and Clerk are hereby authorized to execute any necessary document to effectuate the above.

JDP:lc Dated: December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $120,000.00

APPROPRIATION: T-12-56-850-000-801

PURPOSE: Resolution awarding a grant award from the Homelessness Trust Fund to the New Jersey Community Development Corporation for the Passaic County Housing First Initiative.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191219
RESOLUTION REQUEST FORM

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

   **DESCRIPTION OF RESOLUTION:**
   Resolution authorizing $120,000 grant award from the Homelessness Trust Fund to the New Jersey Community Development Corporation for the Passaic County Housing First Initiative, pursuant to N.J.S.A. 52:27D-280

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:** $120,000
   
   **REQUISITION #** R9-07781
   
   **ACCOUNT #** T-12-56850-000-801

4. **METHOD OF PROCUREMENT:**

   - [ ] RFP
   - [ ] RFQ
   - [ ] Bid
   - [✓] Other: Direct grant authorized by N.J.S.A. 52:27D-280

5. **COMMITTEE REVIEW:**

   - [ ] Administration & Finance
   - [ ] Budget
   - [ ] Health
   - [✓] Human Services: 12/17/19
   - [ ] Law & Public Safety
   - [ ] Planning & Economic Development
   - [ ] Public Works

6. **DISTRIBUTION LIST:**

   - [ ] Administration
   - [ ] Finance
   - [✓] Counsel
   - [ ] Clerk to the Board
   - [ ] Procurement
   - [✓] other: Human Services

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Introduced on: December 10, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191219
Passaic County Housing First Initiative

Overview

NJCDC operates a large Housing First initiative, designed to provide housing and supportive services to Passaic County residents who are homeless and who have a disability.

This initiative has succeeded in moving about 90 men and women from homelessness to an apartment of their own. Twenty-three of these individuals live in two small apartment buildings constructed by NJCDC, and the other 68 live in scattered site apartments that we have been able to secure with housing vouchers through the County (HUD Shelter Plus Care vouchers, or S+C vouchers) and through the state Department of Community Affairs (State Rental Assistance Program vouchers, or SRAP vouchers).

Until 2016, we only served 33 people in scattered site apartments. However, in 2016, NJCDC partnered with Passaic County to expand this program to include an additional 35 homeless individuals. This ambitious initiative stemmed from an RFP though DCA, which asked nonprofit organizations with proven records of providing permanent and supportive housing to vulnerable populations to compete for new vouchers. Passaic County submitted an application, with NJCDC as the lead applicant, and was awarded the new vouchers in close partnership with the County and a host of service providers.

These new 35 SRAP vouchers helped to significantly reduce the population of chronically homeless individuals in Paterson and Passaic County. The County of Passaic is an important partner in this initiative, and assisted in 2016 by committing a $100,000 grant from the County’s Homeless Trust Fund. This enabled us to hire two case managers to conduct client intake, apartment searches, and prepare individual service plans for each client.

Unfortunately, the funding from the Homeless Trust Fund was not renewed, and the individuals that we are serving are receiving little or no services to help them maintain their independence, cope with issues such as depression and addiction, and maintain their apartments.

Therefore, the funding requested through this proposal will allow NJCDC to provide case management services for each of the now formerly homeless 35 individuals, plus another 15 who reside at NJCDC’s Birch Street Supportive Housing Apartments. Hiring two case managers will ensure these individuals’ stability and ensure that they remain successfully housed and build critical independent living skills to live successfully on their own.

Population to be Served

The 50 individuals we are requesting to serve through this application will be chronically homeless individuals with chronic and persistent mental illnesses. We expect each client to participate in the program until they feel prepared for life on their own. Each client will be
provided with comprehensive supportive services administered by NJCDC and by referrals to non-profit partners such as Eva’s Village and the local Mental Health Association.

Addressing a Critical Issue

This proposal addresses a critical issue by taking local community members out of chronic homelessness and providing them with an opportunity to gain necessary life and employment skills to enable them to live independent and successful lives. Homelessness is a significant concern in the City of Paterson and Passaic County, particularly among the mentally ill, and the Housing First Program plays an important role in working towards ending this problem. Moreover, case management is integral to the success of the Housing First model because it helps to stabilize recently housed clients and connect them with vital community supports. Service funding from the County would be an essential component of moving these 50 individuals from lives of chronic homelessness to full independent living.

Organizational Capacity

NJCDC is a 25-year-old community development agency with a commitment to transforming the lives of individuals through affordable housing and supportive services. NJCDC worked collaboratively with the County for the past 15 years to operate the Housing First initiative. As indicated earlier, we serve about 90 men and women through this program, and have a strong track record of keeping people successfully housed.

Beyond this particular program, NJCDC serves 4,000 children and families every day through a variety of programs and services in areas that include education, youth development, community building, and affordable/supportive housing. We have constructed 150 units of affordable housing, have started and support the Community Charter School of Paterson, we operate four Teen Centers at local schools, and in 2018 opened the new Great Falls Teen Center in Paterson’s old American Legion Hall.

NJCDC has a strong track record meeting anticipated outcomes, has a strong management team, and spends ninety cents of every dollar directly on programs and services (as confirmed by our auditors). Our annual independent audit confirms a well-run organization, as we have never had an audit finding in our 25 years.

Collaborators

Clients will be able to access a wide range of services within the community. These services can include career planning and work readiness, job search and job placement services, and linkages to educational programs. It can also include financial literacy, budgeting and money management, linkage to recreational and cultural opportunities, and access to a full range of community-based social and health care services.
RESOLUTION REQUEST FORM

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

   DESCRIPTION OF RESOLUTION:
   Resolution authorizing $120,000 grant award from the Homelessness Trust Fund to the New Jersey Community Development Corporation for the Passaic County Housing First Initiative, pursuant to N.J.S.A. 52:27D-280

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: $120,000
   REQUISITION #: R9-07781
   ACCOUNT #: T-12-56850-000-801

4. METHOD OF PROCUREMENT:
   □ RFP    □ RFQ    □ Bid
   □ Other: Direct grant authorized by N.J.S.A. 52:27D-280

5. COMMITTEE REVIEW: DATE:
   □ Administration & Finance
   □ Budget
   □ Health
   □ Human Services  12/17/19
   □ Law & Public Safety
   □ Planning & Economic Development
   □ Public Works
   □ Clerk to the Board
   □ Procurement
   □ Other: Human Services

6. DISTRIBUTION LIST:
   □ Administration    □ Finance    □ Counsel
   □ Clerk to the Board □ Procurement
   □ Other: Human Services

Introduced on: December 26, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191219
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM  
Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505  

Agenda: RESOLUTION AUTHORIZING THE HUMAN SERVICES DEPARTMENT TO AWARD THE SECOND ONE YEAR OPTION TO RENEW TO VISITING HOMEMAKER SERVICES FOR SERVICES TO HOMEBOUND INDIVIDUALS UNDER THE PEER GROUPING GRANT SPENDING PLAN FOR 2019, IN THE AMOUNT OF $59,286.00, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
HUMAN SERVICES

REVIEWS BY:

Anthony J. De Nova III  
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.  
COUNTY COUNSEL

Human Services

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

Dated: December 30, 2019
RESOLUTION AUTHORIZING THE HUMAN SERVICES DEPARTMENT TO AWARD THE SECOND ONE YEAR OPTION TO RENEW TO VISITING HOMEMAKER SERVICES FOR SERVICES TO HOMEBOUND INDIVIDUALS UNDER THE PEER GROUPING GRANT SPENDING PLAN FOR 2019, IN THE AMOUNT OF $59,286.00

WHEREAS pursuant to Resolution R-2017-0135 dated February 28, 2017, the Board of Chosen Freeholders of the County of Passaic authorized the Human Services Department to accept recommendations of the Peer Grouping RFP Proposal Review Committee and award a one (1) year contract, with two (2) options to renew, to Passaic County Agencies, in the amount of $485,000.00 for calendar year 2017; and

WHEREAS the Passaic County Human Services Department is desirous of awarding the second one year option to renew to Visiting Homemaker Service for service to homebound individuals for 2019, commencing January 1, 2019 and terminating December 31, 2019, in the amount of $59,286.00;

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

WHEREAS this was awarded in a Fair and Open Process;

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the award of the second one year option to renew to Visiting Homemaker Service for Service to homebound individuals for 2019, commencing January 1, 2019 and terminating December 31, 2019, in the amount of $59,286.00; and
BE IT FURTHER RESOLVED that the Director and Clerk are authorized to execute any necessary agreements on behalf of the County of Passaic.

JDP:lc

Dated: December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $59,286.00

APPROPRIATION: 9-01-30-204-006-213

PURPOSE: Resolution awarding the second one year option to renew to visiting homemaker services for calendar year 2019.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr
RESOLUTION REQUEST FORM

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

DESCRIPTION OF RESOLUTION:
RESOLUTION AUTHORIZING THE COUNTY DEPARTMENT OF HUMAN SERVICES TO EXECUTE THE SECOND ONE YEAR OPTION TO AWARD FUNDING FROM THE PASSAIC COUNTY PEER GROUPING ACCOUNT TO VISITING HOMEMAKER SERVICE FOR SERVICE TO HOMEBOUND INDIVIDUALS IN 2019.

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: $ 59,286
   REQUISITION #: R9-05300
   ACCOUNT #: 9-01-30-204-008-213

4. METHOD OF PROCUREMENT:
   ✔ RFP    ☐ RFQ    ☐ Bid
   ☐ Other:

5. COMMITTEE REVIEW: DATE:
   ☐ Administration & Finance
   ☐ Budget
   ☐ Health
   ☐ Human Services  11/27/19
   ☐ Law & Public Safety
   ☐ Planning & Economic Development
   ☐ Public Works

6. DISTRIBUTION LIST:
   ☐ Administration    ☐ Finance   ☐ Counsel
   ☐ Clerk to the Board ☐ Procurement
   ☐ Other:
Passaic County Board of Chosen Freeholders

Public Meeting (Board Meeting)
Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION FOR AWARD OF CONTRACT TO ASCEND CONSTRUCTION MANAGEMENT INC. AS IT PERTAINS TO THE ELEVATOR REHABILITATION PROJECTS AT THE PASSAIC COUNTY BOARD OF SOCIAL SERVICES LOCATED AT 80 HAMILTON STREET AND PASSAIC COUNTY EMPLOYEE PARKING GARAGE BOTH IN THE CITY OF PATERSON, NJ AS PER BID, ALL AS NOTED IN THE RESOLUTION., ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Official Resolution# R20191221
| Meeting Date | 12/30/2019 |
| Introduced Date | 12/30/2019 |
| Adopted Date | 12/30/2019 |
| Agenda Item | I-41 |
| CAF # | |
| Purchase Req. # | |
| Result | Adopted |

FREEHOLDER

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Dated: December 30, 2019
RESOLUTION FOR AWARD OF CONTRACT TO ASCEND CONSTRUCTION MANAGEMENT INC. AS IT PERTAINS TO THE ELEVATOR REHABILITATION PROJECTS AT THE PASSAIC COUNTY BOARD OF SOCIAL SERVICES LOCATED AT 80 HAMILTON STREET AND PASSAIC COUNTY EMPLOYEE PARKING GARAGE BOTH IN THE CITY OF PATERSON, NJ AS PER BID

WHEREAS bids for the Elevator Rehabilitation Projects at the Board of Social Services, 80 Hamilton Street and Passaic County Employee Parking Garage in Paterson, NJ were received on December 4, 2019; and

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

WHEREAS the lowest responsible bidder is Ascend Construction Management Inc., 3327 Sunset Avenue, Ocean, NJ who submitted a base bid in the amount of $1,983,600.00, an Add Alternate 1 amount bid of $70,000.00, an Add Alternate 2 amount bid of $2,500.00, an Add Alternate 3 bid of $3,000.00, an Add Alternate 4 amount of $80,000.00 for a total of $2,139,100.00 (Base Bid + Alt 1 + Alt. 2 + Alt. 3 + Alt. 4); and

WHEREAS the County Engineer has recommended an award in the total amount of $2,139,100.00, as per the terms of the attached letter dated December 12, 2019; and

WHEREAS this matter was discussed via e-mail by members of the Public Works and Buildings & Grounds Committee at their meeting on December 11, 2019 and recommended to the full Board for approval; and

WHEREAS a certification is attached hereto to the effect that funds for the within contemplated expenditure are available.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby awards a contract for the Elevator Rehabilitation Projects at 80
Hamilton Street – Board of Social Services and Employee Parking Garage in the City of Paterson, NJ as noted above to the lowest responsible bidder, Ascend Construction Management Inc. of Ocean, New Jersey, as per its total bid in the amount of $2,139,100.00.

**BE IT FURTHER RESOLVED** that the Director, Clerk of the Board, Director of Purchasing and County Counsel are authorized to execute all necessary documents on behalf of Passaic County.

December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $2,139,100.00

APPROPRIATION:
$1,100,000.00 - C-04-55-157-009-901
$495,580.77 - C-04-55-973-000-901
$522,291.38 - C-04-55-991-006-901
$ 21,227.85 - C-04-55-157-001-901

PURPOSE: Resolution awarding contract to Ascend Construction.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr
December 12, 2019

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

PROJECT: Elevator Rehabilitation Projects
80 Hamilton Street-Board of Social Services and
Employee Parking Garage
City of Paterson NJ

AWARD OF CONSTRUCTION CONTRACT

Dear Members of the Board:

Bids for the construction of the above referenced project were received on December 4, 2019. The project involves elevator rehabilitation projects for the following facilities, 80 Hamilton Street and the Employee Parking Garage in Paterson NJ.

Two (2) bidders submitted bids. The following is a summary of the bids received:

<table>
<thead>
<tr>
<th>Name of Bidder</th>
<th>Base Bid</th>
<th>Add Alternate 1</th>
<th>Add Alternate 2</th>
<th>Add Alternate 3</th>
<th>Add Alternate 4</th>
<th>Amount</th>
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<tr>
<td>1. Ascend Construction Management Inc</td>
<td>$1,983,600.00</td>
<td>$70,000.00</td>
<td>$2,500.00</td>
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<td>3327 Sunset Avenue</td>
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<td>2. Tomar Construction</td>
<td>$2,132,000.00</td>
<td>$102,000.00</td>
<td>$5,000.00</td>
<td>$28,000.00</td>
<td>$115,000.00</td>
<td>$2,382,000.00</td>
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<td>18 Cornerity Court</td>
<td>East Brunswick, NJ 08816</td>
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The lowest proposal amount total received was from Ascend Construction Management Inc. for $2,139,100.00.
December 12, 2019

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

PROJECT: Elevator Rehabilitation Projects
80 Hamilton Street-Board of Social Services and
Employee Parking Garage
City of Paterson NJ

AWARD OF CONSTRUCTION CONTRACT

Dear Members of the Board:

Bids for the construction of the above referenced project were received on December 4, 2019. The project involves elevator rehabilitation projects for the following facilities, 80 Hamilton Street and the Employee Parking Garage in Paterson NJ.

Two (2) bidders submitted bids. The following is a summary of the bids received:

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<td>(Base Bid +Alt. 1+Alt. 2+ Alt. 3+ Alt. 4):</td>
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2. Tomar Construction
18 Cornerity Court
East Brunswick, NJ 08816

| Base Bid:                             | $2,132,00.000          |
| Add Alternate 1:                      | $102,000.00            |
| Add Alternate 2:                      | $5,000.00              |
| Add Alternate 3:                      | $28,000.00             |
| Add Alternate 4:                      | $115,000.00            |
| **Total**                             | **$2,382,000.00**      |
| (Base Bid +Alt. 1+Alt. 2+ Alt. 3+ Alt. 4): |                      |

The lowest proposal amount total received was from Ascend Construction Management Inc. for $2,139,100.00.
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE AWARD OF A CONSTRUCTION SERVICES CONTRACT THROUGH THE EDUCATION SERVICE COMMISSION OF NEW JERSEY TO MURRAY PAVING AND CONCRETE LLC FOR RELOCATION OF THE PASSAIC COUNTY SHERIFF’S MOTOR POOL TO 65 COLUMBIA AVENUE IN THE CITY OF PATERSON, NJ, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

______________________________

REVIEWED BY:

______________________________

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

______________________________

Michael H. Glovin, Esq.
COUNTY COUNSEL

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Dated: December 30, 2019
RESOLUTION AUTHORIZING THE AWARD OF CONSTRUCTION SERVICES CONTRACT THROUGH THE EDUCATION SERVICE COMMISSION OF NEW JERSEY TO MURRAY PAVING AND CONCRETE LLC FOR RELOCATION OF THE PASSAIC COUNTY SHERIFF’S MOTOR POOL TO 65 COLUMBIA AVENUE IN THE CITY OF PATERSON, NJ

WHEREAS the County of Passaic is a member of the Education Services Commission of New Jersey (formerly known as the Middlesex Regional Education Service Commission (MRESC)), a purchasing cooperative who is authorized under the Local Public Contracts Law to receive bids for items on behalf of its members; and

WHEREAS the Passaic County Engineer has requested a proposal from Gordion Group Inc., a consultant for Middlesex Regional Education Services Commission, for renovation and new construction of the Passaic County Sheriff’s Motor Pool to be re-located to 65 Columbia Avenue in Paterson, NJ from its present location in Garret Mountain, Woodland Park, NJ; and

WHEREAS the contractor listed on the proposal to perform the work is Murray Paving and Concrete, 210 S. Newman Street, Hackensack, NJ and was awarded the State Approved Co-op #65MCESCCPS (JOC Contract No.: ESCNJ 16/17-54 GC1); and

WHEREAS pursuant to the terms of the requisitions attached hereto and made a part hereof, the bid amount is $502,843.67, pursuant to the letter dated December 12, 2019 from the Passaic County Engineer attached hereto and made part hereof; and

WHEREAS the Freeholder members of the Committee for Public Works and Buildings & Grounds reviewed this matter at its December 11, 2019 meeting and are recommending approval by the entire Board; and
WHEREAS a certification is attached hereto which indicates the availability of funds for said expenditure.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes an award of contract for renovation and new construction of the relocated Sheriff Motor Pool located at 65 Columbia Avenue in Paterson, NJ to Murray Paving and Concrete in the amount in the amount of $502,843.67 in conformity with the terms and conditions as set forth in their bid and pursuant to the Education Services Commission of New Jersey.

BE IT FURTHER RESOLVED that the Director, Clerk of the Board and County Counsel are authorized to execute all necessary documents on behalf of the County of Passaic.

December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $502,843.67

APPROPRIATION:
$260,000.00 - T-22-56-850-012-803
$137,851.47 - C-04-55-119-001-908
$70,837.20 - C-04-55-137-001-908
$34,155.00 - C-04-55-153-001-945

PURPOSE: Resolution awarding contract to Murray Paving and Concrete.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr
December 12, 2019

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

PROJECT:  Relocation of the Sheriff’s Motor Pool
to 65 Columbia Avenue
City of Paterson, NJ

AWARD OF CONSTRUCTION SERVICES FOR RELOCATION OF
SHERIFF’S MOTOR POOL

Dear Members of the Board:

Passaic County requested a proposal under the Middlesex Regional Education Services Commission Co-op (MRESC) from the consultant The Gordion Group Inc. for renovation and new construction of the relocated Sheriff Motor Pool located at 65 Columbia Avenue in Paterson NJ. The Sheriff’s Motor Pool must move from its present location in Garret Mountain, Woodland Park, NJ.

As per the work to be performed as per the Final Scope of Work and the Price Proposal dated 12/9/2019, and as per the terms and conditions of JOC Contract No ESCNJ 16/17-54 GC1, the estimated cost of the work is $502,843.67. The contractor listed to perform the work under the proposal is Murray Paving and Concrete Inc.

This matter was discussed during the Public Works Committee meeting on December 11, 2019, and an award of contract for $502,843.67 to the Murray Paving and Concrete 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 Murray Paving and Concrete in the amount of $502,843.67 for renovation and new construction of the relocated Sheriff Motor Pool located at 65 Columbia Avenue in Paterson NJ subject to the availability of funds.

Very truly yours,

Jonathan C. Pera, P.E.
County Engineer

/ART

cc: Chair, Public Works and Buildings & Grounds Committee
    County Administrator
    Director of Finance

Introduced on: R0191220
Adopted on: R0191220
Official Resolutions: R20191222
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION FOR CHANGE ORDER #1 (FINAL) FOR SPARWICK CONTRACTING, INC. AS IT PERTAINS TO THE PASSAIC COUNTY EMPLOYEE PARKING GARAGE REPAIRS IN THE CITY OF PATerson, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

This resolution was requested by:

Reviewed by:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

Approved as to form and legality:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Committee Name

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Dated: December 30, 2019
RESOLUTION FOR CHANGE ORDER #1 (FINAL) FOR SPARWICK CONTRACTING, INC. AS IT PERTAINS TO THE PASSAIC COUNTY EMPLOYEE PARKING GARAGE REPAIRS IN THE CITY OF PATERSON, NEW JERSEY

WHEREAS a contract was awarded to Sparwick Contracting, Inc. for the project known as the Passaic County Employee Parking Garage Repairs in the City of Paterson, NJ; and

WHEREAS it is now necessary that a change order be made reflecting a net decrease cost of $210.53 in the contract amount, which results in a 0.2% net decrease to the adjusted contract amount and the total final contract amount up to and including Change Order #1 (Final) is $94,579.47, and is more fully explained in attached letter dated December 13, 2019; and

WHEREAS this matter was discussed and reviewed by the Freeholder Committee for Public Works and Buildings & Grounds at a meeting on December 11, 2019 who recommended that it be approved by the entire Board.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that the following proposed Change Order No. 1 (Final) in connection with the above-mentioned project and recommended for approval by the Office of the Passaic County Engineer by letter dated December 13, 2019 and attached hereto, be and the same is hereby approved.
CHANGE ORDER NO. 1 (FINAL)

DESCRIPTION AND VALUE OF CHANGE

See December 13, 2019 letter attached hereto

Deduction $210.53

REASON FOR CHANGE

See December 13, 2019 letter attached hereto

1. STATEMENT OF CONTRACT AMOUNT

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Amount</td>
<td>$94,790.00</td>
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<tr>
<td>Previous Additions</td>
<td>$0.00</td>
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<td>Total</td>
<td>$94,790.00</td>
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<td>Previous Deductions</td>
<td>$0.00</td>
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<td>Net Prior to This Change</td>
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<td>Amount of This Change Deduct</td>
<td>$210.53</td>
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<td>Contract Amount to Date</td>
<td>$94,579.47</td>
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</table>

December 30, 2019
December 13, 2019

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

PROJECT: County Employee Parking Garage Repairs
City of Paterson
CHANGE ORDER #1 - FINAL

Members of the Board:

Attached for your Approval is Change Order #1 - FINAL to be issued to the Contractor, Sparwick Contracting, Inc., reflecting a net decrease in the contract amount due to project changes. The total amount of the net decrease is $210.53, resulting in a new contract amount of $94,579.47.

The above-mentioned Change Order was reviewed and recommended for Approval by the Public Works Committee at their meeting of December 11, 2019.

Therefore, my office recommends the Board of Chosen Freeholders ADOPT the necessary RESOLUTION to APPROVE this issue CHANGE ORDER #1 - FINAL to the Contractor, Sparwick Contracting, Inc., of Lafayette, New Jersey in the amount of $210.53 (Two Hundred Ten Dollars and Fifty Three Cents), which results in a 0.2% decrease to the adjusted Contract amount. The total contract amount up and including Change Order #1 - FINAL is $94,579.47.

Very truly yours,

Jonathan Pera, P.E.
County Engineer

Attachment

//cp

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

K:\Users\Jonathan_pi\Employee Parking Garage\Construction\Change Orders\BCF_Change Order 1_2019.12.13.doc

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191223
COUNTY OF PASSAIC

DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION
401 GRAND STREET
PATERSON, NEW JERSEY 07505

CHANGE ORDER No. 1 - FINAL
PROJECT No.

DATE: December 5, 2019

PROJECT TITLE: Passaic County Employee Parking Garage Repairs
Grand Street

LOCATION: City of Paterson, Passaic County, NJ

DATE OF CONTRACT: July 2019

OWNER: PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS

CONTRACTOR: Sparwick Contracting, Inc.

3. STATEMENT OF CONTRACT AMOUNT

ORIGINAL CONTRACT AMOUNT: $94,790.00
PREVIOUS ADDITIONS: $0.00
TOTAL: $94,790.00
PREVIOUS DEDUCTIONS: $0.00
NET PRIOR TO THIS CHANGE: $94,790.00
AMOUNT OF THIS CHANGE: ($210.53)
CONTRACT AMOUNT TO DATE: $94,579.47

CONTRACTOR’S PROPOSAL FOR THE ABOVE DESCRIBED CHANGES:

I/we hereby agree to the modifications of the contract as described above and agree to furnish all materials, equipment, and labor to perform all work in connection therewith in accordance with the requirements for similar work in the existing contract except as otherwise stipulated therein for the above consideration.

I/we hereby release the County of Passaic, the Board of Chosen Freeholders, their agents, officers and employees from any claims and liability of whatsoever nature for anything done or furnished or in any manner growing out of the performance of the work.

CONTRACTOR - Sparwick Contracting, Inc.

SIGNATURE ___________________________ DATE ___________________________

You are hereby authorized to supply all labor, equipment, and material for the above change as provided under the terms of your contract; all to be in accordance with the plans and specifications and modifications thereof. Your Contract is increased or decreased by the amount given above which is agreed upon.

Reviewed By and Prepared By: ___________________________ Date ___________________________

Reviewed By and Recommended for Processing By: ___________________________ Date ___________________________

Recommended for Approval By: ___________________________ Date ___________________________

(County Inspector)

(County Engineer)

(County Engineer)

ACCENTED BY: BOARD OF CHOSEN FREEHOLDERS OF PASSAIC COUNTY

SIGNATURE ___________________________ DATE: ___________________________

John Bartlett, Freeholder - Director

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191223
COUNTY OF PASSAIC

DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION
401 GRAND STREET
PATERSON, NEW JERSEY  07505

CHANGE ORDER No. 1 - FINAL
PROJECT No.

DATE:        December 5, 2019

PROJECT TITLE:  Passaic County Employee Parking Garage Repairs
Grand Street
LOCATION:     City of Paterson, Passaic County, NJ
DATE OF CONTRACT:  July 2019
OWNER:         PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS
CONTRACTOR:    Sparwick Contracting, Inc.

It is hereby mutually agreed that when this Change Order has been signed by the contracting parties the following described changes in work required by the contract shall be executed by the Contractor without changing the terms of the contract except as herein stipulated and agreed:

1. DESCRIPTION AND VALUE OF CHANGE

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<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION</th>
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<th>UNIT</th>
<th>PRICE</th>
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<td>L.S.</td>
<td>$10,679.47</td>
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<td>TOTAL ADDITIONS</td>
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<td>$12,389.47</td>
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NET CHANGE ORDER (DEDUCT)        ($210.53)
COUNTY OF PASSAIC

DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION
401 GRAND STREET
PATERSON, NEW JERSEY 07505

CHANGE ORDER No. 1 - FINAL
PROJECT No.

DATE: December 5, 2019

PROJECT TITLE: Passaic County Employee Parking Garage Repairs
Grand Street

LOCATION: City of Paterson, Passaic County, NJ

DATE OF CONTRACT: July 2019

OWNER: PASSAIC COUNTY BOARD OF CHOSEN FREEHOLDERS

CONTRACTOR: Sparwick Contracting, Inc.

---

1. DESCRIPTION AND VALUE OF CHANGE (Cont)

SUBTRACT TO THE AMOUNT OF CONTRACT............................................

($210.53)

ORIGINAL TIME FOR COMPLETION.................................................. November 26, 2019

ADD TO OR DEDUCT FROM THE PRESENT CONTRACT TIME. NO CHANGE

NEW DATE FOR COMPLETION IS........................................... November 26, 2019

---

2. REASON FOR CHANGE

Item No. 5 - Trough Repair Type 2: This pay item was ultimately not required for this project. This resulted in the decrease in the quantity of the pay item Trough Repair Type 2.

Item No. 4 - Trough Repair Type 1: Due to field adjustments, additional quantity of this pay item was required. This resulted in the increase in the quantity of the pay item Trough Repair Type 1.

Item No. 5-01 - Concrete Deck Repairs and Heavy Rust Removal: Due to unforeseen field conditions, the pay item Concrete Deck Repairs and Heavy Rust Removal was required. This resulted in establishing the Supplemental Pay Item - Concrete Deck Repairs and Heavy Rust Removal.
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM  Location: County Administration Building
220 401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION CONSENTING TO ORDINANCE 19-051 BY THE CITY OF PATerson, NJ WHICH ESTABLISHES A LOADING ZONE AT 398 UNION AVENUE FROM 8:00 A.M. TO 6:00 P.M. MONDAY THRU SATURDAY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
ENGINEERING

REVIEWED BY:

___________________________
Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

___________________________
Michael H. Glovin, Esq.
COUNTY COUNSEL

Public Works

COMMITTEE NAME

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<td>Result</td>
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<th>AYE</th>
<th>NAY</th>
<th>ABST.</th>
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PRES. = present  ABS. = absent  MOVE = moved  SEC. = seconded  AYE = yes  NAY = no  ABST. = abstain  RECU. = recuse

Dated: December 30, 2019
RESOLUTION CONSENTING TO ORDINANCE 19-051 BY THE CITY OF PATERSON, NJ WHICH ESTABLISHES A LOADING ZONE AT 398 UNION AVENUE FROM 8:00 A.M. TO 6:00 P.M. MONDAY THRU SATURDAY

WHEREAS the City of Paterson adopted Ordinance 19-051 which establishes a loading zone at 398 Union Avenue from 8:00 a.m. to 6:00 p.m. Monday thru Saturday (see copy of Ordinance No. 19-051 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 Union Avenue is a County road; and

WHEREAS said Resolution was discussed at the December 11, 2019 Public Works and Buildings & Grounds Committee meeting and recommended to the full Board for approval; and

WHEREAS based upon the recommendation of the said Committee, the Board of Chosen Freeholders of the County of Passaic is desirous of adopting a consenting Resolution which establishes a loading zone at 398 Union Avenue in Paterson, NJ, from 8:00 a.m. to 6:00 p.m. Monday thru Saturday.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that, pursuant to the terms and conditions set forth above, it does hereby consent to a Resolution as referenced above and in the attached letter from the County Traffic Engineer dated December 16, 2019.

December 30, 2019
Board of Chosen Freeholders  
401 Grand Street  
Paterson, NJ 07505

Re:  City of Paterson Ordinance 19-051  
Loading Zone at 398 Union Avenue  
(8:00 AM to 6:00 PM, Monday thru Saturday)

Dear Members of the Board:

Our office received from the City of Paterson the final copy of the referenced Ordinance. It establishes a loading zone at the referenced location (8:00 AM to 6:00 PM, Monday thru Saturday). Since Union Avenue is a County road, a consenting Resolution is required.

This Ordinance was reviewed and recommended for approval at the December 11, 2019 Public Works Committee meeting. Based upon the above, it is my recommendation that the Board of Chosen Freeholders adopt a consenting Resolution, provided the cost and maintenance of all signs and equipment be borne by the City of Paterson.

Very truly yours,

Charles Silverstein, P.E.  
County Traffic Engineer

cc: County Administrator  
County Counsel  
PWC Chair

December 16, 2019
December 9, 2019

The Honorable John W. Bartlett, Director
Board of Chosen Freeholders
Passaic County Administration Building
401 Grand Street, Room 6223
Paterson, NJ 07505

Dear Honorable Director Bartlett:

At a Regular Meeting of the Paterson Municipal Council held on Tuesday, November 26, 2019, the following Ordinance was adopted by the Municipal Council:

- Ordinance establishing a Commercial Loading Zone on Union Avenue between Sheridan Avenue and Sherman Avenue.  PUBLIC WORKS (ORD. #19-051)

This Ordinance requires the Board of Chosen Freeholders to adopt a concurring Ordinance. Kindly forward a certified copy of this Ordinance upon adoption by the Board of Chosen Freeholders.

If you have any questions regarding this matter please contact my Secretary, Sophia Alexander at (973) 321-1250.

Sincerely,

[Signature]

Sonja L. Gordon
City Clerk

SG/9va

cc:
- Vaughn McKoy, Business Administrator
- Members of the Board of Chosen Freeholders
- Louis E. Irwin, Clerk to the Board of Chosen Freeholders
- Pam L. Irving, Esq., Acting Corporation Counsel
- William Rodriguez, Director of Public Works
- Steve Hues, Deputy Director of Public Works
- Hoang N. Vu, Traffic Engineer

COUNTY SEAT OF PASSAIC COUNTY - RANKS THIRD IN POPULATION IN THE STATE - OLDEST INDUSTRIAL CITY IN THE UNITED STATES

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191224
Ordinance of the City of Paterson, N.J.

No. 4 1st Reading No. 10-291

No. 7 Public Hearing (2nd Filing & Final Passage)

Division Traffic Engineering

TITLE: ORDINANCE ESTABLISHING A COMMERCIAL LOADING ZONE ON UNION AVENUE BETWEEN SHERIDAN AVENUE AND SHERMAN AVENUE

(CWU 101-8-154-101, 10-291)

Date NOVEMBER 26, 2019

Date to Mayor NOVEMBER 21, 2019

Date Submitted to Council OCTOBER 31, 2019

COUNCILPERSON: SHAUN REHAQUE

Moved the following Ordinance:

WHEREAS, Union Super Store, located at 398 Union Avenue, made a request for designation of a commercial loading zone; and

WHEREAS, N.J.S.A. 39:4-197(3) (b) authorizes a municipality to enact an Ordinance to designate curb loading zones; and

WHEREAS, the field investigation justified the request for such a commercial loading zone and is therefore recommended by the City Traffic Engineer.

NOW, THEREFORE, BE IT ORDAINED BY THE MUNICIPAL COUNCIL OF THE CITY OF PATerson, AS FOLLOWS:

SECTION 1. No person shall park a vehicle in said location on the days and times indicated other than for active loading or unloading of goods and materials by commercial vehicles.

<table>
<thead>
<tr>
<th>STREET</th>
<th>SIDE</th>
<th>TIME</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Union Ave</td>
<td>Southeast</td>
<td>8am-6pm</td>
<td>Beginning at 35 feet southwest of the southwest curb line of Sheridan Avenue and extending 50 feet southwest from there.</td>
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<td>Mon-Sat</td>
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SECTION 2. Under no circumstances shall such commercial loading and unloading activities last more than 30 minutes.

SECTION 3. Unless another penalty is expressly provided by state law, including but not limited to N.J.S.A. 39:4-206, any person convicted of a violation of this ordinance or any supplement thereof, shall be liable to a penalty of not less than fifty ($50.00) dollars or more than two hundred ($200.00) dollars or imprisonment for a term not exceeding fifteen (15) days or both.

SECTION 4. The Director of the Department of Public Works or the Director's designee is hereby directed to erect and maintain the regulatory signs as required by law, and the effectiveness of this ordinance is contingent upon such signs being erected.

SECTION 5. All ordinances or portions of ordinances inconsistent herewith are repealed to the extent of such inconsistency only.

SECTION 6. If any part of this ordinance shall be declared to be invalid or inoperative, such part shall be deemed severable and the invalidity thereof shall not affect the remaining parts of this ordinance.

SECTION 7. This ordinance shall take effect upon passage, approval and publication as required by law, subject to passage of a concurrence ordinance or resolution by the Passaic County Board of Chosen Freeholders.

SECTION 8. The City Clerk shall have this Ordinance certified and incorporated in the official copies of the Paterson Code, but non-certification shall in no way affect the validity of the Ordinance.

Adopted on December 30, 2019

Official Resolution #R20191224
ORDINANCE ESTABLISHING A COMMERCIAL LOADING ZONE ON UNION AVENUE BETWEEN SHERIDAN AVENUE AND SHERMAN AVENUE

SECTION 9. The City Clerk and the Corporation Counsel may change any chapter numbers, article numbers and section numbers if codification of this Ordinance reveals a conflict between those numbers and the existing Code, in order to avoid confusion and possible accidental repeaters of existing provisions.

SECTION 10. The City Clerk and the Corporation Counsel may correct any clerical errors in the printing, publication and codification of this Ordinance, provided both concur with the correction being made and both certify in writing to the Municipal Council as to the specifics of the clerical correction no later than seven (7) days before the correction is made, or, where a legal deadline for publication applies, no later than the date of the next Regular Meeting. The said certifications shall also be prominently posted no later than the date of the next regular meeting, and thereafter shall be annexed to the corrected original Ordinance and retained by the City Clerk.

SECTION 11. That all or parts of the prior resolutions which are inconsistent with this Ordinance are hereby repealed.

STATEMENT OF PURPOSE

The purpose of this Ordinance is to establish a commercial loading zone on Union Avenue between Sheridan Avenue and Sherman Avenue.

SECOND BY COUNCILPERSON . . LILISA MIMINS . . . . . . . . . . . .

Do Not Use Space Below This Line

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<tr>
<th>RECORD OF COUNCIL VOTE ON FINAL PASSAGE</th>
<th>AYE</th>
<th>NAY</th>
<th>ABSTAIN</th>
<th>ABSENT</th>
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<td>9. Velez, Luis</td>
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Mayor's Signature: Michael Jackson

Council President's Signature: Sonia L. Gordon
City Clerk's Signature: Sonia L. Gordon

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191224
Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

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

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

Anthony J. De Nova III
Administrator
Michael H. Glovin, Esq.
County Counsel
Louis E. Imhof, III, RMC
Clerk Of The Board

Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE PASSAIC COUNTY PARKS & RECREATION DEPARTMENT AND MYREC.COM IN ORDER TO PROVIDE RECREATION MANAGEMENT SOFTWARE WITH ONLINE REGISTRATION TO EXPAND RECREATIONAL PROGRAMMING WITHIN PASSAIC COUNTY PARKS STARTING IN CALENDAR YEAR 2020, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
PARKS & RECREATION DEPARTMENT

REVIEWED BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Public Works
COMMITTEE NAME

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Dated: December 30, 2019
RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE
PASSAIC COUNTY PARKS & RECREATION DEPARTMENT AND
MYREC.COM IN ORDER TO PROVIDE RECREATION
MANAGEMENT SOFTWARE WITH ONLINE REGISTRATION TO
EXPAND RECREATIONAL PROGRAMING WITHIN PASSAIC
COUNTY PARKS STARTING IN CALENDAR YEAR 2020

WHEREAS the Passaic County Parks Department is
expanding recreational programming within the Passaic County
Parks System starting in 2020; and

WHEREAS the Director of Parks & Recreation for Passaic
County is reporting, by way of correspondence dated December
17, 2019 attached hereto and made part hereof, that he is
desirous of offering the general public the ability to register and
pay for this programming online; and

WHEREAS in order to achieve this goal, the Parks &
Recreation Department will need to have access to recreation
management software; and

WHEREAS toward this end, the said Director of Parks &
Recreation solicited three quotes for this software, the lowest
quote being provided from MyRec.com in the amount of
$2,340.00 (all three quotes attached hereto and made part
hereof); and

WHEREAS the Freeholder Committee for Public Works and
Buildings & Grounds at its December 11, 2019 meeting reviewed
this request and is recommending approval by the full Freeholder
Board; and
WHEREAS a certification is attached hereto indicating the availability of funds for said expenditure.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the Passaic County Department of Parks & Recreation to enter into an agreement with MyRec.com in the amount of $2,340.00 for the provision of recreation management software with online registration and payment for the general public and thereby expand recreational programing within the Passaic County Parks System.

BE IT FURTHER RESOLVED that the Director of the Freeholder Board, Clerk to the Board and County Counsel are hereby authorized to sign said Agreement in order to effectuate the purposes of this resolution.

December 30, 2019
COUNTY OF PASSAIC
PARKS & RECREATION
209 Totowa Road, Wayne, NJ 07470
Office (973) 881-4833 Fax (973) 872-2684

To: Nadege Allwaters
From: Darryl Sparta, Director of Parks & Recreation
Date: December 17, 2019
Re: MyRec.com

The Passaic County Parks Department is expanding our recreational programing within our Parks starting in 2020. We would like to offer the public the ability to register and pay for this programing online. To do this we will need to have access to a recreation management software.

We obtained quotes from MyRec.com in the amount of $2,340, from Recdesk in the amount of $3,480, and from Capturepoint.com in the amount of $5,250.

The Passaic County Parks Department would like to proceed with utilizing the MyRec software for 2020. Permission to have the standard agreement between the County of Passaic and MyRec signed was presented and approved at the Public Works Committee Meeting held on December 11, 2019.

The Passaic County Parks Department is therefore requesting that the Board of Chosen Freetholders adopt the necessary resolution authorizing the signing of the agreement between the County of Passaic and MyRec.
MyRec.com Recreation Management Software
STANDARD AGREEMENT

This Agreement is made this 21st day of October 2019 between:

Business Name ("Client"): Passaic County Dept. Parks & Recreation
Having its principal place of business at:
Address: 209 Totowa Road
City: Wayne State: NJ Zip: 07470
Phone: 973-881-4833

And

Business Name: MyRec.com
Having its principal place of business at:
PO Box 302
City: Killington State: VT Zip: 05751
Phone: 866-466-9732 Fax: 802-440-3074
Email: info@myrec.com

In consideration of Client retaining MyRec.com to provide recreation management software with online registration for Client, it is agreed as follows:

1. Compensation and Term
The above-named Client retains MyRec.com, and MyRec.com agrees to perform the following services: Recreation management software with online registration. Client is solely responsible for all data entered into the software.
Term shall be January 1, 2020 to December 31, 2020 and will renew each year thereafter with Client’s approval. The following fees shall apply:

Total: Annual Fee based on under $25,000 in annual revenue: $2,340 (Special Pricing)
Fee is based on annual revenue and will change each year accordingly. Fee includes: Web based software with unlimited training & support, program management, online registration portal/website, facility scheduling, reservations, memberships with card scanning, financial reporting, team management, email marketing, after school/camp programming, point of sale inventory, domain, hosting, SSL, and more. There are no other annual software fees.

2. Warranties by MyRec.com

MyRec.com represents and warrants to Client that it has the experience and ability to perform the services required by this Agreement; that it will perform said services in a professional and competent manner; that it has the power to enter into and perform this Agreement. However, Client will not determine or exercise control as to general procedures, formats or sub-contracting necessary to have these services meet Client's satisfaction.

3. Independent Contractor

MyRec.com acknowledges that the services rendered under this Agreement shall be solely as an Independent contractor. It is expressly understood that this undertaking is not a joint venture.
MyRec.com Recreation Management Software
STANDARD AGREEMENT

This Agreement is made this 6th day of July 2019 between:

Business Name ("Client"): Passaic County Dept. of Parks & Recreation
Having its principal place of business at:
Address: 209 Totowa Road
City: Wayne State: NJ Zip: 07470
Phone: (973) 881-4833

And

Business Name: MyRec.com
Having its principal place of business at:
PO Box 302
City: Killington State: VT Zip: 05751
Phone: 866-466-9732 Fax: 802-440-3074
Email: info@myrec.com

In consideration of Client retaining MyRec.com to provide recreation management software with online registration for Client, it is agreed as follows:

1. Compensation and Term
   The above-named Client retains MyRec.com, and MyRec.com agree to perform the following services: Recreation management software with online registration. Client is solely responsible for all data entered into the software.
   Term shall be November 1, 2019 to October, 31, 2020 and will renew each year thereafter with Client's approval. The following fees shall apply:

**Core Prices**

**Annual System Fees**

<table>
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<tr>
<th>Qty</th>
<th>Fee</th>
<th>Annual Revenue Minimum</th>
<th>Annual Revenue Maximum</th>
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<tr>
<td>$2,895</td>
<td>$0.00</td>
<td>$60K</td>
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<td>$3,295</td>
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<td>$3,695</td>
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<td>$3,895</td>
<td>$200K</td>
<td>$300K</td>
<td>3</td>
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<tr>
<td>$195</td>
<td>For each $100K over $300K</td>
<td>4</td>
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</tbody>
</table>

Total: Annual Fee based on $25,000 in annual revenue: $2340 ($195/month special pricing)

Fee is based on annual revenue and will change each year accordingly. Fee includes: Web based software with unlimited training & support, program management, online registration portal/website, facility scheduling, reservations, memberships with card scanning, financial reporting, team management, email marketing, after school/camp programming, point of sale inventory, domain, hosting, SSL, lodging, Start up and December 30th, software fees.

Adopted on: December 30, 2019
Official Resolution #: R20191225
2. Warranties by MyRec.com

MyRec.com represents and warrants to Client that it has the experience and ability to perform the services required by this Agreement; that it will perform said services in a professional and competent manner; that it has the power to enter into and perform this Agreement. However, Client will not determine or exercise control as to general procedures, formats or sub-contracting necessary to have these services meet Client's satisfaction.

3. Independent Contractor

MyRec.com acknowledges that the services rendered under this Agreement shall be solely as an independent contractor. It is expressly understood that this undertaking is not a joint venture.

4. Confidentiality

MyRec.com recognizes and acknowledges that this Agreement creates a confidential relationship between MyRec.com and Client and that information concerning Client's business affairs, customers, vendors, finances, properties, methods of operation, computer programs, and documentation, and other such information, whether written, oral, or otherwise, is confidential in nature. All such information concerning Client is hereinafter collectively referred to as "Confidential Information."

5. Non-Disclosure

MyRec.com agrees that, except as directed by Client, it will not at any time during or after the term of this Agreement disclose any Confidential Information to any person whatsoever and that upon the termination of this Agreement it will turn over to Client all documents, papers, and other matter in its possession or control that relate to Client.

6. Grant

Client agrees that copyrights to MyRec.com's work product produced in the performance of this Agreement shall remain the exclusive property of MyRec.com, and that it will not sell, transfer, publish, disclose or otherwise make the work product available to third parties without MyRec.com's prior written consent. Any rights granted to Client under this Agreement shall not affect MyRec.com's exclusive ownership of the work copyright.

IN WITNESS WHEREOF, Client and MyRec.com have duly executed this Agreement as of the day and year first above written.

MyRec.com  
Name: Ray Foley  
Title: President  
Date: 7/7/2019  
Signature: 

Passaic County Dept. of Parks & Recreation  
Name:  
Title:  
Date:  
Signature: 

Introduced on: December 30, 2019  
Adopted on: December 30, 2019  
Official Resolution #: R20191225
June 20, 2019

Kerry Klug  
Director of Recreation  
Passaic County Parks and Recreation  
209 Totowa Road  
Wayne, NJ 07470

Dear Kerry,

Thank you for considering CommunityPass Online Registration and Payment Management software. CommunityPass includes a carefully constructed, comprehensive combination of products and services providing:

- Support for online, phone-in, mail-in and walk-in registration
- Credit card, check and cash payment processing
- Real-time reporting and email messaging
- Self-service site and software administration

Our business model, which is based in part on an annual software subscription, requires us to pay attention not just to our customer’s initial needs, but to their ongoing needs as our profitability is based on maintaining a high rate of subscription renewals. The result is a strong, personal investment in our customers’ ongoing success. We have a great track record and are looking forward to the opportunity to share our success with you.

We are pleased to provide the following Agreement for Services for your review. If you agree the terms, please sign Page 2 of this document and send back to Capturepoint for countersignature either by mail (address listed above), fax or scan/email. Our fax number is 201-689-2123.

Please feel free to contact us if you have any questions.

Sincerely,

Nick Fuentes  
Capturepoint  
201-689-2323 x221  
nfuentes@capturepoint.com
Price Quote
141 Dayton Street
Ridgewood, NJ 07450
Phone: 201-986-2323
Fax: 201-986-2123
www.capturepoint.com

Fees

<table>
<thead>
<tr>
<th>Item</th>
<th>Implementation (One-Time)</th>
<th>Subscription (Annual)</th>
<th>Item Total</th>
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<tbody>
<tr>
<td>1. Implementation Management</td>
<td>$1,750.00</td>
<td>$ -</td>
<td>$1,750.00</td>
</tr>
<tr>
<td>2. Web Based Training (3 sessions)</td>
<td>$750.00</td>
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<tr>
<td>3. Community Pass Essentials</td>
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<td>$2,750.00</td>
<td>$5,250.00</td>
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1. See Agreement for Services #9 and #10 for incremental payment processing fees.

Dates & Point of Contact

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<th>Item</th>
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<td>Point of Contact</td>
<td>Kerry Klag</td>
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<tr>
<td>Name</td>
<td>Kerry Klag</td>
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<td>Title</td>
<td>Director of Recreation</td>
</tr>
<tr>
<td>Address</td>
<td>Passaic County Parks and Recreation</td>
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<tr>
<td>Phone</td>
<td>209 Totowa Road, Wayne, NJ 07470</td>
</tr>
<tr>
<td>Email</td>
<td>(973) 961-4833 x2240</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:kerryk@passaiccounty.nj.org">kerryk@passaiccounty.nj.org</a></td>
</tr>
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APPROVALS:

The signatures below, or the submission of payment or a purchase order, constitute agreement to the terms of this Agreement and the terms outlined in Appendices A, B and C. Please sign and send back to Capturepoint for countersignature either by mail, fax or email/scan (photos are not accepted). Our fax number is 201-689-2123.

For Passaic County Parks and Recreation:
Name: ___________________________
Title: ___________________________
Signature: _______________________
Date: ___________________________

For Capturepoint:
Name: ___________________________
Title: ___________________________
Signature: _______________________
Date: ___________________________
Date: June 25, 2019  
Quote # 001525  
Expiration Date: 7/30/2019

RecDesk Software  
300 Plaza Middlesex  
Middletown, CT 06457

Provided By: Juliette DeTemple  
203-233-8022  
Juliette.detemple@recdesk.com

<table>
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<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>PRICE</th>
<th>TOTAL</th>
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</table>
| 1   |        | RecDesk Annual Subscription**  
**All inclusive - no start-up costs  
*Special discounted price based on initial numbers provided  
RecDesk 1 Time Fee Options:  
Data (Personal) Import - $1200  
Financial SW Integration - $1200  
GIS Import Option - $1200  
**NUMBERS TO BE RE-EVALUATED AFTER YEAR 1 | *$3480  
Year 1 | $3480 |

Online Registration  
Program Management  
Facility Reservations & Scheduling  
League Management & Scheduling  
Credit Card Processing  
Full website (CMS)  
Master Calendar  
POS (Point of Sale)  
Email Marketing Tools  
Membership Management/Check-in  
Financial Management/Reporting  
Invoicing/Billing  
Fully Hosted  
Includes Training  
Unlimited usernames  
No per transaction costs  
Community Mobile Version  
RecDesk FlexForms  

**The first $500K in transactions processed through the system are included in the base price above. If more than $500K in transactions are processed through RecDesk in a given calendar year, RecDesk will add an additional 7.8% transaction fee billed quarterly.

SUBTOTAL | $3480  
SALES TAX | 0  
TOTAL | $3480

Quotation prepared by: Juliette DeTemple

This is a quotation for the goods named, subject to the conditions noted below: (Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include conditions that will affect the quotation.)

To accept this quotation, sign here and return:

Thank you for your interest in RecDesk!

Introduced on: December 30, 2019  
Adopted on: December 30, 2019  
Official Resolution #: R20191225
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building 220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION FOR CHANGE ORDER #27 FOR H & S CONSTRUCTION & MECHANICAL, INC. AS IT PERTAINS TO RENOVATIONS TO THE PASSAIC COUNTY COURT HOUSE ANNEX IN PATERNON, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
ENGINEERING

REVIEWED BY:
Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:
Michael H. Glovin, Esq.
COUNTY COUNSEL

Public Works

COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION FOR CHANGE ORDER #27 FOR H & S CONSTRUCTION & MECHANICAL, INC. AS IT PERTAINS TO RENOVATIONS TO THE PASSAIC COUNTY COURT HOUSE ANNEX IN PATERSON, NEW JERSEY

WHEREAS the County of Passaic did, on the date of June 12, 2017, adopt Resolution R-2017-0478 awarding a contract to H & S Construction & Mechanical, Inc. for the project known as the Renovations to the Passaic County Court House Annex; and

WHEREAS this Change Order addresses additional work to the interior window frames in the Courthouse, which needed to be repaired in order to be compliant with historic precedent repairs, the Grand Jury Room required a platform built, as requested by the Passaic County Vicinage, the stairwell walls and ceilings suffered major water damage which necessitated the plaster to be replaced by gypsum board, and the brakes of the existing elevator needed to be replaced in order to pass State inspection resulting in the total Change Order amount of $63,381.06 and the total contract amount including Change Order #27 is $10,198,526.50; and

WHEREAS this proposed Change Order #27 will result in the net sum of change orders for this project to be in excess of the 20% limit for change orders which is allowed under the Local Public Contracts Law N.J.S.A. 40A:11-1; and

WHEREAS the regulations (N.J.A.C. 5:30-11.9) of the State of New Jersey Department of Community Affairs permits change orders in excess of 20% as long as the following is
1) a written certification by the contractor containing the following:

   i) an explanation of the factual circumstances which necessitate issuance of the change order;

   ii) a statement indicating why these circumstances could not have been foreseen;

   iii) a statement indicating why issuance of the change order would be in the best interests of the County and would not constitute an abuse of these rules;

   iv) if the nature of the change order is technical, the certification shall include a certified statement from contractor's appropriate expert, explaining in detail the factual circumstances which necessitate the issuance of the change order;

2) a request from the chief executive officer, in this case the County Administrator, or his designee, to the governing body requesting the change order and explaining why this change order may be allowed pursuant to this provision; and

WHEREAS the County of Passaic is in receipt of a certification from the County Engineer dated December 12, 2019, see copy attached hereto; and
WHEREAS the Office of the County Engineer has also submitted a letter to the Board dated December 12, 2019 requesting the adoption of Change Order #27, a copy of which is attached hereto and made a part hereof; and

WHEREAS the Passaic County Administrator has filed a letter with the Board of Chosen Freeholders dated December 17, 2019 requesting that the Board review this matter and consider adopting this Change Order (see copy attached); and

WHEREAS this proposed change order will bring the contract above the 20% threshold generally permitted under the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) but is being considered because it would be impractical to award a new contract for this additional work; and

WHEREAS this matter was discussed and approved at the Public Works and Buildings & Grounds Committee meeting of December 11, 2019 at which time said Committee specifically authorized this Change Order; and

WHEREAS a certification is attached hereto to reflect the availability of funds.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby approves Change Order #27 of the contract awarded to H & S Construction & Mechanical, Inc. for the project known as the Renovations to the Passaic County Court House Annex, which was recommended for approval by the Office of the Passaic County Engineer by letter dated December 12, 2019 and attached hereto, be and the same is hereby approved:
CHANGE ORDER #27

1. DESCRIPTION AND VALUE OF CHANGE
See December 12, 2019 letter attached hereto
Addition $84,818.38

REASON FOR CHANGE
See December 12, 2019 letter attached hereto

2. STATEMENT OF CONTRACT AMOUNT

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Original Contract Amount</td>
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<td>Previous Additions</td>
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<td>Total</td>
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<td>Previous Deductions</td>
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<td>Net Prior to This Change</td>
<td>$10,183,708.10</td>
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<tr>
<td>Amount of This Change Add</td>
<td>$84,818.38</td>
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<tr>
<td>Contract Amount to Date</td>
<td>$10,198,526.50</td>
</tr>
</tbody>
</table>

BE IT FURTHER RESOLVED that the Director and Clerk of the Board are authorized to execute all necessary documentation on behalf of Passaic County.

BE IT FURTHER RESOLVED that the Clerk to the Board is authorized to publish a notice of this action in the Herald News indicating the additional amount to be expended, the original contract price, the nature of the original and additional work authorized by the within resolution and why it is necessary to expend the additional funds.

BE IT FURTHER RESOLVED that the said Clerk to the Board shall report this action to the Division of Local Government Affairs of the Department of Community Affairs of the State of New Jersey in its annual audit.

December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $84,818.38

APPROPRIATION: C-04-55-157-007-901

PURPOSE: Resolution approve change order # 27, an addition, issued to H & S Construction for the Courthouse Annex Project.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr
December 12, 2019

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

PROJECT: County of Passaic
Renovations to Passaic County Courthouse Annex
Paterson, NJ
Change Order #27 - H&S Mechanical Inc.

Members of the Board:

This Office is in receipt of Change Order #27 in the amount of $84,818.38.

Change Order #27 addresses additional work after demolition it was determined that interior window frames in the Courthouse were seriously damaged or incorrectly altered over past years. In order to be compliant with historic precedent repairs needed to be made. Grand Jury room needed a platform as requested by PC Vicinage. After major moisture damage over the years it was determined that the stairwells had suffered damage. The plaster is being replaced by gypsum board. The existing elevator has to have the brakes replaced as they are ineffective and cannot pass state inspection.

This Change Order was reviewed and discussed at the Public Works Committee meeting of December 11, 2019 and recommended for approval to the full Board.

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution approving said Change Order #27 to the contractor H&S Mechanical Inc. in the amount of $84,818.38 (eight-four thousand, eight hundred and eighteen dollars and thirty-eight cents) which results in an increase to the adjusted contract amount. The total contract amount and including Change Order #27 is $10,198,526.48.

Very truly yours,

Jonathan Pera, P.E.
County Engineer

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191226
Mr. Anthony J. DeNova  
County Administrator  
Passaic County Administration Building  
401 Grand Street  
Paterson, N.J. 07505 

Re: Renovations to the Court House Annex  
H & S Contracting  
Change Order # 27 

December 12, 2019 

Dear Mr. DeNova, 

A net Change Order for additional work in the amount of $84,818.38 was reviewed and recommended for approval by the Public Works Committee at its meeting of August 28, 2019. Since this change order increases the contract amount by more than 20%, the procedures at N.J.A.C. 5:30-11.9 are being followed. This Change Order can be allowed since it was not reasonably possible to issue a new contract for the additional work. Work causing this contract to exceed 20% was due to additional work needed due to unforeseen conditions and change in project scope. It was determined that interior window frames in the Courthouse were seriously damaged or incorrectly altered over past years. This was discovered after interior demolition had been completed. In order to be compliant with the historic precedent of the building repairs needed to be made. As requested by Passaic County Vicinage the Grand Jury room needed a platform built. It was determined after major moisture damage over the years it was determined that the stairwell plaster walls and ceilings had suffered water damage. The plaster is being replaced by gypsum board. In order to pass state inspection the existing elevator that is being renovated has to have the brakes replaced as they are ineffective and unsafe. 

Very truly yours, 

Jonathan C. Pera, P.E.  
County Engineer 

AT/sl  
Attachment  
cc: Chairman, Public Works Committee  
  County Counsel  
  Director of Finance 

Introduced on:  December 30, 2019  
Adopted on:  December 30, 2019  
Official Resolution #: R20191226
STANDARD CERTIFICATION FOR CHANGE ORDER IN EXCESS OF 20% OF CONTRACT AMOUNT

TO: Board of Chosen Freeholders

FROM: Jonathan Pera, P.E., County Engineer

DATE: December 12, 2019

SUBJECT: H & S Mechanical, Inc.

This is to request your approval of a Resolution authorizing a Change Order to be executed as follows:

CONTRACTOR: H & S Mechanical, Inc.

Summary of Change Order:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Original Contract Amount</td>
<td>$7,994,000.00</td>
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<tr>
<td>Previous Additions</td>
<td>$2,55,848.50</td>
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<tr>
<td>Total</td>
<td>$10,549,848.50</td>
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<td>Previous Deductions</td>
<td>$361,410.40</td>
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<td>Net Prior to this Change</td>
<td>$10,113,708.10</td>
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<tr>
<td>Amount of this Change ADD</td>
<td>$84,818.38</td>
</tr>
<tr>
<td>Contract Amount to Date</td>
<td>$10,198,526.50</td>
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This is to request a Change Order in excess of 20% of the original contract amount, in accordance with N.J.A.C. 5:30-11/9. I do hereby certify to the following:

1. **Explanation of the Factual Circumstances which necessitates issuance of the Change Order:**

   Additional work was needed due to unforeseen conditions and change in project scope. It was determined that interior window frames in the Courthouse were seriously damaged or incorrectly altered over past years. This was discovered after interior demolition had been completed. In order to be compliant with historic precedent repairs needed to be made. The Grand Jury room needed a platform built as requested by Passaic County Vicinage. It was determined after major moisture damage over the years it was determined that the stairwell walls and ceilings had suffered water damage. The plaster is being replaced by gypsum board. In order to pass state inspection the existing elevator that is being renovated has to have the brakes replaced as they are ineffective and unsafe.

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191226
2. Statement indicating why these circumstances could not have been foreseen: Due to the fact there are many layers of material not documented and the building was constructed in the late 1890's, certain structural components are not discovered until demolition is done that affect these components. In addition there were necessary design changes that had to be made to accommodate functionality of the building.

3. Statement indicating why issuance of the change order would be in the best interests of the contracting unit and would not constitute an abuse of these rules: As this project was issued to the lowest bidder, and the awarded contractor has been performing the scope of the work on schedule, it would cost significant delay and cost if work was stopped due to non-issuance of the change order.

4. I have reviewed the rules of the Division of Local Government Services pursuant to N.J.A.C. 5:39-11.9 ET. Seq., and certify that the proposed change order may be allowed under the aforementioned rules.

Respectfully,

[Signature]

Jonathan Pera, P.E.
County Engineer

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191226
December 12, 2019

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

PROJECT: County of Passaic
Renovations to Passaic County Courthouse Annex
Paterson, NJ
Change Order #27- H&S Mechanical Inc.

Members of the Board:

This Office is in receipt of Change Order #27 in the amount of $84,818.38.

Change Order #27 addresses additional work after demolition it was determined that interior window frames in the Courthouse were seriously damaged or incorrectly altered over past years. In order to be compliant with historic precedent repairs needed to be made. Grand Jury room needed a platform as requested by PC Vicinage. After major moisture damage over the years it was determined that the stairwells had suffered damage. The plaster is being replaced by gypsum board. The existing elevator has to have the brakes replaced as they are ineffective and cannot pass state inspection.

This Change Order was reviewed and discussed at the Public Works Committee meeting of December 11, 2019 and recommended for approval to the full Board.

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution approving said Change Order #27 to the contractor H&S Mechanical Inc. in the amount of $84,818.38 (eight-four thousand, eight hundred and eighteen dollars and thirty-eight cents) which results in an increase to the adjusted contract amount. The total contract amount and including Change Order #27 is $10,198,526.48.

Very truly yours,

//Signature//
Jonathan Pera, P.E.
County Engineer

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

\passaic1.calldepartment\Engineering\User\andrew_h\My Documents\PC Courthouse Annex\Construction\Change Orders\C.O. #27.docx

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191226
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
          220
          401 Grand Street
          Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING FINAL PAYMENT TO FRED A. COOK, JR. FOR THE FRANCISCO
AVE DRAINAGE SYSTEM DEBRIS REMOVAL AND INSPECTION PROJECT IN THE TOWNSHIP OF LITTLE
FALLS, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
ENGINEERING

REVIEWS BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

<table>
<thead>
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<th>Official Resolution#</th>
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PRES. = present  ABS. = absent
MOVE = moved     SEC = seconded
AYE = yes        NAY = no      ABST = abstain
RECU. = recuse

Dated: December 30, 2019
RESOLUTION AUTHORIZING FINAL PAYMENT TO FRED A. COOK, JR. FOR THE FRANCISCO AVE DRAINAGE SYSTEM DEBRIS REMOVAL AND INSPECTION PROJECT IN THE TOWNSHIP OF LITTLE FALLS, NEW JERSEY

WHEREAS a contract was awarded to Fred A. Cook, Jr. for the Francisco Ave Drainage System Debris Removal and Inspection Project in the Township of Little Falls, NJ; and

WHEREAS by letter dated December 12, 2019 the Office of the County Engineer advised the Passaic County Board of Chosen Freeholders that they recommended approval of the final payment to Fred A. Cook, Jr.; and

WHEREAS in accordance with the terms of the specifications, the County Counsel's Office has received an Affidavit by the Contractor that liens and subcontractors have been paid and a payment certificate in the amount of $8,514.65; and

WHEREAS this matter was discussed and reviewed by the Freeholder Public Works and Buildings & Grounds Committee at their meeting on December 11, 2019 who recommended that it be approved by the entire Board.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that the work performed by Fred A. Cook, Jr. for the Francisco Ave Drainage System Debris Removal and Inspection Project in the Township of Little Falls, NJ be and the same is hereby accepted and the Director of Finance is hereby authorized to make payment to said company on the next bill list.

December 30, 2019
December 12, 2019

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

Reference: Francisco Ave Drainage System Debris Removal and Inspection
Amended Acceptance & Release of Retainage

Members of the Board:

We respectfully request that the Board of Chosen Freeholders ADOPT a RESOLUTION authorizing
Acceptance and Release of Retainage Francisco Ave Drainage System Debris Removal and Inspection
in Little Falls.

The contract for this project, in the amount of $88,050.00 was awarded by Resolution R-2019-0645 on July
16, 2019 to Fred A. Cook, Jr, Inc. of Montrose, NY. The contract reached substantial completion by
September 30, 2019. Change Order 2 resulted in an Amended Final Contract amount of $83,686.50,
resulting in a total decrease of 4.73% from the original contract amount.

The final payment for this project will be $8,514.65.

This matter was discussed with the Public Works and Buildings and Grounds Committee at its meeting of
December 11, 2019.

Very truly yours,

[Signature]

Timothy R. Metten, P.E.
Deputy County Engineer

cc: County Administrator
County Counsel
Finance Director
Chairman, Public Works Committee

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191227
**PARTIAL PAYMENT**

**COUNTY OF PASSAIC**  
401 GRAND STREET - ROOM 439  
PATERSON, NEW JERSEY 07505

**PAYEE**  
FRED A. COOK, JR.

**ADDRESS**  
P.O. BOX 79  
MONTROSE, N.Y. 10548

**PURCHASE ORDER NO.** 19-06152  
**CONTRACT NO.**  
**DEPARTMENT** Engineering  
**VENDOR #** 13153

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**DESCRIPTION**  
**AMOUNT**

**FRANCISCO AVENUE DRAINAGE SYSTEM**  
**PAYMENT # 2 (FINAL)**

- **Beginning Forward Balance:** $8,514.65
- **Original Contract Amount:** $88,050.00
- **Adjusted Contract Amount:** $83,886.50
- **Contract Completed to Date:** $83,886.50
- **Less Amounts Previously Paid:** ($75,371.85)
- **Amount Due this Invoice:** $8,514.65
- **Balance of Contract:** $0.00

**Ending Balance:**

**AMOUNT OF PAYMENT IN WORDS**  
Eight Thousand Five Hundred Fourteen Dollars and Sixty Five Cents

$ 8,514.65

**INSTRUCTIONS - ISSUING DEPARTMENT**

1. Fill out form; attach any necessary invoices.
2. Department head must approve all partial payments.
3. Forward original (white) copy to Finance for payment; this copy (gold) is for your file.
4. After payment appears in the check register, place check number on your file copy and place in your paid file.

**DEPARTMENT CERTIFICATION**

It is hereby certified that the goods or services described have been received or rendered, and this voucher is hereby recommended for payment.

Approved by: __________________________
Department: ____________________________

Introduced on: December 30, 2019  
Adopted on: December 30, 2019  
Official Resolution#: R20191227  

**VOUCHER COPY**
Affidavit

State of New York

County of Westchester

I, Brian F. Cook, of full age, being duly sworn to law, upon my oath, depose and say:

(print name of company officer)


(print position or title) (print name of company)

Contractor of the Francisco Ave Drainage System Debris Removal and Inspection

(print name of project and location)

2. That I have completed in accordance with the plans, specifications, and contract all items of work required to be completed by us in a satisfactory manner.

3. That all claims and bills for material and labor in connection with our contract for said job have been fully paid and satisfied, and that there are no mechanic's liens or any claims of any nature whatsoever, either recorded or unrecorded, in connection with any work or materials furnished by us on said project for the County of Passaic.

4. That the full sum of $83,746.50, being the Contract, less previous payments, is rightfully due us.

5. That payment by the County of Passaic of the sums due us under said Contract shall not construed as a waiver by the County of any claims for items of uncompleted work, or defective or deficient work or materials which may have been furnished by us on said Project, whether said items of uncompleted work or defective or deficient work or materials have been discovered or become known either prior or subsequent to the execution of this Affidavit.

6. That we hereby firmly agree to pay for or complete and finish all items defective or deficient work or materials, or uncompleted work, as discovered by the County within the term of our contract promptly upon receipt of notice to said effect from either the engineer, architect or any other representative of the County.

7. That there are no claims by us for extra work or materials against the County of Passaic, which have not been paid or agreed upon as of the date of the signing of this Affidavit.

(Signature of officer and date)

Sworn and subscribed to before me this

Sixth day of November, 2019

A Notary Public of New Jersey

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191227
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM

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

Agenda: RESOLUTION AWARDING A CONTRACT TO REMINGTON & VERNICK ENGINEERS FOR PROFESSIONAL ENGINEERING DESIGN SERVICES FOR THE NEW ENVIRONMENTAL CENTER AT RIFLE CAMP PARK IN THE BOROUGH OF WOODLAND PARK, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

______________________________

REVIEWED BY:

______________________________

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

______________________________

Michael H. Glovin, Esq.
COUNTY COUNSEL

Public Works

COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION AWARDING A CONTRACT TO REMINGTON & VERNICK ENGINEERS FOR PROFESSIONAL ENGINEERING DESIGN SERVICES FOR THE NEW ENVIRONMENTAL CENTER AT RIFLE CAMP PARK IN THE BOROUGH OF WOODLAND PARK, NEW JERSEY

WHEREAS there exists a need for Professional Consulting Engineering Design Services as it concerns the new Environmental Center at Rifle Camp Park located in the Borough of Woodland Park, New Jersey; and

WHEREAS Remington & Vernick Engineers, One Harmon Plaza, Suite 210, Secaucus, NJ 07094 submitted a proposal, dated December 3, 2019, for the total amount of $145,000.00, which is being recommended by the Office of the Passaic County Engineer by way of letter to the Board dated December 12, 2019, which is attached hereto and made a part hereof; and

WHEREAS the aforesaid was discussed by the Freeholder members of the Public Works and Buildings & Grounds Committee at a meeting on December 11, 2019 who are recommending approval by the entire Board; and

WHEREAS the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., requires that the resolution authorizing the award of contract for “Professional Services” without competitive bids and the contracts itself must be available for public inspection; and

WHEREAS said Remington & Vernick Engineers has been qualified as a pool professional engineer in a “Fair and Open” procedure pursuant to the resolution of the Board of Chosen Freeholders of the County of Passaic R-2019-0026 dated January 22, 2019 as set forth in Pay to Play Law N.J.S.A. 19:44A-20.4 et seq.; and
WHEREAS a certification is attached which indicates that funds are available for the within contemplated expenditure.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that the Professional Consulting Design Engineering Services for the above-mentioned project be awarded to Remington & Vernick Engineers in accordance with the terms and conditions set forth above.

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

BE IT FURTHER RESOLVED that this contract is awarded without competitive bidding as a “Professional Services” contract in accordance with N.J.S.A. 40A: 11-5(1)(a) of the Local Public Contracts Law because:

(1) The consulting firm is authorized and regulated by the law to provide the aforementioned services;

(2) The performance of the services are special in nature and require knowledge of an advanced type training, which said consulting firm possesses; and

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

December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $145,000.00

APPROPRIATION: $145,000.00 – C-04-55-153-001-920

PURPOSE: Resolution awarding contract to Remington and Vernick.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

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

PROJECT: Environmental Center at Rifle Camp Park  
Borough of Woodland Park  

AWARD OF CONSULTING SERVICES

Dear Members of the Board:

The County of Passaic requested a proposal for Consulting Professional Services for design services for the new Environmental Center at Rifle Camp Park project, located in the Borough of Woodland Park. The scope of design services to be provided includes preparation of conceptual designs, coordination with the project architect, design and preparation of construction plans and specifications, and construction support services for various site improvements in connection with the new Environmental Center. The anticipated site improvements will include construction of a parking lot and access drive, ADA compliance improvements, utility connections, stormwater drainage system, site lighting, fencing, and other related site improvements.

A proposal was received from the Remington & Vernick Engineers, of Secaucus, New Jersey in the total amount of $145,000.00.

This matter was discussed by the Public Works Committee on December 11, 2019 and an award of contract to Remington & Vernick Engineers is recommended to the full Board.

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution awarding a contract to Remington & Vernick Engineers, in the amount of $145,000.00 for the design of site improvements for the Environmental Center at Rifle Camp Park, subject to the availability of funds.

Very truly yours,

[Signature]

Jonathan C. Pera, P.E.  
County Engineer

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

Introduced on: December 30, 2019  
Adopted on: December 30, 2019  
Official Resolution #: R20191228
Consulting Engineering Services for the Environmental Center at Rifle Camp Park
Borough of Woodland Park, Passaic County, NJ

One Harmon Plaza, Suite 210
Secaucus, New Jersey 07094

201-624-2137
RVE.COM
December 3, 2019

Attn: Jonathan Pera, PE, County Engineer

Subj: Technical Proposal - Consulting Engineering Services for the Environmental Center at Rifle Camp Park

Dear Mr. Pera:

REMINGTON & VERNICK ENGINEERS, INC. (RVE) is pleased to submit this technical proposal to provide Consulting Engineering Services to Passaic County (County) for the above referenced project. This proposal has been prepared in accordance with the specifications set forth in the County’s Request for Proposal (RFP) dated November 2019. We understand and agree with the scope of services and accept all other requirements, terms and conditions of the RFP. We visited the project site and the County’s office to review existing plans for the project area.

RVE has strong County and park project experience. Our firm has worked with the County on dozens of projects, including several parks projects, giving us a comprehensive understanding of expectations, procedures and personnel. As a long-time engineer for municipalities in the County, RVE brings a strong understanding of the intricacies of working in and with the communities. We have built a productive working relationship with officials and residents. In addition, RVE has successfully conducted hundreds of parks and recreation projects for clients throughout the region. Detailed project profiles have been provided at the end of the proposal.

Our proposed project team has been specifically assembled for this project because of their extensive experience designing and inspecting parks. RVE is dedicating Project Manager, Jessica Hauber, PE to this project. Ms. Hauber has 15 years of diverse civil engineering and project management experience in park and recreation design, stormwater management and drainage design, erosion and sediment control, site plan geometry and grading. Ms. Hauber has provided project management services for various parks and recreation projects throughout the region. She has worked with the County on multiple projects and will use her experience to ensure this project is a success. Our team understands the importance of providing engineering services to the expectations of the County’s scope, schedule, cost and quality goals, while creating minimal impact to the users. Resumes for proposed key personnel have been provided at the end of this proposal.

We look forward to the opportunity to support Passaic County on this important project. Should you have any questions or require additional information please contact Principal in Charge, Richard Arango, PE, CME in our Secaucus office at 201-624-2137 or via email at Richard.Arango@rve.com.

Sincerely,

REMINGTON & VERNICK ENGINEERS

By

[Signature]

Richard Arango, PE, CME
Executive Vice President

Introducend on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191228
rve.com
FIRM DESCRIPTION

Firm History
Remington & Vernick Engineers, Inc. (RVE), founded in 1901, is one of the oldest established consulting engineering firms in the country. Our professional engineering staff works for a diverse group of public and private clients. Engineering News-Record consistently ranks the firm in the top 300 design firms and top 100 construction management firms in the nation. The Philadelphia Business Journal lists the company as one of the top 10 engineering firms in the area. These achievements attest to our professionalism and commitment to quality.

Firm Ownership
Edward Vernick, PE, CME, and Craig F. Remington, PLS, PP, manage RVE at the highest level. Mr. Vernick is a licensed Professional Engineer with more than five decades of experience in both the public and private sectors. He served as Past President and is a current member of the State Board of Professional Engineers. Mr. Remington, the grandson of the founder J.C. Remington, is a New Jersey Land Surveyor and Professional Planner and has extensive experience as a cartographer. Mr. Vernick and Mr. Remington are supported by nine Executive Vice Presidents who are responsible for coordinating the engineering and planning services for the firm:

- Richard G. Arengo, PE, CME
- Thomas F. Beach, PE
- K. Wendell Bibbs, PE, CME
- Alan Dittenhofer, PE, PP, CME
- Leonard Faiola, PE, PP, CME
- Christopher Fazio, PE, CME
- Annina Hogan, PE, RA, LEED AP, PP, CME
- Terence Vogt, PE, PP, CME
- Dennis K. Yoder, PE, PP, CME, LEED AP

Organizational Structure
RVE's staff includes Professional Engineers with education and experience in mechanical, electrical, environmental and agricultural engineering, as well as NICET-Certified Construction Inspectors, Licensed Surveyors, Professional Planners, Licensed Landscape Architects, Geologists and CAD Operators. RVE currently employs more than 330 employees specializing in many facets of engineering and planning. A breakdown of our personnel by discipline is provided on the following page.
<table>
<thead>
<tr>
<th>Facilities Engineering Staff</th>
<th>Civil/Site Engineering Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 Architects</td>
<td>9 Civil/Site Engineers</td>
</tr>
<tr>
<td>4 Mechanical Engineers</td>
<td>9 Roadway/Traffic Engineers</td>
</tr>
<tr>
<td>2 Electrical Engineers</td>
<td>8 Stormwater Utility Engineers</td>
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<tr>
<td>1 Plumbing/Fire Protection Engineers</td>
<td>18 Land Surveyors/Field Crew</td>
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<tr>
<td>3 Structural Engineers</td>
<td>27 Engineering Technicians</td>
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<tr>
<td>3 Engineering Technicians</td>
<td>16 CAD Designers</td>
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<tr>
<td>6 CAD Designers</td>
<td>2 Geotechnical/Soils Engineers</td>
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<tr>
<td></td>
<td>6 Bridge Engineers &amp; Inspectors</td>
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<tr>
<td>Environmental Engineering Staff</td>
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<tr>
<td>3 Licensed Site Remediation Professionals</td>
<td>3 Construction Manager/Owner’s Representative</td>
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<tr>
<td>3 AHERA/Lead Based Paint/Mold Inspectors</td>
<td>80 Construction Inspectors</td>
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<td>2 Contract Administrators</td>
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<tr>
<td>1 Soil Engineers</td>
<td>5 Building Code Officials</td>
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<td>Planning Professionals</td>
<td>2 Painting/Coating Inspectors</td>
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<td>(PP and AICPs)</td>
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<td>Landscape Architects</td>
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<td>Administrative Staff</td>
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<tr>
<td>12 Principals</td>
<td>10 Water/Wastewater Utility Operating Engineers</td>
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<td>8 Marketing Professionals</td>
<td>11 Water/Wastewater Engineers</td>
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<td>5 Human Resources Professionals/Legal Counsel</td>
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<td>1 Grant Coordinator</td>
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<td>21 Technical/Administrative Aides</td>
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<td>1 Drone Pilot</td>
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<tr>
<td>13 Finance Analysts</td>
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</tbody>
</table>

RVE operates 22 offices in New Jersey, Pennsylvania, Delaware and Maryland. These include corporate headquarters in Haddonfield, NJ with additional offices in Secaucus, NJ; Cherry Hill, NJ; Cinnaminson, NJ; Wildwood, NJ; Pleasantville, NJ; Old Bridge, NJ; Toms River, NJ; Conshohocken, PA; Pittsburgh, PA; Newark, DE; and Laurel, MD. Services for this project will be supported from our Secaucus office located at One Harmon Plaza, Suite 210, which is 12 miles from the project site. Our team will be able to quickly respond to the needs of the County. If additional support is needed, supplemental firm resources will be made available to support this project.

**FIRM EXPERIENCE**

RVE has extensive experience with park design and upgrades in the North Jersey region. The following is a listing of a few of these projects. An expanded description of these projects has been provided at the end of this proposal.

- Rifle Camp Park Improvements, Borough of Woodland Park, Passaic County, NJ — Jonathan Pera, PE, County Engineer, 973-883-4450
- Wattsessing Park New Community Center and ADA Accessible Playground, Bloomfield, NJ, Essex County, NJ — Julius Coltre, MPA, QPA, Director of Purchasing, 973-621-5100
Passaic County – Consulting Engineering Services for the Environmental Center at Rifle Camp Park

- Merrill Park Traffic Calming, Woodbridge Township, Middlesex County, NJ – Kenneth Preterori, PE, Transportation Supervising Engineer, 732-745-3594

**FIRM ORGANIZATION**

An organizational chart detailing the hierarchy of our proposed project team has been provided below.

**PERSONNEL EXPERIENCE**

Our team of highly skilled and committed professionals have the qualifications required to successfully carry out this contract. All proposed team members are full-time RVE employees. Resumes detailing work experience, education, training and any other pertinent data have been provided at the end of this proposal. New Jersey Professional Engineers licenses have been provided for each team member.

**BUSINESS REGISTRATION**

A copy of our New Jersey Business Registration Certificate is provided at the end of this proposal.

**CONTACT INFORMATION**

The proposed Principal in Charge, Richard Arango, PE, CME, is the contact for this project. Mr. Arango manages our Secaucus, NJ regional office and, as an RVE partner, has the corporate authority to ensure...
Passaic County Consulting Engineering Services for the Environmental Center at Rifle Camp Park

Passaic County (County) is provided with the resources and personnel necessary to successfully complete this project. His experience working with county, municipal and state clients, coupled with his knowledge of park design and renovation, will serve as a great asset for the County. His contact information is below:

Richard Arango, PE, CME
One Harmon Plaza, Suite 210
Secaucus, NJ 07094
Phone: 201-624-2137
Fax: 201-624-2136
Email: Richard.Arango@rve.com

PROJECT APPROACH

In conjunction with Passaic County Community College (PCCC), Passaic County (County) wishes to replace the existing Nature Center at Rifle Camp Park with a new Environmental Center. Remington and Vernick Engineers (RVE) will coordinate with PCCC’s architect (Coppa Montalbano Architects) to prepare conceptual designs and design and prepare final construction plans and specifications for the Environmental Center at Rifle Camp Park.

The Rifle Camp Park Improvement Project will include various improvements to the existing access roadway, parking facilities, trails, and structures within the park, as well as the construction of additional recreational amenities. The project will include the following improvements:

- Demolish the existing Nature Center and associated improvements
- Construct a new Environmental Center
- Provide approximately 10 new parking spaces adjacent to the Environmental Center to provide for ADA and event vehicles
- Provide an access roadway from the existing cul de sac parking to the new 10 space parking lot
- Connect the new building to the existing sanitary system
- Provide new water and electrical services
- Provide site lighting for the Environmental Center, new parking lot, and the cul de sac parking area
- Provide a new fence line along the Environmental Center cliff area

Scope of Services

Our extensive experience with park projects will aid the County in executing a high-quality project on time and within budget. Our scope will follow the one detailed in the County’s Outline of Consultant Scope of Services dated November 2019, and as detailed below. We have visited Rifle Camp Park, reviewed the project files at the County’s offices and have an understanding of the park facilities and improvements proposed by the County. Our team will adhere to the schedule outlined in the RFP, completing the design phases in 150 calendar days from the start-up meeting. This design timeframe excludes County and outside agency review cycles and the bidding and construction phases of the project.

A start-up meeting, a minimum of four progress meetings, two utility meetings, one courtesy hearing before the Borough of Woodland Park Planning Board, and one public information meeting are anticipated. Consultation and coordination between RVE’s and the County’s Project Manager, as well as PCCC’s architect, will be regular and ongoing throughout the project. Email, telephone, conference calls and/or video
Passaic County – Consulting Engineering Services for the Environmental Center at Rifle Camp Park

conferencing will all be used to facilitate conversation and communication. The project has been divided into several phases corresponding to those in the County’s RFP. Each phase will culminate in a submission to the County for review. Each submission will include the following:

- Two hard copies of each submission document, including full-size plans
- One electronic copy of each submission documents in PDF format
- Construction cost estimates

Phase I: Conceptual Design (30% Design)

Gather Existing Information – RVE will obtain existing information to support the project, such as funding applications, available GIS Information, and existing site plans. This information will be used to aid in the overall design and document preparation.

Site Inspection – Our initial task will be to visually inspect the existing facilities to assess their general condition. Facilities inspected will include the access path, the existing cul de sac and associated roadway, parking lots, drainage systems and utilities (water, electrical, and sewer). We will advise the County if any site conditions significantly impact the proposed scope of site improvements.

Photographs – Photographs will be taken throughout the project limits to establish a photographic record of the project area during the design phase. One complete set of contact print photographs that are identified by numbers, a photo log, and captions, will be submitted along with one set of digital files on CD-ROM.

Hazardous Materials Survey – RVE will perform an assessment of hazardous materials of the existing Nature Center building, including asbestos containing building materials, lead-based paint and polychlorinated biphenyl (PCB) containing caulk. Bulk samples within the building will be taken for laboratory analysis. We will also perform a visual survey to quantify PCB-containing electrical equipment, mercury thermostats switches, fluorescent light tubes, stored chemicals, and visual evidence of hazardous waste or miscellaneous materials that may become hazardous. We will then prepare and submit a summary report of findings and analytical results.

Field Survey – RVE will perform a topographic survey of the proposed project area. Survey limits will extend a minimum of 200’ around the existing Nature Center building, 50’ from the edge of the roadway pavement along the park roadway from the large parking lot to the cul de sac parking area, and 100’ wide between the cul de sac parking area and the existing Nature Center.

The field survey will locate topographic features, buildings, visible utility structures, utility markouts, drainage structures, roadway components, parking lots, driveways, walkways, bridges, guardrail, fences, signs and tree lines. The property lines will not be surveyed, but will be located based on existing site plans, tax maps, GIS information, and other available data. It is noted that the survey effort will be detailed and measured as required for the development of all permitting on construction documents.

Control monuments and/or bench marks will be located or established as needed. The horizontal and vertical survey control will be based on the North American Datum of 1983 and North American Vertical Datum of 1988. Conversion equations to other datums will be noted on the plans or converted to NGVD if required by outside agencies. Control points will be established as needed to locate the project baseline. The baseline will generally be the access roadway centerline. One permanent bench mark will be established.
Passaic County – Consulting Engineering Services for the Environmental Center at Rifle Camp Park

Since the survey is limited to the area within and immediately around the site, traffic control is expected to be limited to the placement of signs and traffic cones in accordance with the Manual on Uniform Traffic Control Devices (MUTCD). No flaggers or police traffic control services are anticipated.

Preparation of Base Plans – Utilizing the information obtained during the field survey, we will create detailed base plans for the project area. The base plans will be prepared using AutoCAD 2019 software. Topographic contours will be indicated at one-foot intervals.

All survey services, project baselines and control points establishment and base plan preparation will be performed under the supervision of RVE’s Charles E. Adamson, PLS, AET, a professional land surveyor, licensed in the State of New Jersey. The base plans will be field verified by our engineers.

Utility Coordination – Notification letters will be prepared and sent to various utility companies within the project area to confirm the presence of existing or proposed utilities within the project site and to request a markout of their facilities prior to survey along with record plans. Additionally, after the utility information has been added to the base plans, the plans will be sent to the utilities to confirm the approximate location and depth of utilities.

Geotechnical Engineering and Soils Analysis – RVE will perform a geotechnical investigation and soils analysis report with a building foundation recommendation. Based on the architect’s concept plans and in compliance with the New Jersey edition of the IBC code, we have determined that five borings will be required to a maximum depth of 40’ or to refusal, whichever occurs first. If refusal is encountered before 40’, 5’ rock cores will be performed in two of the five borings. A boring location plan will be provided to the County by RVE for approval prior to the start of work and will be shown on the contract plans. The costs for drilling test borings and laboratory testing of soils have not been included in our cost since they will be performed by the County’s On-Call Testing geotechnical consultant. RVE will provide a full-time representative on site to inspect the boring and sampling operations. Any environmental testing required for Clean Fill Standards will use the County’s On-Call Testing consultant. Based on the boring logs and test results obtained from the County’s On-Call Testing consultant, we will prepare a formal soils analysis reports, as well as a formal geotechnical investigation report, which will include the suggested type of foundation work and the depth of the coarse aggregate layers for the building foundations. Final written authorization by the County will be required prior to commencement of design.

Conceptual Plans – RVE will examine project layout options and provide up to three concept plans for the new 10 vehicle parking lot and improvements to the existing cul de sac area to maximize available parking. Site lighting options around the Environmental Center, the new parking lot, the cul de sac parking area and potential NJDEP permitting constraints will also be included in the concept plans.

Phase II: Preliminary Plans (60% Design)

Preliminary Construction Plans – This task will consist of using the base plans and approved conceptual plans to design the various improvements. Preliminary plans will be prepared to the extent needed to obtain outside agency approvals. Preliminary plans will include:

- Title sheet with key map, sheet index, utility listing, and County officials
- Legend and notes
- Estimate and distribution of quantities
- Typical sections
Passaic County – Consulting Engineering Services for the Environmental Center at Rifle Camp Park

- Construction plans
- Grading, drainage, and utility plans
- Soil erosion and sediment control plans and details
- Profiles
- Preliminary architectural and structural plans to support permit application review
- Preliminary construction details as needed to support permit application review
- Landscape plans
- Utility Relocation Plan(s)
- Site lighting plans

NJDEP Freshwater Wetlands and/or Flood Hazard Area Permit – Based on our initial research, it does not appear that permits will be necessary from the NJDEP. However, should these elements become a factor, RVE is willing and able to prepare the necessary documents to obtain any required NJDEP Freshwater Wetlands/Flood Hazard Area permits.

Soil Erosion and Sediment Control Plan (SESC) Certification – An application for SES plan certification will be submitted to the Hudson Essex Passaic Soil Conservation District (SCD) for approval, along with the preliminary plans. We will coordinate with the SCD as needed to obtain SES plan certification.

Stormwater Management Report – A drainage report will be prepared to support the SESC application. Based on the anticipated scope of the proposed recreational improvements, the disturbance of more than one acre of soil is expected. Therefore, the project is expected to be a "major development" under the New Jersey Stormwater Management Rules and compliance with the rules is expected. Test pits are anticipated to be required and will be performed by our excavation subcontractor. RVE will supervise excavation and perform the soil permeability testing needed to support stormwater management calculations. We will prepare a stormwater management report, including design calculations needed to demonstrate compliance with the New Jersey Stormwater Management Rules and Stormwater Best Management Practices Manual.

Borough and County Planning Board Approval – Since this is a County park improvement project, we anticipate the need for a formal application to the Woodland Park Borough Planning Board or County Planning Board will be waived. Therefore, preparing formal applications to these boards is not included in this proposal. However, courtesy submissions of the preliminary plans will be made to these entities upon the County’s direction.

NJDEP Historic Preservation Office (HPO) Coordination – Although Rifle Camp Park is not listed on the New Jersey and National Registers of Historic Places posted on the HPO website, the nearby Garrett Mountain Reservation is listed in the Register. Additionally, historic plaques are posted within the park indicating areas of historic significance. Therefore, the approved conceptual plans and a narrative describing the improvements will be sent to HPO for its review.

Utility Coordination – Additional utility notification letters will be prepared and sent to various utilities indicating any apparent conflicts between the utilities and proposed improvements. RVE will coordinate and attend a meeting at the project site with the affected utilities. We will prepare meeting minutes and distribute them to the utilities and County.
Phase III: Final Plans and Specifications (90% Design)

Final Construction Documents – Upon receipt of comments from the County and outside agencies, we will prepare construction plans for the public bidding of each contract. The following plans will be prepared:

- Baseline tie, horizontal, and vertical control plan
- Roadway cross-sections
- Final construction details
- Final utility plans for electrical, plumbing, water and sewer connections
- Utility relocation plan

An Engineers’ Design Report will be provided, including all design and quantity calculations. An Engineer’s Design Certification will be prepared indicating the project’s adherence to applicable design standards and design exceptions. A Quality Assurance/Quality Control (QA/QC) Certification will be provided, documenting that the project has been supervised, monitored, and reviewed for compliance with RVE’s QA/QC policy and procedures.

Specifications will be prepared based on NJDOT's 2019 Road and Bridge Construction Standard Specifications and the County’s standard front end and supplemental specifications. Additionally, final engineer’s estimates of the proposed construction will be prepared for each contract. Each set of contract documents will be forwarded to the County for review and approval.

Utility Coordination – A second on-site utility meeting will be scheduled as needed and meeting minutes prepared and distributed to attendees and the County. The bid package will include the engineering and architectural plans as prepared by RVE and Coppa.

Phase IV: Plan and Specification Revisions (100% Design)

Upon receipt of comments from the County, we will finalize the construction documents for public bidding. We will provide the County with one set of reproducible mylar drawings and specifications for each contract for the County to print and distribute to prospective bidders.

Final Configuration of Design Plans Submittal

- All plans will be prepared on a sheet size of 24” x 36”. Two sets of properly signed and sealed final plan sets along with one set of archival quality mylar drawings. Additionally, two sets of half size plans.
- The plans will consist of all required architectural plans, followed by site/civil plans.
- Two CD ROM discs, or a flash drive, of all final documents in both PDFA and native file formats, including CAD drawing files compatible with 2019 AutoCAD with drawing pen tables and fonts, Supplemental Technical Specifications, Estimation of Quantities, Engineer’s Estimate and all electronic coordinate point files for the project. This file will include Point Number, N. E. Elevation, Project CL or BL points, Traverse Points, Base Points, Working Points and all other related project points required for layout.

Final Configuration of Estimate of Quantities and Specifications

- Final Itemized Estimate of Quantities will be included on the Plans as well as in the Bid Proposal. Building pay items will follow standard AIA formatting and site pay items will follow NJDOT standard formatting. Two sets of all calculations used to derive the Estimate of Quantities.
- Two sets and a digital MS-Excel copy of the itemized Construction Cost Estimate. For the final documents, two sets of itemized Construction Cost Estimates will be furnished to the County.
Passaic County – Consulting Engineering Services for the Environmental Center at Rifle Camp Park

c. Specifications utilizing the front end template to be supplied by the County, CSI standard format for building improvements and Supplemental Technical Specifications to the NIDOT Standard Specifications for Road and Bridge Construction (2019 Edition with amendments and modifications) and the County’s Standard Specifications for site improvements, all edited as required to be project specific. Two sets of final Specifications.

Bidding Phase
This will consist of assisting the County with the advertising of the project for construction bids, answering bidder questions and opening the bids in public. A bid tabulation will be prepared, bids reviewed, and award recommendation made.

Phase V: Construction Phase
Pre-Construction and Progress Meetings – RVE will attend pre-construction meetings with the contractor and County. We will prepare and distribute meeting minutes to attendees. Four site visits are anticipated and will be attended as requested by the County to facilitate construction completion.

Submittal Review – This task will consist of reviewing required submittals, material certifications, and any Requests for Information (RFIs) received from the contractors. Recommendations will be made to the County for these submissions.

Design Engineering During Construction – This task will consist of providing performing periodic site inspections (approximately four) on an as-needed basis to verify contractor’s work and compliance with the contract documents. We will also answer the contractor’s questions and interpret the documents, as requested. A final inspection will be made for the contract. Construction inspection and construction management services will not be included.

Exclusions
The below services are not anticipated and have been excluded. However, a separate proposal for additional services will be prepared upon the County’s request:

- Right-of-way or property line survey
- Preparation of property acquisition or easement documents
- Setting property corner monuments

FEES
On the following page are our lump-sum fees, which are based on the phases detailed above and in accordance with the County’s Method of Payment as outlined in the RFP. We will invoice on a percentage-complete basis at a 30-day interval period with no payment request exceeding 50% of the phase.
### Passaic County - Consulting Engineering Services for the Environmental Center at Rifle Camp Park

<table>
<thead>
<tr>
<th>Phase</th>
<th>Fee</th>
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<tbody>
<tr>
<td>Phase I: Conceptual Design (2 months)</td>
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<tr>
<td>Phase II: Preliminary Plans (1 month)</td>
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<tr>
<td>Phase III: Final Plans and Specifications (1 month)</td>
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<td>Phase IV: Plan and Specification Revisions (1 month)</td>
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<td>Bidding Phase Assistance</td>
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<td><strong>Total Lump Sum Fee</strong></td>
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Rifle Camp Park Improvements
Passaic County, NJ

Client:
Passaic County, NJ

Fees:
$139,700

Duration:
February 2017 to May 2018

Client Reference:
Johnathan Pera, PE, County Engineer
973-881-4450

RVE was retained by Passaic County to repair and improve Rifle Camp Park by enhancing the recreational opportunities available to County residents. The Rifle Camp Park Improvements Project includes various improvements to the existing access roadway, parking facilities, trails and structures within the park, as well as the construction of additional recreational amenities.

Improvements included the replacement of the existing camping shelters, the evaluation of cross country skiing feasibility and improvements to accommodate skiing and general improvements, including asphalt paving, stone installation and drainage facilities. Interior and exterior renovation of the existing restroom structures, including upgrades to roofing and interior finishes and accessibility improvements were provided. The construction of various recreational site improvements were based on the concept alternatives developed and selected by the County. RVE developed signage program concepts for selection by the County. Wayfinding and interpretive, trailblazing and facility wayfinding signs were provided throughout the park. Upgrades were also provided to the picnic areas including the replacement of the existing benches, tables and barbeque grills. The construction of picnic shelter pavilions based on concept alternatives developed and selected by the County.
Upgrades to Watsessing Park Playground
Bloomfield Township, NJ

Client:
Essex County, NJ

Duration:
July 2018 to June 2018

Fees:
$65,000

Construction Cost:
$1.7 million

Client Reference:
Daniel Salvante, Parks Director
973-268-3517

RVE was retained by the County of Essex for engineering design and landscape architecture services for upgrades to Watsessing Park playground in Bloomfield, NJ. It is 15,000 square feet and provides something that most other playgrounds don’t — inclusivity.

The park was built with special-needs children of all kinds in mind. Gently sloped ramps and large landings provide enough space for children in wheelchairs to enjoy the jungle gym and venture higher onto the structure than was possible in the past. In addition to the ramps and landings, the park provides visual, auditory and tactile surface features for children at lower-than-usual heights. The park was designed to allow children who are not walking, who aren’t upright or are in wheelchairs to enjoy those features. Each landing area features at least three different stimuli for children, including tic-tac-toe and a set of musical pipes. Near a shady spot, children can spin wheels and listen to the sounds of beads rolling around or watch a rainbow fly by.

One slide is made up of rollers, providing a different feel than typical plastic slides. The variety lets children with differing abilities find their own way to have fun. A second shaded area encompasses an instrument section and a cool-down station. Children can bang on bongos and play the xylophone while being sprayed by a cool mist.

The playground is the first park in Essex County developed for children of all physical and developmental abilities.
Merrill Park Traffic Calming
Woodbridge Township, NJ

Client:
Middlesex County, NJ

Construction Cost:
$1.8 million

Fees:
$841,352

Project Durations:
February 2010 to March 2014

Client Reference:
Kenneth Pretererl, PE, Transportation Supervising Engineer, 732-745-3994

Merrill County Park is a well-rounded park with facilities for many family and sports activities. Amenities in the park include ball fields, basketball courts, lighted tennis courts, picnic groves, an animal haven, fitness trail, a football field and a soccer field. Merrill Park is the home of the "Progressive Playground", which is under the jurisdiction of Woodbridge Township.

RVE was retained to provide professional engineering services for the development of contract plans and specifications for the Traffic Calming at Merrill County Park. Services included traffic design, roadway, walking and parking lot design, surveying, permitting, utilities and hydraulics.
Justin DiBiase, PE, PTOE
QA/QC Manager

Overview
- Professional Engineer with 10 years of experience ranging from large-scale highway reconstruction projects to smaller municipal work orders
- Knowledge and experience in the project delivery process including PennDOT CEEMS and AutoCAD
- Specializes in traffic signed, traffic control and signing/pavement marking design
- Experience in highway/traffic design, including ADA design, vertical/ horizontal alignment using SurfRoads and Right-of-Way Plans.
- Skilled in Microstation with Infodesk, Synchro/Highway Traffic, Highway Capacity Software, QuESTion, AutoCAD, PennDOT Autotabs, PennDOT CEEMS, Microsoft Office, and Bluebeam/Revu.

Work History
RVE experience: 2017 to present
Total experience: 10 years

Education
M.S., Civil Engineering, Villanova University, 2013
B.S., Civil Engineering, Villanova University, 2008

Certifications/Registrations
Professional Engineer – NJ, PA
Professional Traffic Operations Engineer (PTOE)
ASHE Delaware Valley – Member
MASITE – Member

Representative Project Experience
NJ DOT County Aid Annual Road Resurfacing Programs, Passaic County, NJ – Mr. DiBiase serves as Project Manager for engineering services for the design and construction of the resurfacing of approximately 15 miles of roadways under County jurisdiction. Responsibilities as the Design Engineer included physical visits to the sites to determine roadway dimensions, existing conditions of manholes and inlets, ADA compliance of existing curb ramps, the need for shoulder repair, the need for guardrail installation, and to perform an existing sign inventory. Design included layout and quantities for pavement milling and resurfacing, shoulder repair, ADA-compliant pedestrian ramps, pavement markings, signs, and rail and manhole repairs. Responsibilities also included completion of the following: Design Certification, coordination with utilities, and coordination of review comments.

Lower Notch Road Bridge Culvert Replacement, Passaic County, NJ – Mr. DiBiase is providing project management services for engineering design services for the replacement of the culvert that carries Lower Notch Road over Great Notch Creek in the Borough of Woodland Park. The existing structure is a steel arch culvert with unit masonry abutments. The County wished to replace the culvert using a cast in place engineering approach to include an extended service life and to be low maintenance. RVE is providing engineering design services for the replacement of the existing culvert. Two existing through lanes and right shoulders will be maintained and a sidewalk will be added to each side of the structure. The new structural capacity of the culvert will meet HS-25 loading as a minimum and steel sheet will be used to deter undermining and scour at the proposed footing.

Horizontal Curve High Friction Surface Treatment, Passaic County, NJ – Mr. DiBiase served as Project Manager for the construction of a high friction surface treatment (HFST) along Greenwood Lake Temple and Sterling Avenue in the Borough of Bogota. The existing structure is a steel arch culvert with unit masonry abutments. Smithville Park Pedestrian and Bicycle Mobility Enhancements, Burlington County, NJ – Mr. DiBiase provided engineering services for regulatory approval, and prepare construction and bid documents for the proposed pedestrian and bicycle maneuvers necessary to provide continuity between the east and west sides of Smithville Park between CR 617 (Powell Road) and Dunsman Lane. The project will provide features to reduce vehicular speeds through the park and Historic District while maintaining the period of historical significance previously established by the State Historic Preservation Office (SHPO) for Smithville Park.

Intersection Improvements at Jefferson & North Avenues, Union County, NJ – Mr. DiBiase served as Project Manager for the replacement and upgrade of traffic signal equipment, ADA ramps and signal timing revisions to improve the intersection of Jefferson Avenue (CR 658) and North Avenue (CR 624) in the City of Elizabeth, NJ. The intersection is a "T" intersection adjacent to the City's Kellogg Park. At the intersection to the east are two elementary schools, Madison-Monroe School No. 10 and Blessed Sacrament School along Madison Avenue. To the west is NJ Transit's North Elizabeth Train Station on the Northeast Corridor. The Northeast Corridor tracks pass over North Avenue at this location with a 10'-7" clearance. Services include performing traffic studies and site visits to prepare construction documents for constructing minor intersection improvements and replacing traffic signal equipment. Utility coordination will occur to maintain existing utilities during construction and to coordinate the relocation of utilities temporarily or permanently to facilitate construction.

Improvements to Baskeland Avenue, Piscataway Township, NJ – Mr. DiBiase served as Traffic Engineer for Baskeland Avenue Improvements in the Township of Piscataway, NJ. The project consisted of the improvements to Baskeland Avenue from River Road (CR 522) to Cedar Avenue (aka Piscataway Road), which is approximately 1.3 miles long. The center of the road is the border line between Piscataway Township and Noldestown Borough. Concrete curb with added to both sides of the street, and sidewalk was installed on the Township side of the road. A 36-foot roadway was constructed with full-depth pavement replacement and horizontal alignment adjustments. The scope of services consisted of producing construction documents for the proposed improvements. Right-of-way taking documents and storm sewer management system design will be designed, and outside agency permit applications will be prepared and filed to obtain necessary approvals.
Jessica Hauber, PE  
Project Manager

Overview
- Supports various civil engineering improvement projects.
- Experience in site development, highway design, stormwater management and drainage design, erosion and sediment control, site plan geometry and grading, preparation of contract specifications and cost.
- A skilled structural engineer with experience in structural analysis and design for a variety of structures.

Work History
RVE experience: 2009 to present  
Total experience: 14 years

Education
B.S., Civil Engineering, Lehigh University, 2006

Certifications/Registrations
Professional Engineer - NJ, PA

Representative Project Experience
- Watering Park New Community Center and ADA Accessible Playground - Ms. Hauber served as Project Engineer for the rehabilitation of the playground at Watering Park in Bloomfield, NJ. It is 15,000 square feet and provides something that most other playgrounds don't - industry! The park was built with special needs children of all kinds in mind. Gentle sloped ramps and large landings provide enough space for children in wheelchairs to enjoy the large gym. The play structure is a fun 100% non-toxic play structure for children of all abilities.

- Green Lane Park, Union County, NJ - Ms. Hauber served as Project Engineer for the rehabilitation of the playground at Green Lane Park in Union County, NJ. The project included improvements to the existing playground, including the addition of new equipment and amusements. The playground was designed to be accessible to children of all abilities.

- Von Nida Park Rehabilitation Phase III, Cooper's Ferry Partnership (CFP), NJ - Ms. Hauber served as Construction Manager for the rehabilitation of Von Nida Park in Camden, NJ. The project involved the replacement of existing playground equipment and the addition of new amenities. The playground was designed to be accessible to children of all abilities.

- Thompson Family Park, East Greenwich Township, NJ - Ms. Hauber provided engineering services for the design of Thompson Family Park, an area of approximately 80 acres along the Turnpike. The project included the design and construction of a new community center, a playground, and a walking trail.

- Marlton County Park Parking Lot, Roadway and Traffic Engineering Services, Middlesex County, NJ - Ms. Hauber provided traffic engineering services for the design and construction of a new parking lot and roadway for the park. The project included the design of the park entrance and parking area.

- Ivy Hill Park Playground Replacement, Essex County, NJ - Ms. Hauber served as Project Engineer for the design and construction of a new playground at Ivy Hill Park in Newark, NJ. The project included the design of new playground equipment and the replacement of existing equipment.

- Recreation/Community Center at Anna L. Klein School, Town of Guttenberg, NJ - Ms. Hauber provided design and construction management services for the construction of a new community center at the Anna L. Klein School. The project included the design and construction of a new gymnasium, classrooms, and administrative offices.
K. Charles Westen, PE
Geotechnical Engineering Task Leader

Overview
- Provides engineering, design and project management support services for more than three decades.
- Areas of expertise include geotechnical engineering and foundation design, as well as construction management and daily field support services for residential, commercial, heavy highway and heavy civil projects.
- Experience in ground modification and improvement utilizing various types of geotextile and soil stabilization methods.

Representative Project Experience
Green Lane Park, Union County, NJ – Mr. Westen served as Geotechnical Engineer for engineering and construction inspection services for the construction of two new pocket parks and associated trails connecting the park with existing trails and open space. The park is located on an extension to a Union Township owned roadway. The new pocket parks consists of a playground along Green Lane. Improvements included improvements to the existing parking lot, a small outdoor fitness center, a rubber surfaced playground with areas for both younger and older children, a shade structure, restrooms, seating and landscaping. Services consisted of preparing the construction documents and obtaining the necessary outside agency approvals for the project. Full-time inspection services were provided for the duration of the construction work. Work also consisted of submission of shop drawing review services, as well as construction administration services during the construction phase of the project.

West Essex Park, Essex County, NJ – Mr. Westen provided geotechnical engineering services for the rehabilitation of West Essex Park in Bloomingdale Township and East Orange Township. Improvements included: reconstruction of existing basketball courts, park entrance enhancements, signage and pathway improvements, lighting and landscaping upgrades, renovations to the tennis courts, and facility, restroom and facility renovations. ADA-compliant water features; improved amenities to site aesthetics; renovation of an historic bandshell; drainage improvements, etc.

Mercer County Park, Middlesex County, NJ – Mr. Westen provided geotechnical engineering services for the permitting, utilities and hydrology at Mercer County Park. Improvements to the park include ball fields, basketball courts, tennis courts, picnic groves, an animal haven, fitness trail, a football field and a soccer field. Mercer Park is the home of the “Progressive Playground”, which is under the jurisdiction of Woodbridge Township.

William Warren Park, Middlesex County, NJ – Mr. Westen provided geotechnical engineering services for the design of an aquatic center improvements to William Warren County Park in Woodbridge Township, NJ. The project included the development of construction plans and specifications suitable for public bidding with preparation and submittal of all required permit applications and assistance during bidding for the upgrade of existing tennis courts and basketball courts. Services included conducting site and subsurface investigation and providing design and permitting services.

Westhampton South Park, Westhampton Township, NJ – Mr. Westen served as Geotechnical Engineer for the design of a new waterfront complex in Westhampton, NJ, along the Hudson River. The design included several new facilities, an ice skating rink, restroom facilities, ticket booth and pump room facilities and large family picnic areas.

Von Neida Park Stormwater Management Project in the City of Camden, Cooper’s Ferry Partnership, NJ – Provided geotechnical engineering services for the design of a new stormwater management system to reduce flooding for the combined sanitary and stormwater flows, and improve the park by incorporating new amenities in conjunction with rehabilitation of existing amenities. Flooding mitigation was the number one priority of this project. Services include reviewing existing documents, conducting site analysis, CCTV sewer testing, and providing geotechnical services and soil borings.

1800 Park & Hoboken Cove Project, City of Hoboken, NJ – Mr. Westen provided geotechnical engineering services for this new park at the 1800 Park and Hoboken Cove site. The project calls for the construction of a new park and on more than four acres of former industrial use property located on the north end of the City of Hoboken. The 1800 Park site is located north of 18th Street between Park Avenue and Willow Avenue. The Hoboken Cove site is located north of the Hudson River Waterfront Walkway that runs immediately north of the Hudson Tea Building and west of Park Avenue along the portion of the Hudson River Waterfront Walkway that is currently under construction by the City of Hoboken. Services include review of plans and studies; meetings and coordination; utility assessment; & preliminary engineering.

Recreation/Community Center at Anna L. Klein School, Town of Guttenberg, NJ – Mr. Westen provided civil and geotechnical engineering services for the proposed 44,000 SF. Three-level Recreation/Community Center addition to the Anna L. Klein School. The new addition will include a gymnasium with stage and bleachers, dressing rooms and toilet facilities, offices, 14 classrooms, a technology laboratory and two science laboratories.
Christopher Gilbert, PE
Geotechnical Engineer

Overview
- More than 10 years of experience as a Civil Engineer
- Experience in the design of roadways, traffic design, bridge inspections, telecommunications systems, structural engineering, mechanical engineering, wastewater management and geotechnical design
- Additional experience includes projects for municipal and State agencies, gas stations, retail establishments, banks and residential developments

Work History
RVE Experience: 2013 to present
Total experience: 9 years

Education
B.S., Rutgers University, Civil Engineering, 2013
M.S., Drexel University, Civil Engineering, 2019

Certifications/Registrations
Professional Engineer – NJ

Representative Project Experience
- Pulaski Park Synthetic Turf Field, City of Passaic, NJ – Mr. Gilbert provided engineering services for the design of a synthetic turf field and related amenities at Pulaski Park within the City of Passaic. Work included the grading of the field areas, removing trees, rerouting and reconnecting storm sewer pipes to accommodate the proposed turf field; installing the 2.5" new artificial turf field and associated underdrain system; installing the new asphalt walkways, fencing and incidental work related to the field construction; etc.

Green Lane Park, Union County, NJ – Mr. Gilbert served as Project Engineer for engineering and construction inspection services for the construction of two new pocket parks and associated trails connecting the parks with existing trails and open space. The final park is located as an extension to a Union Township owned roadway. The other pocket park consists of a playground along Green Lane. Amenities included improvements to the existing parking lot, a small outdoor fitness center, a rubber surfaced playground with areas for both younger and older children, a shade structure, restrooms, seating and landscaping. Services consisted of preparing the construction documents and obtaining the necessary outside agency approvals for the project. Full-time inspection services were provided for the duration of the construction work. Work also consisted of submitting RF and shop drawing review services, as well as construction administration services during the construction phase of the project.

- 28th Street Park Improvements, North Bergen Township, NJ – Mr. Gilbert provided professional engineering, surveying, and construction inspection services for site improvements at the 28th Street Park. The park, located at 28th Street, is a linear park serving as a walking path between the North and South of NJ Route 495. The improvements included the construction of a new ADA-compliant walking path, a playground, recycling and trash receptacles, park benches, two in-ground electrical receptacles, cameras, and coordination with PSE&G for utility relocation. Construction activities also consisted of earthwork, temporary construction access, and site lighting.

- Broad Rock Fitness Center Improvements, North Bergen Township, NJ – Mr. Gilbert provided engineering design services for the proposed fitness center at Broad Rock Park. The improvements were part of ADA funding, and a portion of the funding was allocated to the fitness park. All improvements were designed in accordance with applicable ADA design criteria. The improvements consisted of removing the existing equipment, within the existing fitness area and replacing it with new ADA compliant fitness equipment. The improvements consisted of the removal of the existing brick pavers on the elevated plaza area. The new elevated plaza area, a cardio fitness center was proposed with decorative concrete, park benches, picnic tables, trash receptacles, an ADA ramp, and ADA entrance gates. Asphal pavement was proposed within various locations, and the Existing lawn and concrete were painted.

- Merrill County Park, Middlesex County, NJ – Mr. Gilbert provided professional engineering services for the development of contract plans and specifications for the Traffic Calming at Merrill County Park. Merrill County Park is a well-rounded park with facilities for many family and sports activities. Amenities in the park include ball fields, basketball courts, lighted tennis courts, picnic groves, an animal haven, fitness trail, a football field and a soccer field. Merrill Park is the home of the "Progressive Playground", which is under the jurisdiction of Woodbridge Township. Services included: traffic design, roadway, walking and parking lot design, permitting, utilities, and hydraulics.

- Irvington Park New Synthetic Turf Soccer Field, Essex County, NJ – Mr. Gilbert provided engineering services for Essex County for various improvements to Irvington Park in the Township of Irvington, NJ. The improvements included the re-alignment and the inclusion of a synthetic turf athletic surface for the soccer field. The improvements were designed to be similar to other parks within the County. Amenities included a new synthetic turf athletic soccer field with new field goals, nets and lights, two new sets of two new soccer goals, new backstop, pedestrian pathways, drainage, landscape, park entrance, signage, site furnishings, new ADA water fountains, and backfill of surface holes/drifts near perimeter fence.

- Von Nida Park, Cooper's Ferry Partnership, City of Camden, NJ – Mr. Gilbert provided professional engineering and design services for the proposed rehabilitation of Von Nida Park in the City of Camden, NJ. Von Nida Park is centrally located in Camden and is one of the main focal points of the park. The park is a mixture of passive and active recreation with flooding problems limiting the use of the park and making maintenance particularly difficult. The project plan was to remove the existing surface and install a new sewer management system for the combined sanitary and stormwater flows, and improve the park by incorporating new amenities in conjunction with rehabilitating existing amenities. Flooding mitigation was the number one priority followed by items, such as lighting, landscaping and defining the boundaries of the park.
License Information

Name: CHRISTOPHER O. GILBERT
Address: Piscataway, NJ
Professional License Type: Engineers & Land Surveyors, Professional Engineer
License No.: 24GE56460600
License Status: Active
Issue Date: 07/23/2018
Registration Date: 06/29/2020

Documents

No Public Documents

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NO Board Action. For more information contact the New Jersey State Board of Professional Engineers and Land Surveyors (732) 642-5400.
Eric Rundstrom, PE  
Site Grading

Overview
- Experienced in several facets of engineering and technical disciplines including structural and geotechnical engineering, land surveying, environmental oversight, groundwater sampling, well installation, soil borings, as well as field and laboratory research.
- He is also an experienced welder, stonemason and carpenter.

Work History
RVE experience; 2015 to present
Total experience: 13 years

Education
M.S., Civil/Geotechnical Engineering, Rutgers University, 2011
B.S., Civil/Structural Engineering, Rutgers University, 2003

Certifications/Registrations
Professional Engineer - NJ
40-hour Hazardous Site Training and 10-Hour Construction Safety Training
Nuclear Densometer Gauge Trained

Representative Project Experience
West Hudson Park Athletic Facility, Hudson County, NJ – Mr. Rundstrom served as Project Engineer of the improvements to the athletic facilities at West Hudson Park in the Town of Harrison. The project included the upgrade of the existing natural grass athletic fields to a multi-purpose synthetic turf facility to accommodate a soccer field along with two baseball fields. New field amenities included backstop, dugouts, bleachers, a water fountain, fencing, additional lighting and drainage improvements. ADA compliant restroom facilities adjacent to the athletic fields and ADA compliant pathways that connect the new athletic facility and restroom building to the existing park pathway system were also included in the scope of the work. A state-of-the-art artificial grass field was also designed within the park.

64th Street Turf Ballfield, Park, Dogrun, North Bergen Township, NJ – Mr. Rundstrom provided engineering services for the 64th Street Turf Baseball Field, Park and Dogrun in North Bergen Township. Services included outbuilding field grading; review of the base plans; and quality assurance/control of construction.

Von Neida Park Improvements, Phase II and III, Camden County, NJ – Mr. Rundstrom served as Project Engineer responsible for the design of a new synthetic turf soccer field and new natural grass baseball/soccer field located in Camden City, NJ. Storm water management design and NJDEP Flood Hazard Area permit application were required as part of the project. The intent of the project was to revitalize the soccer field by designing and installing a new soccer management system for the combined sanitary and stormwater systems, and improve the park by incorporating new amenities in conjunction with redeveloping existing amenities. Flood mitigation was the number one priority followed by rain, storage, landscaping and defining the boundaries of the park.

Washington Park Azalea Garden, Union County, NJ – Mr. Rundstrom served as Project Engineer for the landscape architecture, engineering, surveying and construction administration services for the restoration of the Azalea Garden, located in Washington Park, to its original Olmsted design. The park is dedicated to the memory of Carolyn Brown of Summit, NJ (1879-1952), who helped create, and was a member of, the Union County Park Commission. The garden contains hundreds of plants in many dozens of manicured beds. RVE is preparing construction documents and obtaining any necessary outside agency approvals, and as a result, the design of the plantings, design of the garden’s pathway system, and design of the garden’s fountain have been submitted to the park's planning and construction department. The project is expected to be completed in the fall of 2016.

Hilltop Reservation Dog Park, Essex County, NJ – Mr. Rundstrom served as Senior Design Engineer for a new dog park at Hill Top Reservation in the Borough of North Caldwell. The dog park is located in a vegetated area adjacent to the Hill Top Park parking lot. New amenities for the dog park included approximately 40,000 square foot dog run area (~700 x 300); fencing; water fountain; dog access area; benches; garage-cone storage; gated (private entrance; information kiosk; storage shed; dog apparatus; security system; and tree trimming.

North Bergen Community Center, North Bergen, NJ – Mr. Rundstrom provided geotechnical engineering services for the construction of a new 3-story steel frame building with an above-grade and basement level parking. The proposed building includes space for a library, gymnasium, pool, roof top field, and parking for guests and employees. Responsibilities include subsurface investigation collection and analysis of soil samples and rock cores, development of the laboratory testing program and preparation of the complete geotechnical report. The geotechnical report outlined the index values of the site soils and foundation condition, and recommended foundation approach. The approach included site preparation, surrounding building underpinning and design values, removal of basement levels, dowatering and extent of removal. The report also recommended to foundation to be reinforced concrete caisson foundations with a rock socket.
New Jersey Division of Consumer Affairs

License Information

As of May 09, 2019 2:04 AM

Name: ERIC MARTIN RUNSTROM
Address: Shrewsbury, NJ
Professional License Type: Engineers & Land Surveyors, Professional Engineer
License No: 260565362400
License Status: Active
Status Change Reason: License Issuance
Issue Date: 6/22/09
Expiration Date: 6/30/2020

NO Board Actions. For more information contact the New Jersey State Board of Professional Engineers and Land Surveyors (609) 570-4141.
Bryan O'Hara, PE  
Roadway Engineer

Overview
- Experienced in the design of roadways, project planning, scheduling and cost estimation
- Familiar with ArcGIS, hiRoads and MicroStation

Work History
RVE experience: 2018 to present  
Total experience: 11 years

Education
B.S., Civil and Environmental Engineering, Rutgers School of Engineering, 2011

Certifications/Registrations
Professional Engineer – NJ License No. 2455046/009

Representative Project Experience

Smithville Park Pedestrian and Bicycle Mobility Enhancements, Burlington County, NJ – Mr. O'Hara provided engineering services to obtain regulatory approvals, and prepare construction and bid documents for the proposed pedestrian and bicycle mobility enhancements necessary to provide continuity between the east and west sides of Smithville Park between CR 281 (Powell Road) and Dunham Lane. The project will provide features to reduce vehicle speeds through the park and Historic District while maintaining the period of historic significance previously established by the State Historic Preservation Office (SHPO) for Smithville Park.

Vermont Avenue Extension, Lakewood Township, NJ – Mr. O'Hara provided engineering support for the extension of Vermont Avenue from the Route 70 jog handle to Classen Street in Lakewood Township. Services include preparation of base plans for all of the proposed roadway extension and preliminary design in conformance with current Township and NJDOT standards, including the design plans, specifications, bld documents, and Engineer's estimate. Created grades and geotechnics plans using Civil 3D to create horizontal and vertical alignments, as well as road design features, and section views to finalize grading of new and existing roadways.

NJDOT County Aid Annual Road Resurfacing Programs, Passaic County, NJ – Mr. O'Hara provided engineering services for the design and construction of the resurfacing of approximately 15 miles of roadways within county jurisdiction. Responsibilities as the Design Engineer included physical sites to the sites to determine roadway dimensions, existing conditions of manholes and inlets, ADA and existing curb ramps, the need for shoulder repairs, the need for guardrail installation, and to perform an existing sign inventory. Design included layout and quantities of pavement, including resurfacing, shoulder repair, ADA-compliant pedestrian ramps, pavement markings, and to determine existing road widths and lengths. Responsibilities also included completion of the following: Design Certification, coordination with utilities, and resolution of review comments.

Reconstruction of Meadowlands Parkway, Town of Seaventus, NJ – Mr. O'Hara is providing professional engineering services for the reconstruction of Meadowlands Parkway from the westbound Route 3 to the north to the intersection of Meadowlands Parkway and Seaventus Drive to the south. The Town received a $2.60 million grant from the New Jersey Department of Transportation 2018 Local Freeway Impact Fund to support the project. Detailed survey services, including stop elevations, contours and topographic features were performed along the entire length of the project. The survey data was later at more than 20 intersections along the project site. RVE's design engineers will use this data to prepare the plans and specifications required for the NJDOT Local Aid project. Improvements along the roadway will include the full-depth reconstruction to address localized areas of pavement failures, limited concrete curb construction to repair damaged curbs, and for new pedestrian ramp and sidewalk, which will be updated to bike-friendly and will be installed in travel lanes to separate the designated bike path. All existing guardrail not meeting current standards will be replaced.

Kresson Road Improvements, Camden County, NJ – Mr. O’Hara is providing engineering services for roadway and drainage improvements on Kresson Road in Cherry Hill, NJ. The project consists of roadway and drainage improvements along Kresson Road from Bruce Road (MP 0.38) to Brearley Lane (MP 1.54). The length of the project is approximately 1.2 miles and is funded through the County’s Capital Infrastructure Fund. The roadway has two travel lanes with no shoulders along most sections and is classified as an Urban A2 Arterial. The primary land use along the corridor is residential. The project includes three signalized intersections with a posted speed limit of 40 mph. A continuous 0.7 mile of sidewalk exists on the south side of Kresson Road from Bruce Road to Johnson Elementary School. Other smaller sections of sidewalk exist on the corridor along with sections with no sidewalk. Though this project is administered by the County, the Township of Cherry Hill requested additional work to be completed related to the addition of a westbound right turn lane at the intersection of Kresson and Bruce Roads, however it is included as part of a separate single construction bid package. Improvements consist of new asphalt surface course, with either full-depth reconstruction or full-depth rehabilitation and overlay, new concrete curb where warranted, gutter and ADA compliant ramps, storm sewer system upgrades, drainage and striping upgrades and pedestrian push button upgrades at signalized intersections. Traffic signal plans and electrical plans for each signalized intersection will be updated to reflect any physical modification of the traffic signal equipment.

Haddonfield-Berlin Road/Ellis Avenue to Haddon Avenue Improvements, Camden County, NJ – Mr. O’Hara provided engineering services for improvements to Haddonfield-Berlin Road/Ellis Avenue/Haddon Avenue (CR 561) from Evans Run Road (CR 544) to U.S. Route 30 in the Townships of Haddon Heights, Cherry Hill and Haddon, as well as this Borough of Haddonfield and Collingswood. Work for this project specifically consisted of providing pavement material investigation and asphalt testing, interconnection design and traffic engineering services for the intersection of Haddonfield-Berlin Road (CR 561) and Bunt Mill Road (CR 879). Services included traffic counts, traffic study, and analysis, design of intersection and traffic signal improvements, preparation of a construction document package, and engineering services during construction for the above-referenced intersection.
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**Division**
- Division Home
- Consumer Protection
- Licensing Boards
- File a Complaint
- Adoptions & Rule Proposals
- Internship Opportunities

**Department**
- OAG Name
- Contact OAG
- FAQ
- OAG News
- Services A to Z
- Employment

**State**
- NJ Home
- Services A to Z

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- Legal Statement
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Richard B. Czekanski, PE, CME, BCEE
Environmental Engineering
Senior Associate

Overview
- More than 40 years of engineering experience
- Serves as Senior Associate
- Serves as Facilities Department Head (Environmental/Water & Wastewater Group Manager)
- Supervises all environmental engineering activities that include facility design, preliminary assessments and site investigations, remedial investigation, underground storage tank (UST) removal, remediation and replacement, landfill design and remediation, soil and site investigations, preparation of environmental impact statements (EISs) and environmental impact statements; wetlands delineation; and preparation of permit applications.

Work History
RVE experience: 1972 to present
Total experience: 42 years

Education
M.S., Civil Engineering, Polytechnic Institute of New York, 1983
B.S., Civil Engineering, Vilnius University, 1977

Certifications/Registrations
Professional Engineer - NJ
Certified Municipal Engineer - NJ
American Academy of Environmental Engineers, Diplomate, (BCEE - Board Certified Environmental Engineer)

Representative Project Experience
Green Lane Park, Union County, NJ – Mr. Czekanski served as Environmental Engineer for engineering and construction inspection services for the construction of two new pocket parks and associated trails connecting the parks with existing trails and open space. The first park is located as an extension to a Union Township owned roadway. The other pocket park consists of a playground along Green Lane. Ammonia included improvements to the existing parking lot, a small outdoor fitness center, a rubber surfaced playground with areas for both younger and older children, a skate structure, restrooms, seating and landscaping. Services consisted of preparing the construction documents and obtaining the necessary outside agency approvals for the project. Full-time inspection services were provided for the duration of the construction work. Work also consisted of submission of shop drawings and review services, as well as construction administration services during the construction phase of the project.

Zimmerman Park Preliminary Assessment, Union County, NJ – Mr. Czekanski oversaw environmental services provided for the preliminary assessment (PA) of Zimmerman Park. The scope of work included preparing the NJDEP an LRSP Notice of Retention Form; prepare and submit to the NJDEP an Annual Remediation Fee Form; perform a Preliminary Assessment (PA) of the site in conjunction with the other disciplines (survey, site inspection, etc.); review the Phase I environmental site assessment report; provide technical assistance to the County’s Land Use Committee; provide technical assistance to the NJDEP; and review and approve the final PA report.

Work History
Webasset Park New Community Center and ADA Accessible Playground – Mr. Czekanski served as Environmental Engineer for engineering design and landscape architect services for upgrades to Webasset Park playground in Bloomfield, NJ. The playground will be built with special-needs children of all kinds in mind. Gentle sloped ramps and large surfaces will provide ample space for children in wheelchairs to enjoy the jungle gym and venture higher onto the structure than was possible in the past. In addition to the ramps and benches, the park will feature visual, auditory, and tactile features for children of all abilities. The park was designed to allow children who are not walking, who aren't walking, or who are in wheelchairs to enjoy these features. Each park area features a playground area with a total of three distinct stimuli for children. This was the first park in Essex County developed for children of all physical and developmental abilities.

Belleville Park Playground Replacement, Essex County, NJ – Mr. Czekanski served as Environmental Engineer for the replacement of the playground at Belleville Park. The new playground has a concrete-based terrain that is the same as the existing playground. The playground replacement was designed to be appealing to both children and parents, and will consist of the complete demolition and removal of the existing playground, including all equipment and the addition of the ballfield to the park. The playground was also designed to be ADA-compliant and conform to all local, State and Federal regulations. Ammendities include: perimeter fence, rubberized safety surface with designs and a complementing theme, separate areas for children from ages two to five and five to 12; quiet height climbing boulders; benches and trash receptacles; durable play features; retaining walls; landscaping; and stormwater management as necessary; signage; play equipment, including not limited to swings, slides, climbers and interactive musical instruments; and seating areas for parents.

Ivy Hill Park Playground Replacement, Essex County, NJ – Mr. Czekanski served as Environmental Engineer for the County of Essex for the replacement of playground equipment and ancillary items at Ivy Hill Park in the City of Newark, NJ. The playground improvements include: fencing, ammendities appearing to both ganders, compliant with ADA, as well as all local, State and Federal requirements, rubberized safety surface with designs and a complementing theme, separate areas for children from ages two to five and five to 12; quiet height climbing boulder, benches and trash receptacles; signage, durable play features; play equipment including not limited to swings, slides, climbers and interactive musical instruments; seating areas for parents and retaining walls, landscaping and stormwater management. This project requires the cooperation of work with the County, Park Conservancy Group and community leaders to design a state-of-the-art facility that incorporates the historical components of the site with the desires of the local residents.
NEW JERSEY DIVISION OF CONSUMER AFFAIRS

License Information

Status as of May 08, 2018 12:04 PM

Name: RICHARD B CZEKANOWSKI
Address: MOUNT LAUREL, NJ

Professional/License Type: Engineers & Land Surveyors, Professional Engineer
License No: 24GE03320002
License Status: Active
Status Change Reason:
Issue Date: 01/01/1998
Expiration Date: 05/30/2020

NO Board Actions. For more information contact the New Jersey State Board of Professional Engineers and Land Surveyors (609) 584-1
Charles E. Adamson, PLS, AET
Survey Task Leader
Senior Associate

Overview
- More than 35 years of experience in the engineering field
- Served as Survey/Geospatial Data Department Head supporting all survey activities for the firm
- Named the 2011 NJ Surveyor of the Year by the NJ Society of Professional Land Surveyors

Work History
RVE experience: 1984 to present
Total experience: 36 years

Education
- Land Surveying Certificate Course, Drexel University, 1986
- Mathematics of Land Surveying Certificate, Gloucester County College, 1986
- Drafting & Design, Gloucester County College, 1981
- Land Surveying Review Course, Rutgers University, 1987

Certifications/Registrations
- Professional Licensed Surveyor - NJ, License No. GS 42627
- Associate Engineering Technician - NJ, License No. GS 42627
- Highway Survey (Class 3)
- Water & Sewer (Class 2)
- Concrete/Asphalt (Class 2)
- OSHA Trained - 40 hours Confined Space Training
- Notary Public - License No. NJ2173872
- Global Positioning System (GPS), Office/Field Training

Member:
- West Jersey Society of Land Surveyors
- New Jersey Society of Professional Land Surveyors
- Pennsylvania Society of Land Surveyors
- National Society of Professional Surveyors
- National Society of Professional Engineers
- Member, American Society of Civil Engineers

Representative Project Experience

Hill Top Reservation Dog Park, Essex County, NJ - Mr. Adamson provided field surveying and topographical mapping services for the Dog Park at the Hill Top Reservation in the Borough of Montclair for Essex County. The plan was based on preliminary information relative to the site of the project. Survey lines extended a minimum of 50 feet beyond the perimeter of the required area to be improved. Mapping adequately depicted existing surface features, drainage facilities, underground utility services, trees larger than 6 inches and existing surface treatments. Contours were established at one-foot contour intervals for design purposes with spot grades at high points, low points and breaks in grade.

Von Nida Park Rehabilitation, Cooper's Ferry Partnership (CFP), NJ - Mr. Adamson provided land surveying services for the rehabilitation of Von Nida Park in the City of Camden. Von Nida Park is centrally located on Cooper's Hill and is one of the main focal points of the plan. The park is a mixture of passive and active recreation with flooding problems limiting the use of the park and making maintenance particularly difficult. The intent of the project is to resolve the flooding through the design and installation of a new sewer management system on the site, sanitary and stormwater systems and to improve the park by incorporating new amenities in conjunction with rehabilitating existing amenities. Flooding alleviation is the number one priority followed by items such as lighting, landscaping and defining the boundaries of the park.

Belleville Park Playground Replacement, Essex County, NJ - Mr. Adamson provided survey services for the replacement of the playground at Belleville Park. The new playground has a cherry blossom theme within the same area as the existing playground. The playground replacement was designed to be appealing to both genders and will consist of the complete demolition and removal of the entire playground, including all equipment and the addition of the below-listed items. The playground was also designed to be ADA compliant and conform to all local, State and Federal regulations. Amenities include: playing surfaces, rubberized safety surfaces with designs and a complementing theme; separate areas for children from ages two to five and from six to 12, dual height drinking fountain; benches and trash receptacles; durable play features, retaining walls, landscaping and stormwater management as necessary; benches, equipment, including but not limited to swings, slides, climbers and interactive musical instruments; and seating areas for parents.

Irvington Park Playground Improvements, Essex County, NJ - Mr. Adamson provided survey services for the replacement of playground equipment and ancillary items at Irvington Park. Playground improvements include: benches appealing to both genders; compliant with ADA, as well as all local, State and Federal regulations; rubberized safety surfaces with designs and a complementing theme; separate areas for children from ages two to five and from six to 12, dual height drinking fountain; benches and trash receptacles; signage, durable play features, play equipment; but not limited to swings, slides, climbers and interactive musical instruments; seating areas for parents; and seating walls, landscaping and stormwater management.

Warren Park Azalea Gardens, Union County, NJ - Mr. Adamson provided surveying for the landscape architecture, engineering, surveying and construction administration services for the restoration of the Azalea Garden, located in Warren Park, to its original Olmsted design. The garden is dedicated to the memory of Carlotta Brown of Summit, NJ (1879-1952), who helped create, and was a member of the Union County Park Commission. The garden contains hundreds of plants in many decades of maintained beds. RVE is preparing construction documents and obtaining necessary outside agency approvals, and will also consult with any local historical commissions and societies. The scope of services includes the review and research of historical drawings, documents, plans and other pertinent information documents including the identification of the species of the original Olmsted Azalea Garden. Additionally, a plant survey will be performed for the site to determine what is currently planted in the project area. A limited conventional survey will be performed at the Azalea Garden and immediately adjacent areas of the park. Existing condition base plans will be produced from this survey information as well as ongoing construction and field reconnaissance. Full-time construction inspection services will consist of submittal and shop drawing review and construction administrative services during the construction phase of the project.

Waterfront Park, Town of Guttenberg, NJ - Mr. Adamson provided land surveying services for the concept plan for a waterfront passive park as part of the Hudson River Waterfront Walk, which has very little open space or places for outdoor recreation. The river walk will fill a gap in the waterfront esplanade that runs from Bayonne to the south, north to Edgewater, near the George Washington Bridge.
Name: CHARLES EDWARD ADAMSON
Address: Haddonfield, NJ
Professional License Type: Engineer & Land Surveyor, Professional Land Surveyor
License No: 240540422700
License Status: Active
Status Change Reason: 
Issue Date: 11/4/2010
Expiration Date: 4/3/2020

Division of Consumer Affairs

Division Home
Consumer Protection
Licensing Boards
File a Complaint
Adopt a Rule
Proposals
Internship
Opportunities

Department
OAG Home
Contact OAG
FAQ OAG
OAG News
Services A-Z
FAQs

State
NJ Home
Services A-Z
Departments/Agencies
FAQs

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Legal Statement
Privacy Notice
Accessibility
Statement

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Sara Miller, EIT
Drainage Engineer

Overview
- Supports various civil engineering improvement projects
- Possesses invaluable professional and technical skills in the civil engineering field, utilizing them in such areas as highway design, stormwater management and drainage design, erosion and sediment control, site plan geometry and grading, preparation of contract specifications and cost estimates
- Experienced in architectural engineering and construction management

Work History
RVE experience: 2014 to present
Total experience: 16 years

Education
M.S., Civil Engineering, New Jersey Institute of Technology, 2017
B.S., Civil Engineering/Architectural Engineering, Drexel University, 2009

Certifications/Registrations
Engineer in Training, DE
UCC Subcode Officer

Representative Project Experience
Green Lane Park, Union County, NJ – Ms. Miller served as Project Engineer for engineering and construction inspection services for the construction of two new pocket parks and associated trails connecting the park with existing trails and open space. The first park is located as an extension to a Union Township owned roadway. The other pocket park consists of a playground along Green Lane. Amenities included improvements to the existing parking lot, a small outdoor fitness center, a rubber surfaced playground with areas for both younger and older children, a shade structure, restroom, seating and landscaping. Services consisted of preparing the construction documents and obtaining the necessary outside agency approvals for the project. Full-time inspection services were provided for the duration of the construction period. Work also included submittal of and shop drawing review services, as well as construction administration services during the construction phase of the project.

West Hudson Park Athletic Facility, Hudson County, NJ – Ms. Miller served as Project Engineer of the improvements to the athletic facilities at West Hudson Park in Harrison. The project included the upfitting of the existing natural grass athletic fields to a multi-purpose synthetic turf facility to accommodate a soccer field along with two baseball fields. New field amenities included backstop, dugouts, bleachers, a water fountain, lighting, additional drainage improvements, ADA compliant restroom building adjacent to the athletic fields and ADA compliant pathways that connect the new athletic facility and restroom building to the existing park pathway system were also included in the scope of work. A state-of-the-art press area/ concessions station was also designed within the park.

Multi-Purpose Synthetic Field Stephen Gregg (Bayonne) Park, Hudson County, NJ – Ms. Miller served as Civil/Structural Engineer for the multi-purpose synthetic turf field at an existing natural grass field in Stephen Gregg (Bayonne) Park located in the City of Bayonne, NJ. The new turf field included three soccer fields, as well as two softball fields. Additional improvements included floodlighting upgrades with LED fixtures, pre-fabricated outdoor equipment storage building, pedestrian and vehicle access and circulation improvements, stormwater management, and a new perimeter fence.

Belleville Park, Essex County, NJ – Ms. Miller served as Civil/Structural Engineer for the replacement of the playground at Belleville Park. The new playground will have a cherry blossom theme within the same area as the existing playground. The playground replacement was designed to be appealing to both genders and will consist of the complete demolition and removal of the entire playground, including all equipment and the addition of the following new items. The playground was designed to be ADA-compliant and conform to all local, State and Federal regulations. Amenities include: picnic areas; rubberized safety surfaces with benches and a complimentary bench; separate areas for children ages 2 to 5 and 6 to 12; dual height drinking fountain; benches and trash receptacles; dedicated play features; teaching walls, landscaping and stormwater management as necessary; signage; play equipment, including but not limited to swings, slides, slides, climbers and interactive musical instruments; seating areas for parents close to the playground and the design of all site improvements relating to the new playground, including fencing, grading, retaining walls, landscaping and drainage.

Brookdale Park Playground Replacement, Essex County, NJ – Ms. Miller served as Civil/Structural Engineer for the construction of a new playground at Brookdale Park in the Townships of Montclair and Bloomfield, NJ for Essex County. The scope of work for the new playground included demolition plans for the removal of the existing playground with legal disposal methods; design a new playground including fencing, compliance with ADA as well as all local, State and Federal regulations, a rubberized safety surface with designs and a complimentary bench; separate areas for children ages 2 to 5 and 6 to 12, dual height drinking fountain, benches and trash receptacles, signage and dedicated play features; play equipment, including swings, slides, climbers and interactive musical instruments; seating areas for parents close to the playground and the design of all site improvements relating to the new playground, including fencing, grading, retaining walls, landscaping and drainage.

Synthetic Turf Soccer Field at East Brook Middle School, Borough of Paramus, NJ – Ms. Miller served as Civil/Structural Engineer for the installation of a synthetic turf field at an existing soccer field at East Brook Middle School. The previously existing natural grass soccer field had an irrigation system and is surrounded by a cinder running track. The turf field reduces the maintenance of the field and allows for recreational events year-round without the need to have the field resurfaced without any play. Services consisted of the preparation of construction documents, advertisement of the project for public construction bids, and construction inspection services.

Recreation/Community Center at Anna L. Klein School, Town of Guttenberg, NJ – Ms. Miller provided civil/structural engineering services for the proposed 16,000 SF, three-level Recreation/Community Center addition to the Anna L. Klein School. The new addition will include a gymnasium, a game room and two floors of construction. The roof will be designed to include a rooftop park and accommodate a future floor level. The new building will include a gymnasium with spa and bleachers, dressing rooms and locker facilities, offices, 11 classrooms, a technology laboratory and two science laboratories.
Board of Chosen Freeholders
Passaic County Administration Building
401 Grand Street
Paterson, New Jersey 07505

PROJECT: Environmental Center at Rifle Camp Park
Borough of Woodland Park

AWARD OF CONSULTING SERVICES

Dear Members of the Board:

The County of Passaic requested a proposal for Consulting Professional Services for design services for the new Environmental Center at Rifle Camp Park project, located in the Borough of Woodland Park. The scope of design services to be provided includes preparation of conceptual designs, coordination with the project architect, design and preparation of construction plans and specifications, and construction support services for various site improvements in connection with the new Environmental Center. The anticipated site improvements will include construction of a parking lot and access drive, ADA compliance improvements, utility connections, stormwater drainage system, site lighting, fencing, and other related site improvements.

A proposal was received from the Remington & Vernick Engineers, of Secaucus, New Jersey in the total amount of $145,000.00.

This matter was discussed by the Public Works Committee on December 11, 2019 and an award of contract to Remington & Vernick Engineers is recommended to the full Board.

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution awarding a contract to Remington & Vernick Engineers, in the amount of $145,000.00 for the design of site improvements for the Environmental Center at Rifle Camp Park, subject to the availability of funds.

Very truly yours,

Jonathan C. Pera, P.E.
County Engineer

Chair, Public Works and Buildings & Grounds Committee
County Administrator
County Counsel
Director of Finance

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191228
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING PAYMENT TO PRECISION ELECTRIC MOTOR WORKS, INC. FOR PENDING 2019 AND ANTICIPATED 2020 INVOICES FOR MOTOR PUMPS INSPECTION, OVERHAUL, REWIND AND REPAIR SERVICES AT VARIOUS PASAIC COUNTY FACILITIES, 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Public Works

COMMITTEE NAME

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

Dated: December 30, 2019
 RESOLUTION AUTHORIZING PAYMENT TO PRECISION ELECTRIC MOTOR WORKS, INC. FOR PENDING 2019 AND ANTICIPATED 2020 INVOICES FOR MOTOR PUMPS INSPECTION, OVERHAUL, REWIND AND REPAIR SERVICES AT VARIOUS PASSAIC COUNTY FACILITIES

WHEREAS the Passaic County Board of Chosen Freeholders, by Resolution R-2018-1012 dated December 11, 2018, authorized an award of contract to Precision Electric Motor Works, Inc. of Clifton, N J for motor pumps inspections, overhaul, rewind and repair for the County of Passaic Buildings & Grounds Department, as per bid; and

WHEREAS the Passaic County Superintendent of Buildings & Grounds, by letter dated December 16, 2019 attached hereto and made part hereof, has requested the monetary amount of $75,000.00 be put aside to cover payment of pending invoices for electric motor maintenance at various Passaic County facilities for calendar year 2019 and for anticipated services in 2020, since the contract awarded to Precision Electric Motor Works, Inc. by Resolution R-2018-1012 on December 11, 2018 was only for a contract period of November 1, 2018 through October 31, 2020 for a total estimated award of $32,000.00; and

WHEREAS the Public Works and Buildings & Grounds Committee considered this matter at the December 11, 2019 meeting and recommended this resolution to the full Board for adoption; and

WHEREAS the Board of Chosen Freeholders is desirous of approving said payment of pending invoices for calendar year 2019 and those invoices anticipated for calendar year 2020, not included in the contract term of Precision Electric Motor Works, Inc. previously approved by Resolution R-2018-
1012 dated December 11, 2018 and authorizing the Purchasing Agent to issue the appropriate Purchase Order; and

WHEREAS a certification is attached indicating that funds are available for the above contemplated expenditure.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes payment to Precision Electric Motor Works, Inc., 18 Sebago Street, Clifton, NJ for pending electric motor repair and service invoices for 2019 and those anticipated for 2020 in the amount of $75,000.00 as described above and in the attached correspondence.

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

December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $75,000.00

APPROPRIATION: $20,000.00 – 9-01-20-112-001-207
$55,000.00 – Contingent upon availability of funds in 2020 adopted budget.

PURPOSE: Resolution authorizing payment to Precision Electric Motor Works, Inc. for pending 2019 and anticipated 2020 invoices.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC: fr
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE AWARD OF CONTRACT TO T. SLACK ENVIRONMENTAL SERVICES, INC., FOR HEATING OIL UNDERGROUND STORAGE TANK (UST) REMOVAL AT 80 HAMILTON STREET IN PATERN, NJ AS PER BID, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

___________________________________________________________

REVIEWED BY:

___________________________________________________________

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

___________________________________________________________

Michael H. Glovin, Esq.
COUNTY COUNSEL

Public Works

COMMITTEE NAME

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<td>12/30/2019</td>
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PRES.= present  ABS.= absent  MOVE= moved  SEC= seconded  AYE= yes  NAY= no  ABST.= abstain  RECU.= recuse

Dated: December 30, 2019
RESOLUTION AUTHORIZING THE AWARD OF CONTRACT TO T. SLACK ENVIRONMENTAL SERVICES, INC., FOR HEATING OIL UNDERGROUND STORAGE TANK (UST) REMOVAL AT 80 HAMILTON STREET IN PATERSON, NJ AS PER BID

WHEREAS bids were received by the County of Passaic on October 19, 2018 for on-call services for Underground (UST) and Above Ground Storage Tanks (AST) for the period of November 1, 2018 through October 31, 2020; and

WHEREAS due to the recent replacement of boilers at 80 Hamilton Street, the existing underground storage tank (UST) for heating oil (No. 2) is no longer required and will be removed; and

WHEREAS the Passaic County Engineering Department by letter dated December 13, 2019 is recommending that said T. Slack Environmental Services, Inc., be awarded a contract, as the lowest bidder (based upon Resolution R-2018-0925 dated November 20, 2018), in the amount of $17,349.50 which includes removal and disposal of remaining waste petroleum product, excavation, removal and disposal of tank, LSRP oversight, and preparation and submission of the appropriate reports required by NJDEP for closure of a UST; and

WHEREAS the Freeholder members of the Public Works and Buildings & Grounds Committee have reviewed this matter at their meeting on December 11, 2019 and recommend that it be approved by the entire Board; and

WHEREAS a certification is attached indicating the availability of funds for said expenditure.
NOW THEREFORE BE IT RESOLVED by the Board of
Chosen Freeholders of the County of Passaic that it hereby
authorizes the utilization of the services of T. Slack
Environmental Services, Inc., of Kenilworth, NJ to conduct the
heating oil underground storage tank (UST) removal at 80
Hamilton Street in Paterson, NJ for the sum of $17,349.50 in
conformity with the bid.

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

December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FollowS:

AMOUNT: $17,349.50

APPROPRIATION: C-04-55-157-006-901

PURPOSE: Resolution awarding contract to T. Slack for 5,000 gallon heating oil Underground Storage Tank Removal.

[Signature]
Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr
December 13, 2019

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

PROJECT: Heating Oil Underground Storage Tank (UST) Removal at
80 Hamilton Street, Paterson
On Call Services (Resolution R20180925), T. Slack Environmental Services, Inc.

AWARD OF CONTRACT

Dear Members of the Board:

On October 19, 2018, the County received bids for the On-Call Services for Underground Storage Tanks (UST) and Above Ground Tanks (AST) for the period of November 1, 2018 through October 31, 2020 (Resolution R20180925). Due to the recent replacement of boilers at 80 Hamilton Street, the existing underground storage tank (UST) for the heating oil (No. 2) is no longer required. Therefore, the existing 5,000 gallon heating oil UST will be removed. The scope of work includes removal & disposal of remaining waste petroleum product, excavation, removal and disposal of tank, LSRP oversight, and preparation and submission of the appropriate reports required by NJDEP for closure of a UST. T. Slack Environmental of Kenilworth, NJ was selected to perform the work based on the lowest bid prices of the County’s On-Call Testing Services proposal. The estimated cost of the work is $17,349.50, as outlined in T Slack’s proposal dated November 27, 2019.

This matter was discussed at the Public Works Committee meeting on December 11, 2019, 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 $17,349.50 for the removal of the heating oil Underground Storage Tank (UST) at 80 Hamilton Street, subject to the availability of funds.

Very truly yours,

Jonathan Pera, P.E.
County Engineer

cc: Chair, Public Works and Buildings & Grounds Committee
County Administrator
Director of Finance
November 27, 2019

Mr. Jonathan Pera
County of Passaic – Engineering
401 Grand Street, Room 524
Paterson, NJ 07505

Phone: 973-881-4450
Fax: 973-742-3936
E-mail: jonathanp@passaiccountynj.org

Job Scope: UST Removal
Job Site: Parking Lot, 80 Hamilton St., Paterson
Proposal No. TS-15281

Dear Mr. Pera,

T. Slack Environmental Services, Inc. is pleased to submit the following proposal for your review.

Scope of Work: T. Slack Environmental Services will remove one (1) 5,000 gallon heating oil UST located under a concrete pad in the parking lot at 80 Hamilton Street.

T. Slack will perform tank removal activities based on pricing from the UST & AST on-call services bid.

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<th>RATE</th>
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$12,079.00
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REMOVAL COST: $12,079.50
LSRP COST: $5,270.00

THIS QUOTE IS VALID FOR 60 DAYS

PAYMENT TERMS: Net due upon completion.

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,

[Signature]

Vincent D’Alessandro
Operations Manager

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191230
December 13, 2019

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

PROJECT: Heating Oil Underground Storage Tank (UST) Removal at
80 Hamilton Street, Paterson
On Call Services (Resolution R20180925), T. Slack Environmental Services, Inc.

AWARD OF CONTRACT

Dear Members of the Board:

On October 19, 2018, the County received bids for the On-Call Services for Underground Storage Tanks (UST) and Above Ground Tanks (AST) for the period of November 1, 2018 through October 31, 2020 (Resolution R20180925). Due to the recent replacement of boilers at 80 Hamilton Street, the existing underground storage tank (UST) for the heating oil (No. 2) is no longer required. Therefore, the existing 5,000 gallon heating oil UST will be removed. The scope of work includes removal & disposal of remaining waste petroleum product, excavation, removal and disposal of tank, LSRP oversight, and preparation and submission of the appropriate reports required by NJDEP for closure of a UST. T. Slack Environmental of Kenilworth, NJ was selected to perform the work based on the lowest bid prices of the County’s On-Call Testing Services proposal. The estimated cost of the work is $17,349.50, as outlined in T Slack’s proposal dated November 27, 2019.

This matter was discussed at the Public Works Committee meeting on December 11, 2019, 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 $17,349.50 for the removal of the heating oil Underground Storage Tank (UST) at 80 Hamilton Street, subject to the availability of funds.

Very truly yours,

Jonathan Pera, P.E.
County Engineer

cc: Chair, Public Works and Buildings & Grounds Committee
County Administrator
Director of Finance

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION QUALIFYING A POOL OF ENGINEERS, ARCHITECTS, LAND SURVEYORS, PLANNERS LANDSCAPE ARCHITECT, ENVIRONMENTAL HEALTH AND SAFETY/ENGINEERING CONSULTANT SERVICES RFQ-20-015 AS PER QUALIFICATIONS FOR CALENDAR YEAR 2020, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

________________________________________

REVIEWED BY:

________________________________________
Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

________________________________________
Michael H. Glovin, Esq.
COUNTY COUNSEL

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

Dated: December 30, 2019
RESOLUTION QUALIFYING A POOL OF ENGINEERS, ARCHITECTS, LAND SURVEYORS, PLANNERS LANDSCAPE ARCHITECT, ENVIRONMENTAL HEALTH AND SAFETY/ENGINEERING CONSULTANT SERVICES RFQ-20-015 AS PER QUALIFICATIONS FOR CALENDAR YEAR 2020

WHEREAS, there exists a need for Engineers, Architects, Land Surveyors, Planners Landscape Architect, Environmental Health and Safety/Engineering Consultant Services for the Passaic County Engineering Department; and

WHEREAS, the County issued public solicitation RFQ-20-015 for qualified organizations to perform these services, in accordance with “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, et seq.; and

WHEREAS, the responses to said public solicitation were received on October 25, 2019 and reviewed by the Committee previously established for that purpose by resolution R-06-97 adopted on February 14, 2006; and

WHEREAS, the Evaluation and Review Committee has found the following Consultants are qualified to perform the necessary services, on an as-needed basis:

ALAIMO GROUP CONSULTING, ENGINEERS
ARH ASSOCIATES
ASSOCIATED TECHNOLOGY, INC.
BECHT ENGINEERING BT, INC.
BOSWELL ENGINEERING
BRINKERHOFF ENVIRONMENTAL SERVICES, LLC
CHA DESIGN CONSTRUCTION
CLARKE CATON HINTZ
CME ASSOCIATES
COPPA MONTALBANO ARCHITECTS PC
CP PROFESSIONAL SERVICES
CREW ENGINEERS, INC.
CUMMING CONSTRUCTION MANAGEMENT
DEWBERRY
DYNAMIC TRAFFIC LLC
FEITLOWITZ & KOSTEN ARCHITECTS (FKA)
FOX ARCHITECTURAL DESIGN, PC
FRENCH & PARRELLO ASSOC, PA
GENESIS ENGINEERING
GEOD CORP.
GPI
GRANT ENGINEERING AND CONSTRUCTION GROUP, LLC
GZA GEOENVIRONMENTAL
HARDESTY & HANOVER, LLC
HEYER, GRUEL & ASSOCIATES, PA (HGA)
KC ENGINEERING
KELLER & KIRKPATRICK
KMA CONSULTING ENGINEERS
KS ENGINEERS
LAN ASSOCIATES
LANGAN
LEWIS CONSULTING GROUP
LOUIS BERGER
LS ENGINEERING ASSOCIATES CORPORATION
MALICK & SCHERER (M+S)
MASER CONSULTING
MCLAREN TECHNICAL SERVICES, INC.
MOTT MACDONALD
NEGLIA ENGINEERING ASSOCIATES
NETTA ARCHITECTS
NV5
PENNONI ASSOCIATES, INC.
PKB ENGINEERING
PRESTIGE ENVIRONMENTAL INC.
REMINSTON & VERNICK ENGINEERS
RSC ARCHITECTS
SSP ARCHITECTURAL GROUP, INC.
STANTEC
STRUCTURAL WORKSHOP, LLC
SUBURBAN CONSULTING ENGINEERS
T & M ASSOCIATES
TECHTÓNIC
TERRAPHASE ENGINEERING, INC.
TOPOLOGY NJ LLC
TYLIN INTERNATIONAL
USA ARCHITECTS
WHITMAN
WSP USA, INC.

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

WHEREAS, the Public Works and Buildings & Grounds
Committee has reviewed this matter at its December 11, 2019
meeting and recommended this resolution to the full Board for
adoption; and

NOW THEREFORE BE IT RESOLVED by the Board of Chosen
Freeholders of the County of Passaic that the above-referenced
consultants be qualified to provide the referenced service for calendar year 2020; and

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

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

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

December 30, 2019
December 18, 2019

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

Re: Calendar Year 2020 Professional Engineers, Architects, Land Surveyors, Planners, Landscape Architects, Environmental Health Specialists Consultants RFQ 20-015

Dear Members of the Board:

The County received professional qualifications from firms on October 25, 2019 in response to the County’s Request for Qualifications (RFQ 20-015) for Calendar Year 2020 Professional Engineers, Architects, Land Surveyors, Planners, Landscape Architects, Environmental Health Specialists Consultants.

My Office has reviewed the professional qualifications of all the firms submitted to the Request For Qualifications received on October 25, 2019 and have determined that firms on the attached listing are registered to practice in New Jersey as a professional service and all meet the minimum experience requirements in the RFQ.

This matter was discussed at the Public Works Committee meeting on December 11, 2019, and the attached list of firms for the Calendar Year 2020 Professional Engineers, Architects, Land Surveyors, Planners, Landscape Architects, Environmental Health Specialists Consultants is recommended to the full Board.

Very truly yours

Jonathan Pera, P.E.
County Engineer

/jcp

cc: Chair, Public Works and Buildings & Grounds Committee
County Administrator
County Counsel
Director of Finance
Director of Purchasing
RFQ 20-015
LIST OF PROFESSIONAL ENGINEERS, ARCHITECTS, SURVEYORS, PLANNERS, LANDSCAPE ARCHITECTS, AND ENVIRONMENTAL HEALTH/SAFETY CONSULTANTS FOR CALENDAR YEAR 2020

ALAIMO GROUP CONSULTING, ENGINEERS
ARH ASSOCIATES
ASSOCIATED TECHNOLOGY, INC.
BECHT ENGINEERING BT, INC.
BOSWELL ENGINEERING
BRINKERHOFF ENVIRONMENTAL SERVICES, LLC
CHA DESIGN CONSTRUCTION
CLARK CATON HINTZ
CME ASSOCIATES
COPPA MONTALBANO ARCHITECTS PC
CP PROFESSIONAL SERVICES
CREW ENGINEERS, INC.
CUMMING CONSTRUCTION MANAGEMENT
DEWBERRY
DYNAMIC TRAFFIC LLC
FEITLOWITZ & KOSTEN ARCHITECTS (FKA)
FOX ARCHITECTURAL DESIGN, PC
FRENCH & PARRELLO ASSOC, PA
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GEOD CORP.
GPI
GRANT ENGINEERING AND CONSTRUCTION GROUP, LLC
GZA GEOENVIRONMENTAL
HARDESTY & HANOVER, LLC
HEYER, GRUEL + ASSOCIATES, PA (HGA)
KC ENGINEERING
KELLER & KIRKPATRICK
KMA CONSULTING ENGINEERS
KS ENGINEERS
LAN ASSOCIATES
LANGAN
LEWIS Consulting Group
RFQ 20-015 LIST  Cont’d (page 2 of 2)

LOUIS BERGER
LS ENGINEERING ASSOCIATES CORPORATION
MALICK + SCHERER (M+S)
MASER CONSULTING
MCCLAREN TECHNICAL SERVICES, INC.
MOTT MACDONALD
NEGGLIA ENGINEERING ASSOCIATES
NETTA ARCHITECTS
NV5
PENNONI ASSOCIATES, INC.
PKB ENGINEERING
PRESTIGE ENVIRONMENTAL INC.
REMINGTON & VERNICK ENGINEERS
RSC ARCHITECTS
SSP ARCHITECTURAL GROUP, INC.
STANTEC
STRUCTURAL WORKSHOP, LLC
SUBURBAN CONSULTING ENGINEERS
T & M ASSOCIATES
TECHTONIC
TERRAPHASE ENGINEERING, INC.
TOPOLOGY NJ LLC
TYLIN INTERNATIONAL
USA ARCHITECTS
WHITMAN
WSP USA, INC.
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM

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

Agenda: RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC DEPARTMENT OF CULTURAL & HISTORIC AFFAIRS TO APPLY TO THE NATIONAL TRUST FOR HISTORIC PRESERVATION – AFRICAN AMERICAN CULTURAL HERITAGE ACTION FUND FOR DEY MANSION WASHINGTON’S HEADQUARTERS, 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:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Public Works

COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION AUTHORIZING THE COUNTY OF PASSAIC
DEPARTMENT OF CULTURAL & HISTORIC AFFAIRS TO
APPLY TO THE NATIONAL TRUST FOR HISTORIC
PRESERVATION – AFRICAN AMERICAN CULTURAL HERITAGE
ACTION FUND FOR DEY MANSION WASHINGTON’S
HEADQUARTERS

WHEREAS the County of Passaic Department of Cultural & Historic Affairs is desirous of applying to the National Trust for Historic Preservation – African American Cultural Heritage Action Fund for Dey Mansion Washington’s Headquarters for the continuation of research and programmatic planning on slavery at Dey Mansion Washington’s Headquarters; and

WHEREAS Grants awarded from the National Trust for Historic Preservation’s African American Cultural Heritage Action Fund are designed to advance ongoing preservation activities for historic places such as sites, museums, and landscapes representing African American cultural heritage and support work in Capital Projects, Organizational Capacity Building, Project Planning, and Programming and Interpretation; and

WHEREAS the Grant has a maximum award of $75,000.00 with a two-year project period and the Department of Cultural & Historic Affairs will request $50,000.00, which will cover the cost of historic research and necessary material for exhibition production, as noted in a letter to the Board dated December 19, 2019; and

WHEREAS the County of Passaic will not be required to match this grant request; and
WHEREAS this matter was discussed by the Freeholder members of the Public Works and Buildings & Grounds Committee at their meeting on December 11, 2019 and is recommended to the full Board for approval.

NOW THEREFORE BE IT RESOLVED that, pursuant to the terms set forth above, the Board of Chosen Freeholders of the County of Passaic hereby authorizes the Director of the County of Passaic Department of Cultural & Historic Affairs to apply to the National Trust for Historic Preservation – African American Cultural Heritage Action Fund for Dey Mansion Washington’s Headquarters.

BE IT FURTHER RESOLVED that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the Director and Clerk of the Board, as well as the Office of Passaic County Counsel, to execute any necessary documents to apply for the Grant as set forth above and also to receive funds accordingly.

December 30, 2019
County of Passaic  
Department of Cultural & Historic Affairs  
Dey Mansion, 199 Totowa Road, Wayne, NJ 07470  

Kelly C. Ruffel  
Director  

December 19, 2019  

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

RE: APPLICATION TO THE NATIONAL TRUST FOR HISTORIC PRESERVATION – AFRICAN AMERICAN CULTURAL HERITAGE ACTION FUND FOR DEY MANSION WASHINGTON’S HEADQUARTERS  

Members of the Board:  

We are seeking a resolution authorizing applying to National Trust for Historic Preservation African American Cultural Heritage Action Fund for the continuation of research and programmatic planning on slavery at Dey Mansion Washington’s Headquarters.  

Grants from the National Trust for Historic Preservation’s African American Cultural Heritage Action Fund are designed to advance ongoing preservation activities for historic places such as sites, museums, and landscapes representing African American cultural heritage. The fund supports work in four primary areas: Capital Projects, Organizational Capacity Building, Project Planning, and Programming and Interpretation.  

The grant has a maximum award of $75,000 with a two-year project period. The County does not have to match this funding. We will request $50,000 which will cover the costs of historic research, and necessary material for exhibition production. The Public Works and Building & Grounds Committee at their meeting of December 11, 2019 recommended that the full Board authorize applying for this grant.  

I encourage you to consider adopting this resolution to authorize our application to the National Trust for Historic Preservation. If you have any questions, please do not hesitate to contact me.  

Sincerely,  

Kelly C. Ruffel  
Kelly C. Ruffel, Director  
Cultural & Historic Affairs  

Introduced on: December 30, 2019  
Adopted on: December 30, 2019  
Official Resolution #: R20191232
GRANT APPLICATION REQUEST FORM

1. Grant Title: National Trust for Historic Preservation African American Cultural Heritage Action Fund

2. Funding Source: ☑ Federal ☐ State ☐ Other: ______

3. Description of Grant:
Resolution authorizing the Department of Cultural & Historic Affairs to apply to the National Trust for Historic Preservation African American Cultural Heritage Action Fund for continuation of slavery research and programmatic planning at Dey Mansion Washington's HQ.

4. Grant Period: From July 2020 To July 2021

5. Amount Requested: $ 50,000

6. Is a dollar match required? : ☐ Yes ☑ No

7. If yes, how much? : $ ______

8. Is the match: ☐ Monetary ☐ In-Kind (Identify): ______

9. Account #: ______

10. Is this a: ☑ New Program ☐ Existing Program ☐ Amendment

11. Grant Administrator (Name/Title/Department):

Kelly C. Ruffel, Director, Department of Cultural & Historic Affairs

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191232
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
          220
          401 Grand Street
          Paterson, NJ 07505

Agenda: RESOLUTION APPROVING SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE ON-CALL MISCELLANEOUS REPAIRS TO COUNTY BRIDGES AND CULVERTS FOR THE PERIOD OF FEBRUARY 1, 2020 TO DECEMBER 31, 2020, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Official Resolution# R20191233
Meeting Date 12/30/2019
Introduced Date 12/30/2019
Adopted Date 12/30/2019
Agenda Item I-53
CAF #
Purchase Req. #
Result Adopted

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Dated: December 30, 2019
RESOLUTION APPROVING SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE ON-CALL MISCELLANEOUS REPAIRS TO COUNTY BRIDGES AND CULVERTS FOR THE PERIOD OF FEBRUARY 1, 2020 TO DECEMBER 31, 2020

WHEREAS the Passaic County Department of Engineering has prepared the proposed bid specifications for the On-Call Miscellaneous Repairs to County Bridges and Culverts for the period of February 1, 2020 to December 31, 2020; and

WHEREAS by letter dated December 12, 2019 the Passaic County Engineer has recommended that the Board of Chosen Freeholders approve said specifications and authorize the Director of Purchasing to advertise and receive bids; and

WHEREAS this matter was discussed by the Freeholder members of the Committee for Public Works & Buildings & Grounds at a meeting on December 11, 2019 who are recommending approval by the entire Board.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby approves the specifications for the aforementioned project and authorizes the Director of Purchasing to advertise and receive bids for this project.

December 30, 2019
December 12, 2019

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

PROJECT: On-Call Miscellaneous Repairs to County Bridges and Culverts
For the Period of February 1, 2020 to December 31, 2020

AUTHORIZATION TO ADVERTISE AND RECEIVE BID PROPOSALS

Dear Members of the Board:

The County of Passaic must solicit proposals for on-call construction services to address needed repairs at various County bridges and culverts. The construction services scope of work includes repairs, rehabilitations, reconstructions, and improvements at specific bridges and culverts throughout the County. The work includes miscellaneous concrete spall repairs, joint repairs, structural repairs, curb and sidewalk repairs, roadway repairs, and removal/installation of guide rail, fence, and railing.

This matter was discussed at the Public Works Committee meeting on December 11, 2019 and the advertisement for bids for the on-call construction services is recommended to the full Board.

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution to authorize advertising for construction services for the On-Call Miscellaneous Repairs to County Bridges and Culverts for the Period of February 1, 2020 to December 31, 2020, subject to the availability of funds.

Very truly yours,

Jonathan Pera, P.E.
County Engineer

cc: Chair, Public Works and Buildings & Grounds Committee
County Administrator
County Counsel
Director of Finance
Director of Purchasing

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: 20191233
Public Meeting (Board Meeting)
Date: Dec 30, 2019 - 10:00 AM  Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING THE
ADVERTISEMENT AND RECEIPT OF BIDS FOR THE RIFLE CAMP PARK IMPROVEMENT PROJECT
(PHASE I) IN THE BOROUGH OF WOODLAND PARK, NEW JERSEY, ALL AS NOTED IN THE
RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

[Signature]
Anthony J. De Nova III
COUNTY ADMINISTRATOR

REVIEWED BY:

[Signature]
Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

[Signature]
Michael H. Glovin, Esq.
COUNTY COUNSEL

Public Works
COMMITTEE NAME

OFC Resolution
R20191234
Meeting Date 12/30/2019
Introduced Date 12/30/2019
Adopted Date 12/30/2019
Agenda Item I-54
CAF #
Purchase Req. #

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

Dated: December 30, 2019
WHEREAS the Passaic County Engineer’s Office has received the Plans and Specifications for the Rifle Camp Park Improvement Project (Phase I) located in the Borough of Woodland Park, NJ; and

WHEREAS the Office of the Passaic County Engineer has reviewed the Plans and Specifications and finds them to be in conformance with Passaic County engineering standards; and

WHEREAS by letter dated December 19, 2019 the Office of the Passaic County Engineer has recommended that the Board of Chosen Freeholders approve said Plans and Specifications and authorize the Director of Purchasing to advertise and receive bids; and

WHEREAS this matter was discussed by the Freeholder members of the Committee for Public Works & Buildings & Grounds via e-mail on December 18, 2019 who are recommending approval by the entire Board.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby approves the Plans and Specifications for the aforementioned project and authorizes the Director of Purchasing to advertise and receive bids for this project.

December 30, 2019
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  
December 19, 2019

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

PROJECT: Rifle Camp Park Improvement Project (Phase I)  
Borough of Woodland Park, Passaic County

AUTHORIZATION TO BID

Dear Members of the Board:

The County's consultant, RVE, of Secaucus, NJ, has prepared plans and specifications for Rifle Camp Park Improvement Project (Phase I), located in the Borough of Woodland Park.

The above-mention Project was discussed and recommended for approval via email by the Public Works Committee on December 18, 2019.

Therefore, our office recommends that the Board of Chosen Freeholders ADOPT the necessary RESOLUTION, authorizing the Department of Procurement to advertise and receive bids for this Project.

Very truly yours,

Jonathan Pera, P.E.  
County Engineer

/nnn
cc:  Chair, Public Works and Buildings & Grounds Committee  
County Administrator  
County Counsel  
Director of Finance  
Director of Purchasing

Introduced on: December 30, 2019  
Adopted on: December 30, 2019  
Official Resolution #: R20191234
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE HIGHLANDS PRESERVE – ATHLETIC FIELD IMPROVEMENTS PROJECT IN THE TOWNSHIP OF WEST MILFORD, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

________________________

REVIEWED BY:

________________________

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

________________________

Michael H. Glovin, Esq.
COUNTY COUNSEL

Committee Name

Dated: December 30, 2019
RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT
OF BIDS FOR THE HIGHLANDS PRESERVE – ATHLETIC
FIELD IMPROVEMENTS PROJECT IN THE TOWNSHIP OF
WEST MILFORD, NEW JERSEY

WHEREAS the Passaic County Engineer's Office has
received the Plans and Specifications for the Highlands Preserve
– Athletic Field Improvements Project located in the Township
of West Milford, N.J.; and

WHEREAS the Office of the Passaic County Engineer has
reviewed the Plans and Specifications and finds them to be in
conformance with Passaic County engineering standards; and

WHEREAS by letter dated December 19, 2019 the Office of
the Passaic County Engineer has recommended that the Board
of Chosen Freeholders approve said Plans and Specifications
and authorize the Director of Purchasing to advertise and
receive bids; and

WHEREAS this matter was discussed by the Freeholder
members of the Committee for Public Works & Buildings &
Grounds via e-mail on December 18, 2019 who are
recommending approval by the entire Board.

NOW THEREFORE BE IT RESOLVED by the Board of
Chosen Freeholders of the County of Passaic that it hereby
approves the Plans and Specifications for the aforementioned
project and authorizes the Director of Purchasing to advertise
and receive bids for this project.

December 30, 2019
Board of Chosen Freeholders  
Passaic County Administration Building  
401 Grand Street  
Paterson, New Jersey 07505  

PROJECT: Highlands Preserve – Athletic Field Improvements  
Township of West Milford, Passaic County  
AUTHORIZATION TO BID  

Dear Members of the Board:  

The County’s consultant, Alaimo Group, of Mt. Holly, NJ, has prepared plans and specifications for the Highlands Preserve – Athletic Field Improvement project located in the Township of West Milford.  

The above-mentioned Project was discussed and recommended for approval via email by the Public Works Committee on December 18, 2019.  

Therefore, our office recommends that the Board of Chosen Freeholders ADOPT the necessary RESOLUTION, authorizing the Department of Procurement to advertise and receive bids for this Project.  

Very truly yours,  

Jonathan Pera, P.E.  
County Engineer  

Chair, Public Works and Buildings & Grounds Committee  
County Administrator  
County Counsel  
Director of Finance  
Director of Purchasing
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AWARDING CONTRACT TO CLARKE CATON HINTZ FOR PROFESSIONAL CONSULTING SERVICES FOR PREPARATION OF PHASE III CONSTRUCTION DOCUMENTS FOR THE RESTORATION OF LAMBERT CASTLE AND CARRIAGE HOUSE IN PATerson, NEW Jersey, ALL AS NOTED IN THE RESOLUTION.

This resolution was requested by:

Reviewed by:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

Approved as to form and legality:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Public Works
COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION AWARDING CONTRACT TO CLARKE CATON HINTZ FOR PROFESSIONAL CONSULTING SERVICES FOR PREPARATION OF PHASE III CONSTRUCTION DOCUMENTS FOR THE RESTORATION OF LAMBERT CASTLE AND CARRIAGE HOUSE IN PATERSON, NEW JERSEY

WHEREAS there exists a need for Professional Consultant Services for the preparation of Phase III construction documents for the Restoration of Lambert Castle and its Carriage House located in Paterson, NJ; and

WHEREAS Clarke Caton Hintz, 100 Barrack Street, Trenton, NJ 08608 submitted a proposal dated September 24, 2018 (revised October 31, 2018), a copy of which is attached, for the necessary consulting services to be provided for a total fee of $430,760.00 and is being recommended by the Director of the Department of Cultural & Historic Affairs for Passaic County in a letter to the Board dated December 18, 2019, a copy of which is attached hereto and made a part hereof; and

WHEREAS the aforesaid was discussed by the Freeholder members of the Public Works and Buildings & Grounds Committee on December 11, 2019 and recommended to the full Board for approval; and

WHEREAS the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., requires that the resolution authorizing the award of contract for “Professional Services” without competitive bids and the contract itself must be available for public inspection; and

WHEREAS said Clarke Caton Hintz, by Resolution R-2019-0024 dated January 22, 2019, is qualified as a pool professional architect by a “Fair and Open” procedure as set forth in Pay to Play Law N.J.S.A. 19:44A-20.4 et seq.; and
WHEREAS a certification is attached which indicates that funds are available for the within contemplated expenditure.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that the professional services relating to the preparation of Phase III construction documents of Lambert Castle and its Carriage House located in Paterson, NJ be awarded to Clarke Caton Hintz in accordance with the terms and conditions set forth above; and

BE IT FURTHER RESOLVED that the Director, Clerk of the Board and County Counsel are hereby authorized to execute the necessary contract on behalf of the County of Passaic; and

BE IT FURTHER RESOLVED that this contract is awarded without competitive bidding as a “Professional Services” contract in accordance with N.J.S.A. 40A: 11-5(1)(a) of the Local Public Contracts Law because:

(1) The consulting firm is authorized and regulated by the law to provide the aforementioned services;

(2) The performance of the services are special in nature and require knowledge of an advanced type training, which said consulting firm possesses; and

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

December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $430,760.00

APPROPRIATION: C-04-55-162-001-902

PURPOSE: Resolution to award contract to Clark Caton Hintz for professional architectural services.

[Signature]
Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr
December 18, 2019

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

RE: AWARD OF CONTRACT TO CLARK CATON HINTZ FOR PROFESSIONAL SERVICES FOR PHASE III CONSTRUCTION DOCUMENTS OF LAMBERT CASTLE & ITS CARRIAGE IN PATERSON, NJ.

Members of the Board:

A proposal for professional services for the above referenced project were solicited, received, and reviewed. The project is to prepare construction documents for the restoration of Lambert Castle, located in Paterson, NJ. Clark Caton Hintz was prequalified for the calendar year of 2019. This project is being partially funded by the NJ Historic Trust.

Based upon the above, this office recommends that the Board of Chosen Freeholders adopt a resolution awarding a contract to Clark Caton Hintz in the amount of $430,760.00 for professional architectural services in connection with Lambert Castle, subject to the availability of funds. In addition, the Public Works and Building & Grounds Committee reviewed and recommended at its meeting of December 11, 2019, that the full Board authorize awarding this contract in effort to continue to preserve the County's historic structures. If you have any questions, please do not hesitate to contact me.

Sincerely,

Kelly C. Ruffel

Kelly C. Ruffel, Director
Cultural & Historic Affairs

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191236
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER:  Kelly C. Ruffel
   Telephone #: 973-706-6640

DESCRIPTION OF RESOLUTION:
Resolution to award contract to Clark Caton Hintz for professional architectural services to complete Construction Documents of Lambert Castle Carriage House

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: $ 430,760
   REQUISITION #: Pending
   ACCOUNT #: Pending

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  12/11/20

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191236
Ms. Kelly Ruffel, Director  
County of Passaic, Department of Cultural & Historic Affairs  
Dey Mansion  
195 Totowa Road  
Wayne, NJ 07470

September 24, 2018 (Revised October 31, 2018)

Re: Proposal to Complete Construction Documents and Construction Administration Services for the Lambert Castle and Carriage House

Dear Ms. Ruffel,

Clarke Caton Hintz is pleased to provide a proposal for completing Construction Documents and Construction Administration Services for Lambert Castle and Carriage House in Paterson, New Jersey. We have recently completed the Conditions Assessment and Feasibility Study for the Castle and Carriage House and look forward to the possibility of working with you to complete this important project!

As you know from our previous proposal, CCH and the entire design team have extensive experience working with community groups and various levels of government across New Jersey on a wide variety of historic preservation projects, including Preservation Plans, Historic Structures Reports and Conditions Assessments, as well as Construction Documents for the restoration, preservation and adaptive re-use of historic properties. For 40 years, CCH has developed a unique depth of architectural and planning experience, particularly with historic structures.

CCH is a multi-disciplinary design firm with unmatched experience dealing with many of the most sensitive design contexts in New Jersey. Our collaborative approach brings the perspectives of architects, historic preservationists, planners, urban designers, landscape architects and interior designers to bear on every project. Integrating this diverse and complimentary combination of professional views is fundamental to our design process. Each provides a particular perspective that, when brought together, adds immeasurably to the design process and the design product.

We are experts as working with and understanding existing and historic buildings and their contexts, and we are experts at how to re-use historic buildings so that they work beautifully for their new function while preserving their historic character. For the Lambert Castle project, we have put together a team of preservation and museum...
experts that have worked together numerous times, and that understands every aspect of these kinds of historic preservation projects.

The completed Conditions Assessment provides guidance for the Construction Documents, providing specific information about historic fabric and the features to be preserved, the conditions of the various building systems, and the overall scope of work. We understand the County has selected Concept 2 for the Carriage House from the Feasibility Study. Work on both the Castle and Carriage House will include, but not limited to, upgrading of building systems, restoration of interior, historic finishes within the Castle, interior and exterior repairs, programmatic improvements, accessibility upgrades, etc. The anticipated construction cost is $8.1 Million ($4.8 Million for the Castle; $3.3 Million for the Carriage House).

The team that we are proposing to work on the Construction Documents and Construction Administration for the Castle and the Carriage House is the same one that completed the work on the Conditions Assessment. The team is not only highly qualified, but has worked together on many previous historic preservation/adaptive reuse projects. Along with the most experienced historic preservation architects at CCH. We propose the following team:

**Historic Preservation Architects:** Clarke Caton Hintz; John D. S. Hatch, FAIA, LEED AP, Partner-in-Charge; Michael J. Hannahan, AIA, Project Manager; Thomas Ryan, Project Coordinator; James Girosi, Project Designer.

**Structural Engineers:** Harrison Hamnett, John Harrison, PE, President. Harrison Hamnett is New Jersey's premier structural engineering firm, particularly dealing when dealing with existing and historic buildings. Because of their expertise and common sense approach, we have worked with them almost exclusively for over twenty years. They will be a tremendous asset for any structural issues that arise.

**M/E/P Engineers:** Princeton Engineering Group, Ira Guterman, PE, President. PEG is a Mechanical, Electrical, Plumbing and Fire Protection (M/E/P/FP) consulting firm with a tremendous amount of experience working with existing and historic structures. They will design appropriate, unobtrusive, cost effective systems that will improve efficiency while taking into account the new functions as well as the historic fabric.

**Landscape Architects:** Clarke Caton Hintz; Michael Sullivan, ASLA, Partner. CCH will support the site/civil engineers by providing landscape architecture services to support the overall site design.
Site/ Civil Engineers: Pennoni, Todd Hay, PE, Vice President. Pennoni is a regional leader in engineering and have ongoing contracts with the County. They were included on the team for their familiarity with the site and expertise at historic sites.

Cost Estimators: Becker & Frondorf, John Frondorf, President. Becker & Frondorf are cost estimators with extensive experience working with CCH and estimating work in significant historic structures. They will be able to provide accurate cost information so that this project meets your budget goals.

Following is our cost proposal for completing all phases of the design work for this project. Please let me know if you have any questions or concerns. We look forward to the possibility of working with you on this exciting project!

Sincerely,

[Signature]

Michael J. Hanrahan, AIA
Associate Partner
Proposed Professional Service Fees

Per our recent conversation, CCH has revised the professional fees to accommodate three distinct phases of construction. The project phasing is proposed to be the exterior restoration of Lambert Castle; the interior renovation of Lambert Castle; and the complete renovation of the Carriage House together with the associated sitework. Clarke Caton Hintz proposes to perform the professional services for the phased restoration of Lambert Castle and renovations to the Carriage House for the lump sum fee of $704,245.00 (Seven Hundred Four Thousand Two Hundred Forty-Five Dollars even). In addition, we anticipate we will incur reimbursable expenses approximating $56,000.00. Reimbursable expenses are not included within our lump sum fee proposal and will be billed separately at direct cost to CCH.

The breakdown of our fees are as follows:

### Lambert Castle Exterior

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### Lambert Castle Interior

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### Carriage House

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**Assumptions / Exclusions:**

1. Our fee is based on three separate and distinct construction bid packages.

2. Professional fees and work excludes site design and landscape architecture for the historic garden areas surrounding Lambert Castle. Site work is limited to the connection between the Castle and Carriage House and the supporting parking lot at the Carriage House.

3. Additional insurance coverage required by the client for workers compensation, employer's liability insurance, comprehensive general, automobile, and professional liability insurance coverage beyond current policy coverages will be considered reimbursable expenses and billed to the client. Certificates of Insurance are included in the fee proposal.

8. Costs and fees to utility companies for the installation of new services: These will either be paid directly by the owner or as an allowance in the specifications which the contractor will use to pay the utilities on behalf of the owner.

9. Cost for preparing government funded equipment rebate applications.

10. Fees exclude any work for environmental (asbestos, lead, mold, etc.) design and remediation.

11. Our hourly rates are attached for reference.
December 18, 2019

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

RE: AWARD OF CONTRACT TO CLARK CATON HINTZ FOR PROFESSIONAL SERVICES FOR PHASE III CONSTRUCTION DOCUMENTS OF LAMBERT CASTLE & ITS CARRIAGE IN PATerson, NJ.

Members of the Board:

A proposal for professional services for the above referenced project were solicited, received, and reviewed. The project is to prepare construction documents for the restoration of Lambert Castle, located in Paterson, NJ. Clark Caton Hintz was prequalified for the calendar year of 2019. This project is being partially funded by the NJ Historic Trust.

Based upon the above, this office recommends that the Board of Chosen Freeholders adopt a resolution awarding a contract to Clark Caton Hintz in the amount of $430,760.00 for professional architectural services in connection with Lambert Castle, subject to the availability of funds. In addition, the Public Works and Building & Grounds Committee reviewed and recommended at its meeting of December 11, 2019, that the full Board authorize awarding this contract in effort to continue to preserve the County’s historic structures. If you have any questions, please do not hesitate to contact me.

Sincerely,

Kelly C. Ruffel

Kelly C. Ruffel, Director
Cultural & Historic Affairs
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM  Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AWARDING A CONTRACT TO HMR ARCHITECTS FOR PROFESSIONAL CONSULTING SERVICES FOR PREPARATION OF A CONDITIONS ASSESSMENT FOR THE EXTERIOR RESTORATION OF THE HISTORIC PASSAIC COUNTY COURT HOUSE IN PATERNON, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

______________________________
Anthony J. De Nova III
COUNTY ADMINISTRATOR

REVIEWED BY:

______________________________
Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

______________________________
Michael H. Glovin, Esq.
COUNTY COUNSEL

Official Resolution# R20191237
Meeting Date 12/30/2019
Introduced Date 12/30/2019
Adopted Date 12/30/2019
Agenda Item I-57
CAF #
Purchase Req. #
Result Adopted
FREEHOLDER PRES. ABS. MOVE SEC AYE NAY ABST RECU
Bartlett ✓ ✓ ✓ ✓
Lazzara ✓ ✓ ✓ ✓
Akhter ✓ ✓ ✓ ✓
Best Jr. ✓ ✓ ✓ ✓
Duffy ✓ ✓ ✓ ✓
James ✓ ✓ ✓ ✓
Lepore ✓ ✓ ✓ ✓

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

Dated: December 30, 2019
RESOLUTION AWARDING A CONTRACT TO HMR
ARCHITECTS FOR PROFESSIONAL CONSULTING SERVICES
FOR PREPARATION OF A CONDITIONS ASSESSMENT FOR
THE EXTERIOR RESTORATION OF THE HISTORIC PASSAIC
COUNTY COURT HOUSE IN PATerson, NEW JERSEy

WHEREAS there exists a need for Professional Consultant
Services for preparation of construction documents for a
conditions assessment for the exterior restoration of the historic
Passaic County Court House located in Paterson, NJ; and

WHEREAS HMR Architects, 821 Alexander Road in
Princeton, NJ 08540 submitted a proposal dated April 16, 2019, a
copy of which is attached, for the necessary architectural
consulting services to be provided for a total fee of $66,000.00
and is being recommended by the Director of the Department of
Cultural & Historic Affairs for Passaic County in a letter to the
Board dated December 18, 2019, a copy of which is attached
hereto and made a part hereof; and

WHEREAS the aforesaid was discussed by the Freeholder
members of the Public Works and Buildings & Grounds
Committee on December 11, 2019 and recommended to the full
Board for approval; and

WHEREAS the Local Public Contracts Law, N.J.S.A. 40A:11-
1, et seq., requires that the resolution authorizing the award of
contract for “Professional Services” without competitive bids and
the contract itself must be available for public inspection; and

WHEREAS said HMR Architects, by Resolution R-2019-
0024 dated January 22, 2019, is qualified as a pool professional
architect by a “Fair and Open” procedure as set forth in Pay to
Play Law N.J.S.A. 19:44A-20.4 et seq.; and

Res-Pg:1.57-2
Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191237
WHEREAS a certification is attached which indicates that funds are available for the within contemplated expenditure.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that the professional services relating to the preparation of a conditions assessment for the exterior restoration of the historic Passaic County Court House located in Paterson, NJ be awarded to HMR Architects in accordance with the terms and conditions set forth above.

BE IT FURTHER RESOLVED that the Director, Clerk of the Board and County Counsel are hereby authorized to execute the necessary contract on behalf of the County of Passaic; and

BE IT FURTHER RESOLVED that this contract is awarded without competitive bidding as a "Professional Services" contract in accordance with N.J.S.A. 40A: 11-5(1)(a) of the Local Public Contracts Law because:

(1) The consulting firm is authorized and regulated by the law to provide the aforementioned services;

(2) The performance of the services are special in nature and require knowledge of an advanced type training, which said consulting firm possesses; and

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

December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $66,000.00

APPROPRIATION: G-01-41-785-019-233

PURPOSE: Resolution to award contract to HMR Architects for professional architectural services.

[Signature]
Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC: fr
December 18, 2019

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

RE: AWARD OF CONTRACT TO HMR ARCHITECTS FOR PROFESSIONAL SERVICES FOR A CONDITION ASSESSMENTS FOR THE PASSAIC COUNTY COURT HOUSE

Members of the Board:

A proposal for professional services for the above referenced project were solicited, received, and reviewed. The project is to prepare a conditions assessment for the exterior restoration of the historic Passaic County Court House, located in Paterson, NJ. HMR Architects was prequalified for the calendar year of 2019. This project is being partially funded by the NJ Historic Trust.

Based upon the above, this office recommends that the Board of Chosen Freeholders adopt a resolution awarding a contract to HMR Architects in the amount of $66,000.00 for professional architectural services in connection with the Passaic County Court House, subject to the availability of funds. In addition, the Public Works and Building & Grounds Committee reviewed and recommended at its meeting of December 11, 2019, that the full Board authorize awarding this contract in effort to continue to preserve the County’s historic structures. If you have any questions, please do not hesitate to contact me.

Sincerely,

Kelly C. Ruffel

Kelly C. Ruffel, Director
Cultural & Historic Affairs
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Kelly C. Ruffel
   Telephone #: 973-706-6640

DESCRIPTION OF RESOLUTION:
Resolution to award contract to HMR Architects for professional architectural services to complete a Conditions Assessment for the Passaic County Court House

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: $ 66,000
   REQUISITION #: PENDING
   ACCOUNT #: PENDING

4. METHOD OF PROCUREMENT:
   □ RFP     ☑ RFQ   □ Bid
   □ Other: ________________________________

5. COMMITTEE REVIEW:          DATE: 12/11/19
   □ 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: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191237
April 16, 2019

Kelly C. Ruffel, Director
Department of Cultural & Historic Affairs
County of Passaic
199 Totowa Road
Wayne, NJ 07470

RE: Passaic County Courthouse
    Exterior Conditions Assessment

Dear Ms. Ruffel,

Enclosed please find our proposal for the Passaic County Courthouse Exterior Conditions Assessment. Thank you for the opportunity to submit this revised proposal. The expanded report will provide a valuable stepping stone for the County in beginning to undertake critical repairs at the courthouse. I should also note that the drawings we produce as part of this report will provide the basis for future construction documents. This initial step, which is necessary to begin to understand the full scope and costs of needed repairs, will also help to reduce the design cost for a future construction phase.

We have carefully considered the requirements of the revised scope of work and believe that the enclosed proposal meets the needs of the County in addressing the ongoing preservation of the historic Passaic County Courthouse.

Please don't hesitate to contact me with any questions. We look forward to hearing from you.

Sincerely,

[Signature]

Kurt Leasure
PROPOSAL: PASSAIC COUNTY COURTHOUSE, PATERSON, NJ  April 16, 2019
Exterior Conditions Assessment

The proposed Conditions Assessment will provide the County with a planning document for addressing conditions and material issues surrounding the exterior of the historic Passaic County Courthouse. Particular attention will be paid to the existing copper dome and ornamentation, subsequent coatings, windows, the structural frame and personnel safety and access. Additionally, our survey effort and condition documentation will focus on the cornice and balustrade of the building where there has been prolonged water infiltration that has resulted in extensive soiling and mortar loss, as well as damage to the existing stone elements. While the areas above are of particular concern, our survey and report will address conditions at the entire exterior of the building, including all stone elements, doors and windows, railings, accessibility, lighting and landscape features, to name some. The report will establish priorities for critical and aesthetic repairs and assign order of magnitude costs for each recommendation.

HMR Architects and their consultants meet or exceed the requirements of National Park Service Professional Qualification Standards 36 CFR Part 6, for Historic Architecture and Architectural History. All work will meet the Secretary of the Interior’s Standards for the Treatment of Historic Properties and the standards established by the NJ Historic Preservation Office.

We propose to undertake the work with a team of professionals experienced in historic structures, with whom we have extensive prior project experience. Our in-house team will be led by Principal Eric Holtermann, AIA. On-site survey, report writing and day-to-day project management will be led by Associate, Kurt Leasure. Additional assistance will be provided by architectural preservation staff members Julie Kroon and Sam Loos. Resumes are bound herein at the end of this proposal.

We have compiled the following specialized group of consultants to assist with various components of the report:

- Jablonski Building Conservation, Inc.
- 50 States Engineering
- Harrison-Hamnett Structural Engineers
- Chuck DiSanto, Sealant and Waterproofing Consultant
- International Consultants, Inc. (ICI), Cost Consultants

Jablonski Building Conservation will provide material analysis to determine the composition of the existing coating system and the best treatment approach to reestablishing an appropriate coating system. Additionally, they will provide stone cleaning recommendations, mortar analysis for future repairs, general stone treatment consultation and an assessment of the coating that has been applied at the balustrade. 50 States Engineering will provide drone services to assist with high access video and photographic documentation at the dome and building cornice. We have included an option for the collection of photogrammetric data that can be used for digital drawing production, if desired. Harrison-Hamnett Structural Engineers
HMR will provide an assessment of the existing structural armature to which the copper cladding is attached, as well as the system of personnel access and a structural assessment of the cornice and balustrade. HMR will work with Chuck DiSanto in the evaluation of the cornice, its construction and recommended sealants, as well as recommendations for future investigations and repairs, as appropriate. International Consultants, Inc. (ICI) will provide an order of magnitude cost estimate based on the recommendations of the report.

HMR has extensive experience with the above consultants and has demonstrated the successful completion of many significant historic preservation projects throughout the state of New Jersey.

We will begin our work with a thorough review of readily accessible archival documents related to the construction and repair of the courthouse with a focus on the cornice and dome. Existing drawings, historic photographs and other building related documents will be valuable in helping to understand the existing structure. Any documents discovered as a result of this effort will be shared with our consultant team.

Following the initial document review, we will schedule our first preliminary on-site survey day. This will likely be followed by a full survey day at which the entire project team will be present. All consultants will be scheduled on the same day in order to provide an opportunity for an initial on-site collaboration in reviewing the existing conditions. Additional days for follow-up survey will be scheduled on an as needed basis. All consultant access will be coordinated and scheduled with the County through HMR.

Access to the second level of the dome is not currently possible. Our assessment will be limited to what can be seen from below, from the interior and from data collected by the drone survey. Access to this level could be provided at substantial additional cost and we don’t believe it is warranted for the completion of the conditions assessment.

Based on the proposed scope of work, we anticipate submission of a draft report within 120 days of receiving authorization to proceed.

Scope of Consultant Services:

HMR Architects and our consultants will provide the following services in order to develop a clear prioritized planning document for the future preservation of the dome.

1. **Research of existing coating system:** This effort will be led by Mary Jablonski of Jablonski Building Conservation. This will attempt to identify the components of the existing system as well as the reason for the widespread failure of the system. Testing of the existing materials and conditions will occur at readily accessible lower sections of the dome.

2. **High Access Drone Survey:** Visual inspection of the inaccessible upper sections of the dome will be undertaken through the use of a drone. Additionally, they will provide
complete drone footage of the cornice and outside of the balustrade, which will be used by HMR to document conditions at these areas. These services will be provided by 50 States Engineering. We have provided optional services to collect data that would allow for the production of a 3D model of the dome. While this data is not necessary for the conditions assessment report, it would likely prove valuable for the County to have for future documentation and construction phases.

3. **Field Investigation and Documentation:** With our team of consultants, we will undertake a thorough investigation of the existing conditions of the dome. We will identify notable conditions, problems, and deficiencies and document them using digital photographs, written descriptions and illustrations, where appropriate. Condition quantities will also be noted to assist with preparation of the cost estimate.

We will prepare CAD drawings of the roof plan and each of the four elevations, as well as the back side of the balustrade and note/conditions of the masonry in order to provide quantifiable repair recommendations. HMR will complete this effort through survey of the balustrade from the roof, ground level survey with the use of high-powered binoculars, limited hands on survey during use of the high-lift equipment provided by the city, and drone footage provided by 50 States Engineering, which will also assist with preparation of CAD drawings. The completed conditions drawings will provide the basis for construction documents thus reducing the required design effort and cost in the future.

4. **Cornice Probe:** Part of our preparation of this proposal included consideration of whether or not a probe at the cornice is warranted to determine the likely construction technique and presence and condition of anchors, voids and other concealed conditions. Based on review of these considerations with Chuck DiSanto, we determined that the likely construction method could be determined through a high-lift evaluation of the cornice. Given the high cost and highly invasive nature of a probe of this type of cornice, our team decided that this should be considered only after an initial evaluation of the cornice was completed. Our report will include a recommendation as to whether or not a probe at the cornice is warranted and additional information on the approach to completing such work.

5. **Illustrated Report:** We will compile the results of our field investigation into an illustrated report with clear photographic documentation of representative conditions and annotated CAD plans and elevations. We will provide recommendations for the treatment and repair of the dome, stone masonry and other exterior elements in accordance with the Secretary of the Interior’s Standards for the Treatment of Historic Properties. As appropriate, we will address any code deficiencies pertaining to the condition of the dome, particularly related to personnel access and life safety.

6. **Cost Estimate:** ICI will prepare a phased cost estimate based on the recommendations of the report. The cost estimate can be prioritized, or phased, as appropriate per the recommendations of the report.

**Notes:**

1. It is our understanding that a bucket-truck or high-lift access will be provided by the County for access by our team to a section, or sections of the cornice. As such, our proposal does not include the cost for high lift access at the cornice. Our kick-off
meeting and preliminary survey should include input from County personnel providing the bucket-truck access so it can be coordinated for the follow-up survey and all access limitations and conditions are fully understood.

2. It is our understanding that the conditions assessment is intended to address the exterior dome rather than the interior stained-glass dome, which appears to be in good condition. We have not included and evaluation of the stained-glass or its support system.

3. Schedule: Our schedule assumes approximately four months for completion of a draft report and cost estimate with additional review time as needed. We would be available to start immediately upon authorization to proceed.

4. We will prepare invoices for our work on a monthly basis, based on the percentage of work completed by phase. Reimbursable expenses will be billed at cost without mark-up.

**Standard Hourly Rates:**
Additional work, if any, and approved in advance by County, will be billed at the following standard hourly rates. Typical office administrative time is included in hourly rates.

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December 18, 2019

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

RE: AWARD OF CONTRACT TO HMR ARCHITECTS FOR PROFESSIONAL SERVICES FOR A CONDITION ASSESSMENTS FOR THE PASSAIC COUNTY COURT HOUSE

Members of the Board:

A proposal for professional services for the above referenced project were solicited, received, and reviewed. The project is to prepare a conditions assessment for the exterior restoration of the historic Passaic County Court House, located in Paterson, NJ. HMR Architects was prequalified for the calendar year of 2019. This project is being partially funded by the NJ Historic Trust.

Based upon the above, this office recommends that the Board of Chosen Freeholders adopt a resolution awarding a contract to HMR Architects in the amount of $66,000.00 for professional architectural services in connection with the Passaic County Court House, subject to the availability of funds. In addition, the Public Works and Building & Grounds Committee reviewed and recommended at its meeting of December 11, 2019, that the full Board authorize awarding this contract in effort to continue to preserve the County’s historic structures. If you have any questions, please do not hesitate to contact me.

Sincerely,

Kelly C. Ruffel

Kelly C. Ruffel, Director
Cultural & Historic Affairs

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191237
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE VANDERHOEF HOUSE LANDSCAPE RESTORATION PROJECT IN CLIFTON, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Public Works

COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE VANDERHOEF HOUSE LANDSCAPE RESTORATION PROJECT IN CLIFTON, NEW JERSEY

WHEREAS the construction documents for the proposed site improvements around the Vanderhoef House located in Weasel Brook Park in Clifton, NJ have been prepared by the County's consultant, Connolly & Hickey Historical Architects; and

WHEREAS the Office of the Passaic County Engineer and the Passaic County Department of Cultural & Historic Affairs have reviewed the plans and documents and find them to be in conformance with Passaic County engineering standards; and

WHEREAS by letter dated December 18, 2019 the Director of the Cultural & Historic Affairs Department has recommended that the Board of Chosen Freeholders approve said plans and construction documents and authorize the Director of Purchasing to advertise and receive bids; and

WHEREAS this matter was discussed by the Freeholder members of the Committee for Public Works & Buildings & Grounds at a meeting held on December 11, 2019 who are recommending approval by the entire Board.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby approves the construction documents and plans for the aforementioned project and authorizes the Director of Purchasing to advertise and receive bids for this project.

December 30, 2019
December 18, 2019

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

RE: APPROVAL OF PLANS & SPECIFICATIONS, AUTHORIZATION TO BID FOR THE VANDERHOEF HOUSE LANDSCAPE RESTORATION PROJECT, CLIFTON, NJ

Members of the Board:

The County’s consultant, Connolly & Hickey Historical Architects, has designed and prepared construction documents for the proposed site improvements around the Vanderhoef House in Weasel Brook Park, Clifton, NJ. Between my office and the Department of Engineering, plans and specifications were reviewed and found to be in conformance with Passaic County and other Engineering Standards.

The Public Works and Building & Grounds Committee recommended that the full Board approve plans and specification and authorize the Department of Procurement to advertise and receive bids for this project. If you have any questions, please do not hesitate to contact me.

Sincerely,

Kelly C. Ruffel

Kelly C. Ruffel, Director
Cultural & Historic Affairs
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Kelly C. Ruffel
   Telephone #: 973-706-8640

   DESCRIPTION OF RESOLUTION:
   Resolution authorizing the advertisement and receipt of bids for site improvements at the Vanderhoef House

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:

   ☐ Administration & Finance
   ☐ Budget
   ☐ Health
   ☐ Human Services
   ☐ Law & Public Safety
   ☐ Planning & Economic Development
   ☑ Public Works  12/11/19

6. DISTRIBUTION LIST:
   ☐ Administration       ☐ Finance       ☐ Counsel
   ☐ Clerk to the Board   ☐ Procurement
Res-Pg:1.59-1

Passaic County Board of Chosen Freeholders

Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE JOHN W. REA HOUSE LANDSCAPE RESTORATION PROJECT IN HAWTHORNE, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Public Works
COMMITTEE NAME

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</thead>
<tbody>
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<td>12/30/2019</td>
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<tr>
<td>Introduced Date</td>
<td>12/30/2019</td>
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PRES.= present  ABS.= absent
MOVE= moved  SEC= seconded
AYE= yes  NAY= no  ABST.= abstain
RECU.= recuse

Dated: December 30, 2019
RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE JOHN W. REA HOUSE LANDSCAPE RESTORATION PROJECT IN HAWTHORNE, NEW JERSEY

WHEREAS the construction documents for the proposed site improvements around the John W. Rea House in Goffle Brook Park, Hawthorne, NJ have been prepared by the County's consultant, Clarke Caton Hintz; and

WHEREAS the Office of the Passaic County Engineer and the Passaic County Department of Cultural & Historic Affairs have reviewed the plans and documents and find them to be in conformance with Passaic County engineering standards; and

WHEREAS by letter dated December 18, 2019 the Director of the Cultural & Historic Affairs Department has recommended that the Board of Chosen Freeholders approve said plans and construction documents and authorize the Director of Purchasing to advertise and receive bids; and

WHEREAS this matter was discussed by the Freeholder members of the Committee for Public Works & Buildings & Grounds at a meeting held on December 11, 2019 who are recommending approval by the entire Board.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby approves the construction documents and plans for the aforementioned project and authorizes the Director of Purchasing to advertise and receive bids for this project.

December 30, 2019
December 18, 2019

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

RE: APPROVAL OF PLANS & SPECIFICATIONS, AUTHORIZATION TO BID FOR THE JOHN W. REA HOUSE LANDSCAPE RESTORATION PROJECT, HAWTHORNE, NJ

Members of the Board:

The County’s consultant, Clark Caton Hintz, has designed and prepared construction documents for the proposed site improvements around the John W. Rea House in Goffle Brook Park, Hawthorne, NJ. Between my office and the Department of Engineering, plans and specifications were reviewed and found to be in conformance with Passaic County and other Engineering Standards.

The Public Works and Building & Grounds Committee recommended that the full Board approve plans and specification and authorize the Department of Procurement to advertise and receive bids for this project. If you have any questions, please do not hesitate to contact me.

Sincerely,

Kelly C. Ruffel

Kelly C. Ruffel, Director
Cultural & Historic Affairs
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Kelly C. Ruffel
   Telephone #: 973-706-6640

   DESCRIPTION OF RESOLUTION:
   Resolution authorizing the advertisement and receipt of bids for site improvements at the John W. Rea House

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
   □ Law & Public Safety
   □ Planning & Economic Development
   ✔ Public Works  12/11/19

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191239
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM  
Location: County Administration Building  
220  
401 Grand Street  
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING A PUBLIC HEARING FOR THE ADVERTISEMENT AND SOLICITATION OF A PREQUALIFICATION OF BIDS FOR THE LAMBERT CASTLE & CARRIAGE HOUSE RESTORATION PROJECT AT GARRET MOUNTAIN RESERVATION IN PATerson, NEW JERSEY AS REQUIRED BY N.J.S.A. 40A:11-25, 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:

Michael H. Glovin, Esq.  
COUNTY COUNSEL

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</tr>
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Dated: December 30, 2019
RESOLUTION AUTHORIZING A PUBLIC HEARING FOR THE
ADVERTISEMENT AND SOLICITATION OF A
PREQUALIFICATION OF BIDS FOR THE LAMBERT CASTLE & CARRIAGE HOUSE RESTORATION PROJECT AT GARRET MOUNTAIN RESERVATION IN PATERSON, NEW JERSEY AS REQUIRED BY N.J.S.A. 40A:11-25

WHEREAS the Director for the Passaic County Department of Cultural & Historic Affairs is seeking a resolution authorizing a public hearing, as per N.J.S.A. 40A:11-25, for the advertisement and solicitation of a prequalification of bids for the Lambert Castle & Carriage House Restoration Project in Paterson, NJ; and

WHEREAS the prequalification is set forth by a requirement under the grant awarded for said Project from the NJ Historic Trust and the solicitation of a prequalification of bids was already authorized by Resolution R-2019-1056 dated November 18, 2019; and

WHEREAS by letter dated December 18, 2019 attached hereto and made part hereof, the Director of Cultural & Historic Affairs has recommended that the Board of Chosen Freeholders approve a resolution to authorize a public hearing for the solicitation of a prequalification of bids for the Project described above, which is required under N.J.S.A. 40A:11-25; and

WHEREAS this matter was discussed by the Freeholder members of the Committee for Public Works & Buildings & Grounds at a meeting on December 11, 2019 who are recommending approval by the entire Board.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby approves and authorizes a public hearing for the solicitation of prequalification of bids for the Lambert Castle & Carriage

December 30, 2019
December 18, 2019

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

RE: AUTHORIZATION FOR A PUBLIC HEARING FOR THE PREQUALIFICATION OF BIDS FOR LAMBERT CASTLE & CARRIAGE HOUSE RESTORATION PROJECT

Members of the Board:

We are seeking a resolution authorizing a public hearing for the solicitation of a prequalification of bids for the Lambert Castle & Carriage House Restoration project. This prequalification is set forth by a requirement under our grant with the NJ Historic Trust. The Public Works and Building & Grounds Committee at their meeting of December 11, 2019 recommended that the full Board authorize the prequalification.

If you have any questions, please do not hesitate to contact me.

Sincerely

Kelly C. Ruffel

Kelly C. Ruffel, Director
Cultural & Historic Affairs
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Kelly C. Ruffel
   Telephone #: 973-706-6640

DESCRIPTION OF RESOLUTION:
Resolution to authorize and advertise a public hearing for the pre-qualification of bids for the Lambert Castle & Carriage House Restoration Project

2. CERTIFICATION INFORMATION:
ATTACH A COPY OF THE REQUISITION FROM EDMUNDS

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

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

4. METHOD OF PROCUREMENT:
   ☐ RFP      ☐ RFQ      ☑ Bld
   ☐ Other: ________________________

5. COMMITTEE REVIEW:
   ☐ Administration & Finance  DATE:
   ☐ Budget
   ☐ Health
   ☐ Human Services
   ☐ Law & Public Safety
   ☐ Planning & Economic Development
   ☑ Public Works  12/11/19

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191240
Lambert Castle & Carriage House
Restoration & Rehabilitation
Paterson, Passaic County, New Jersey

Prequalification Regulations

October 28, 2019

Department of Community Affairs
Division of Local Government Services

Email: lpcl@dca.nj.gov
Telephone: (609)292-6110

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191240
# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Cover</th>
<th>TOC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Table of Contents</td>
<td>I to I-4</td>
</tr>
<tr>
<td>Project Fact Sheet</td>
<td>N-1 to N-3</td>
</tr>
<tr>
<td>Statement of General Notice</td>
<td>QS-1 to QS-4*</td>
</tr>
<tr>
<td>Questionnaire</td>
<td>C-1*</td>
</tr>
</tbody>
</table>

*These pages are to be completed in full and submitted.
**PROJECT FACT SHEET**

<table>
<thead>
<tr>
<th><strong>Complete Name of Project:</strong></th>
<th>Lambert Castle and Carriage House - Restoration and Rehabilitation</th>
</tr>
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<tbody>
<tr>
<td><strong>Location:</strong></td>
<td>3 Valley Road, Paterson, NJ 07503</td>
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<tr>
<td><strong>Owner:</strong></td>
<td>County of Passaic</td>
</tr>
<tr>
<td><strong>Phone:</strong></td>
<td>973-706-6640</td>
</tr>
<tr>
<td><strong>Email Address:</strong></td>
<td><a href="mailto:kellyr@passaicountynj.org">kellyr@passaicountynj.org</a></td>
</tr>
<tr>
<td><strong>Owner's Project Manager:</strong></td>
<td>Kelly C. Ruffel, Director, Department of Cultural &amp; Historic Affairs, County of Passaic</td>
</tr>
<tr>
<td><strong>Phone:</strong></td>
<td>973-706-6640</td>
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<tr>
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<td><a href="mailto:kellyr@passaicountynj.org">kellyr@passaicountynj.org</a></td>
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<tr>
<td><strong>Architect:</strong></td>
<td>Clarke Caton Hintz, P.C.</td>
</tr>
<tr>
<td><strong>Phone:</strong></td>
<td>609-883-8383</td>
</tr>
<tr>
<td><strong>Email Address:</strong></td>
<td>Michael J. Hanrahan, AIA (<a href="mailto:mhanrahan@cchnj.com">mhanrahan@cchnj.com</a>)</td>
</tr>
<tr>
<td><strong>Project Funding:</strong></td>
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**Background Information:**

Constructed in 1892 as the home and showplace of silk manufacturer Catholina Lambert, the 53-acre estate originally included the mansion, gatehouse, carriage-green house complex, and formal Italianate gardens. Four years later, Lambert added an art gallery and observation tower. The property is now owned by the County of Passaic and is an integral part of the Garret Mountain Reservation.

Lambert was born to working class parents in England in 1834. At the age of 17, the future silk magnate emigrated to America. Lambert settled in the Boston area and was hired as a bookkeeper for the silk firm of Tilt and Dexter. Tilt withdrew from the firm, and Dexter loaned Lambert the necessary funds to buy into the partnership. The firm, now known as Dexter, Lambert & Co., relocated its base of operations to Paterson. In 1867 Paterson was emerging as a world-class silk manufacturing center.
Lambert's business thrived from 1875 to 1890. To accompany his rise in fortune, Lambert decided to build a new home befitting his station as one of Paterson's leading industrialists. "Belle Vista" was constructed of sandstone, much of it quarried from Garret Mountain. Construction took a year to complete and is estimated to have cost between $200,000 and $500,000. The interior of the Castle was organized around a three-story open atrium called the "court." It was here that Lambert displayed many of his prized European and American paintings. His collection included works by Rembrandt, Renoir, Courbet, Monet, and Blake. The interior of the Castle reflected the eclectic styles of the Gilded Age.

In 1914, financial problems forced Lambert to mortgage his estate and art collection. Several hundred items were auctioned at the Plaza Hotel in New York City. Lambert died in 1923, a few weeks shy of his 90th birthday. His son and heir, Walter, inherited the Castle and sold the furnishings, and later the Castle itself for $125,000 to the City of Paterson. In November of 1928, the Passaic County Park Commission (dissolved in the late 1980s) purchased the Castle and its surrounding lands (Garret Mountain) from the City of Paterson.

Lambert Castle has been occupied for nearly 85 years by the Passaic County Historical Society, a non-profit corporation established in 1926, whom continues to use the building as a museum, library, and meeting space. Much of its surrounding infrastructure was demolished in the 1930's. The carriage house for example, was rebuilt, reworked, and dedicated as Park Commission offices in the 1930's. When the Park Commission was abolished in 1987, the Passaic County Sheriff Officers began to utilize the carriage house for motor vehicle support activities. While the building still serves as a motor pool, the Passaic County Sheriff Officers will be relocating out of the carriage house by the end of 2018, leaving the structure open to potentially serve as the new archives for the Passaic County Historical Society.

Although the County embarked upon a $5-million-dollar restoration project in 1995, Lambert Castle and the Carriage House are now exhibiting certain conditions that require substantial and immediate interventions.

Lambert Castle is one of several rare examples of the fully developed form of castellated residential architecture in America. Architecturally, the Castle holds much interest for visitors. It is believed to have been designed by Catholines Lambert, the owner, with the assistance of John C. Ryle, a textile manufacturer. Neither Lambert nor Ryle would have had the benefit of a professional architectural education; yet, the Castle certainly is satisfying with respect to the ancient Vitruvian principles of "firmness, commodity and delight." Lambert's architectural source originated in England where castellated country seats were an important prototype. By the 1890's, the practice of building sham castles was being attacked by leading English architects such as Augustus Pugin and others, but those like Lambert who wanted castles built them.
The landscaping is also significant. First, the original site work of Lambert's era created a spectacular setting for the Castle. Then, when the Passaic County Park Commission expanded the site and incorporated it into a highly advanced regional park system, a fine naturalistic site plan was realized. The 1930's work was executed to the designs of the Olmsted Brothers firm, the leading landscape architects of the period. In recognition of Lambert Castle's historic and architectural significance, it was listed on the New Jersey Register (November 25, 1975) and the National Register of Historic Places (June 3, 1976).

Project Objective:

The project is conceived to respond to the recommendations of the report “Conditions Assessment and Feasibility Study,” prepared by Clarke Caton Hintz Architects, dated August, 2018. The report identified the key historic elements to be preserved and suggested improvements to be made for the continued use and future expansion of Lambert Castle and the Passaic County Historic Society Archives. Using this information as a guide, construction documents have been prepared that address the necessary restoration efforts required to preserve the building, and necessary building systems upgrades permitting continued use.

The project is multi-phase project. The Castle exterior and interior will be faithfully restored to the period of significance. Work includes masonry repair, window replacement, roof replacement, HVAC modifications and the restoration of historic finishes. Additional lighting will be provided to serve the museum art collection. The second phase of work includes the adaptive reuse of the Carriage House and service buildings. The structures will be restored and adapted to provide much needed office and administrative space for the Historic Society and County. Site improvements will be addressed in the second phase of work.

All work done on this project must conform to the Secretary of the Interior’s Standards for the Treatment of Historic Properties (issued 1995, updated 2017).

Scope of Work:

This project includes rehabilitation of the exterior and interior of Lambert Castle, repairs and modifications to the mechanical system, and replacement of the roof and windows. The interior work shall include restoration of the existing finishes, replacement restroom fixtures and finishes and the installation of historically appropriate LED light fixtures.

The following is a brief description of the key elements included in the scope of work.

1. **Project Supervision and Administration of Historic Preservation Projects:**
   Provide supervision, administration, mockups, protection, and treatment procedures in accordance with the construction documents.

2. **Selective Demolition:**
   a. **Exterior:** Repair deteriorated brownstone masonry, remove and replace historic wood windows, replace membrane and metal roofing. Perform all demolition as indicated on the construction documents.
   b. **Interior:** Remove all existing lighting. Remove flooring and/or provide new openings as required for new mechanical, electrical, and plumbing systems. Demolish portions of the existing plaster walls and ceilings as required for new mechanical, electrical, and plumbing systems. Perform all demolition as indicated on the construction documents.

3. **Masonry Repair for a Historic Building:**
   All masonry surfaces are to be washed and select areas tooled and patched. Areas are noted on construction documents.

4. **Paint Restoration for a Historic Building:**
   All restoration of historic paint must be provided in accordance with the construction documents and historic finishes analysis. Work includes mural restoration and matching of historic colors and metallic glazing.

5. **Gypsum Plaster Restoration:**
   All restoration of gypsum plaster must be provided in accordance with the construction documents. Patching and repairing of the existing plaster will be required for the installation of new mechanical, electrical, and plumbing systems.

6. **Door Hardware:**
   New hardware shall be provided at new and existing doors in accordance with the contract documents. Modification of the existing doors will be required for the installation of new hardware.

7. **Electrical Installation in a Historic Building:**
   New lighting and electrical devices will be installed throughout, as indicated in the construction documents. The contractor is responsible for trenching and patching all walls and ceilings as required for new electrical equipment.

8. **Mechanical Installation in a Historic Building:**
   Mechanical scope consists of repair and modifications to the existing heating and cooling system. The contractor is responsible for demolishing and patching all wall and ceiling finishes as required for new mechanical equipment.
9. **Plumbing Installation in a Historic Building:**
   Plumbing scope consists of a new pantry sink, and new restroom fixtures. The contractor is responsible for trenching and patching all walls and ceilings as required for new plumbing equipment.

10. **Fire Alarm Installation in a Historic Building:**
    Modify the existing fire alarm system as required for new interior layout. The contractor is responsible for trenching and patching all walls and ceilings as required for new fire alarm equipment.

11. **Window Replacement in a Historic Building:**
    All existing windows to be removed and replaced per the contract drawings. New all wood windows are to be installed and new wood transoms provided for the reinstallation of stained glass transom panels.
PREQUALIFICATION REGULATIONS FOR
Lambert Castle and Carriage House
Paterson, Passaic County, NJ

STATEMENT OF GENERAL NOTICE

Lambert Castle is located at 3 Valley Road, Paterson, Passaic County, NJ 07503. The property is listed on the New Jersey and National Registers of Historic Places. All work done on this project must conform to the Secretary of the Interior’s Standards for the Treatment of Historic Properties (2017), and is subject to review by the New Jersey Historic Trust, as well as other agencies including but not limited to the State Historic Preservation Office, or the or the historic review body of the municipal authority.

The scope of work consists of a single prime contract for: General conditions; acquisition of all required permits; provision of temporary facilities and controls; selective demolition, rough carpentry, finish carpentry, finish restoration, thermal insulation, wood doors, door hardware, maintenance of painting and coatings, new / restored interior gypsum plaster, drywall, new / restored wood flooring, painting, metal restoration, specialties, and alterations to the MEP-FA systems according to the Project Manual, plans and specifications.

The principal activities involved in this project include:

1. Project Supervision and Administration of Historic Preservation Projects
2. Selective Demolition for a Historic Building
3. Masonry Repair for a Historic Building
4. Paint Restoration for a Historic Building
5. Gypsum Plaster Restoration
6. Door Hardware
7. Electrical Installation in a Historic Building
8. Mechanical Installation in a Historic Building
9. Plumbing Installation in a Historic Building
10. Fire Alarm Installation in a Historic Building
11. Window Replacement in a Historic Building
The architect for this project is Clarke Caton Hintz, 100 Barrack Street, Trenton, NJ, 08608, phone (609)883-8383, mhanrahan@cchnj.com. The owner’s project contact is Kelly Ruffel, Director of Cultural and Historic Affairs, 199 Totowa Rd, Wayne, NJ 07470, phone 973-706-6640, kellyr@passaiccountynj.org. A Fact Sheet(s) describing the project and scope of work is included in the documentation. Bidder’s prequalification packages are available for pickup at the Passaic County Purchasing Department. A set of plans and specifications will also be available for inspection at the project site (Lambert Castle). All prospective bidders are encouraged but not required to visit the project site.

Prospective bidders must submit a completed Qualifications Statement as set forth in the regulations. A completed Bidder’s Qualifications Statement must be submitted in triplicate (3 copies) to the County of Passaic Board of Chosen Freeholders, 495 River St, Paterson, NJ 07524, by (TBD) XX:XX am prevailing time on (TBD) (Day), (Month) (Date), 2019. Failure to complete the Bidder’s Qualifications Statement could result in disqualification of the prospective bidder.

The qualifications of prospective bidders will be evaluated by representatives of the County of Passaic, the New Jersey Historic Trust and the project architect(s) in accordance with the Evaluation Criteria set forth therein. Prospective bidders whose Bidder’s Qualifications Statements are determined to be acceptable will be identified as Qualified Bidders.

The County of Passaic will notify in writing the Prospective Bidders who have been determined to be Qualified Bidders. The County’s governing body will issue bid proposal forms, plans and specifications only to Qualified Bidders. Only bids received from Qualified Bidders will be opened.

The successful Prequalified Bidders must submit with the bid the name or names of all subcontractors to whom the bidder will subcontract and evidence of performance surety for themselves as well as all subcontractors.

STATEMENT OF BIDDER’S QUALIFICATIONS/CRITERIA FOR EVALUATING PROSPECTIVE BIDDERS

The following six (6) criteria will be used for evaluating the qualifications of prospective bidders. The evaluation will be based on information in the Statement of Qualifications provided by prospective bidders as well as information supplied by the bidders’ references.

(1) The prospective bidder, acting as general contractor, will be required to demonstrate verifiable, successful experience in Historic Preservation Projects. This experience shall include at least two (2) projects involving separate historic buildings or sites of similar activities and scope of work as the subject project, completed in compliance with the Secretary of the Interior’s Standards for the Treatment of Historic Properties (1995 or 2017) within the past five (5) years.
preceding the date of the execution of this Qualifications Statement. At least one
of the projects must have been reviewed by a State Historic Preservation Office,
or New Jersey Historic Trust, or the historic review body of the municipal
authority. Each project must be at least $2,500,000.

(2) The prospective bidder’s proposed project superintendent/manager will be
required to demonstrate verifiable, successful experience in Project Supervision
and Administration of Historic Preservation Projects. This experience shall
include at least two (2) projects involving separate historic buildings or sites of
similar activities and scope of work as the subject project, completed in
compliance with the Secretary of the Interior’s Standards for the Treatment of
Historic Properties (1995 or 2017) within the past five (5) years preceding the
date of the execution of this Qualifications Statement. At least one of the projects
must have been reviewed by a State Historic Preservation Office, or New Jersey
Historic Trust, or the historic review body of the municipal authority. Each
project must be at least $2,500,000.

(3) The prospective bidder must not have wrongfully defaulted on a contract or had
work terminated for non-performance within the past (5) years.

(4) The prospective bidder must not have been denied a consent of surety, a bid bond,
or a performance bond within the past twelve (12) months, based on the bidder’s
inability to meet a surety’s reasonable underwriting standards.

(5) The prospective bidder must provide the name and title of all principal members
of prospective bidder’s staff, and indicate the availability of each of those
principal members for this particular project.

(6) On all projects currently underway, the prospective bidder must demonstrate the
following:

a. Adherence to the project completion schedule mutually agreed upon between
the contractor and the client. Deviation from the schedule must be due to
factors outside of the contractor’s control.
b. Lack of workmanship defects resulting from a failure to build a structure or
component part of a structure pursuant to architectural and engineering plans
and specifications.
c. Timely submittal of shop drawings, product literature, samples, mock-ups,
requests for information and applications for payment.
Bidder’s Questionnaire

This form must be completed and submitted by prospective bidders who wish to be considered for the project. Failure to complete the Bidder’s Questionnaire could result in disqualification of the prospect bidder. Attachments to this sheet are acceptable (please label properly).

1. Name and Address of Firm: __________________________________________________________

2. Under what other name(s) has your business operated? ________________________________

3. Business form (corporation, partnership, LLC, etc.) ________________________________
   Date of formation: _______________________________________________________________
   Principal location: _______________________________________________________________
   Names and Titles of corporate officers, LLC members, or partners and their number of years with the business:
   _____________________________________________________________________________

4. Has your firm or any predecessor firm defaulted on a contract or had work terminated for non-performance within the last five (5) years? If so, on a separate sheet describe the project, owner, date, and circumstances/reasons.

5. Has your firm or any predecessor firm been denied a consent of surety, a bid bond, or a performance bond within the past twelve (12) months? If so, on a separate sheet describe the circumstances/reasons.

6. General Contractor:
   
   Provide evidence of successful experience on at least two (2) projects involving separate historic buildings or sites of similar activities and scope of work as the subject project, completed in compliance with the Secretary of the Interior’s Standard for the Treatment of Historic Properties (1995/2017) within the past five (5) years preceding the date of the execution of the Bidder’s Questionnaire. At least one of these projects must have been reviewed by a State Historic Preservation Office, or New Jersey Historic Trust, or the historic review body of the municipal authority. Each project must be at least $2,500,000.
Project #1

Project Name:  
Location:  
Construction Cost:  
Completion Date:  
Approximate Construction Date of the Historic Building or Site:  
Project Superintendent/Manager:  
Scope of Work and Nature of Project:  

Owner:  
Owner's Contact Person:  
Phone:  Fax:  
Email Address:  
Architect:  
Architect's Contact Person:  
Phone:  Fax:  
Email Address:  
Historical Review Agency:  

Project #2

Project Name:  
Location:  
Construction Cost:  
Completion Date:  
Approximate Construction Date of the Historic Building or Site:  
Project Superintendent/Manager:  
Scope of Work and Nature of Project:  

Owner:  
Owner's Contact Person:  
Phone:  Fax:  
Email Address:  
Architect:  
Architect's Contact Person:  
Phone:  Fax:  
Email Address:  
Historical Review Agency:  

Introduced on: December 30, 2019  
Adopted on: December 30, 2019  
Official Resolution: R20191240  
Lambert House and Carriage House - Restoration and Rehabilitation  
QS-2
7. **Proposed Project Superintendent/Manager:**

Provide evidence of successful experience on at least two (2) projects involving separate historic buildings or sites of similar activities and scope of work as the subject project, completed in compliance with the Secretary of the Interior’s Standards for the Treatment of Historic Properties (1995/2017) within the past five (5) years preceding the date of the execution of the Bidder’s Questionnaire. At least one of these projects must have been reviewed by a State Historic Preservation Office, or New Jersey Historic Trust, or the historic review body of the municipal authority. Each project must be at least $2,500,000.

Name and Address of Project Superintendent/Manager:

---

**Project #1**

Project Name: 
Location: 
Construction Cost: 
Completion Date: 
Approximate Construction Date of the Historic Building or Site: 
Scope of Work and Nature of Project: 
---

Owner: 
Owner’s Contact Person: 
Phone: 
Fax: 
Email Address: 
Architect: 
Architect’s Contact Person: 
Email Address: 
Phone: 
Fax: 
Historical Review Agency: 
---

**Project #2**

Project Name: 
Location: 
Construction Cost: 
Completion Date: 
Approximate Construction Date of the Historic Building or Site: 
Scope of Work and Nature of Project: 
---

Owner: 
Owner’s Contact Person: 
Phone: 
Fax: 
Email Address: 
Architect: 
---
8. Provide a list of the names, titles, and years of experience of all principal members of the prospective bidder’s staff who will be available and assigned to this particular project.

9. **General Contractor:**

**PROVIDE THE FOLLOWING INFORMATION ON ALL CURRENT PROJECTS IN PROGRESS:** (If necessary, include additional sheets.)

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<th>Location:</th>
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<td>Architect’s Contact Person:</td>
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CERTIFICATION
I (We) the undersigned certify the truth and correctness of all statements and answers contained herein.

DATE: ____________________________________________

NAME OF POTENTIAL BIDDER: _____________________________

ADDRESS OF BIDDER: ______________________________________

TELEPHONE AND FAX: ______________________________________

EMAIL ADDRESS: __________________________________________

BY (sign name and title): _____________________________________
(Print/type name and title):

WITNESSED: (If a Corporation, by the secretary of the corporation)
BY (sign name, no stamps): _________________________________
(Print/type name and title): _________________________________

Subscribed and sworn to before me
this ______ day of ____________________, 20____

(Seal)

Notary Public of the State of
My commission expires

____________________________________________________________________________________

Lumberyard and Carriage House - Restoration and Rehabilitation  C-1
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AWARDING CONTRACT TO PENNONI ASSOCIATES INC. FOR ASBESTOS ABATEMENT MONITORING AS IT PERTAINS TO THE RESTORATION OF LAMBERT CASTLE AND CARRIAGE HOUSE IN PATERN, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

____________________________
Anthony J. De Nova III
COUNTY ADMINISTRATOR

REVIEWED BY:

____________________________
Michael H. Glovin, Esq.
COUNTY COUNSEL

APPROVED AS TO FORM AND LEGALITY:

____________________________
Public Works
COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION AWARDING CONTRACT TO PENNONI ASSOCIATES INC. FOR ASBESTOS ABATEMENT MONITORING AS IT PERTAINS TO THE RESTORATION OF LAMBERT CASTLE AND CARRIAGE HOUSE IN PATERNON, NEW JERSEY

WHEREAS there exists a need for Professional Consultant Asbestos Abatement Monitoring Services as it concerns the Restoration of Lambert Castle and Carriage House in Paterson, NJ; and

WHEREAS Pennoni Associates Inc., 24 Commerce Street, Suite 300, Newark, NJ 07102 submitted a proposal dated September 13, 2019 (a copy of which is attached) for the necessary consulting services to be provided for a total fee of $14,760.00 and is being recommended by the Director of the Passaic County Department of Cultural & Historic Affairs in a letter to the Board dated December 18, 2019, a copy of which is attached hereto and made a part hereof; and

WHEREAS the aforesaid was discussed with the Freeholder members of the Public Works and Buildings & Grounds Committee at their meeting on December 11, 2019 and recommended to the full Board for approval; and

WHEREAS the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., requires that the resolution authorizing the award of contract for “Professional Services” without competitive bids and the contract itself must be available for public inspection; and

WHEREAS said Pennoni Associates Inc. has been qualified as a pool professional engineer in a “Fair and Open” procedure pursuant to the resolution of the Board of Chosen Freeholders of the County of Passaic, R-2010-0504, dated June 11, 2019 as set forth in Pay to Play Law N.J.S.A. 19:44A-20.4 et seq.; and
WHEREAS a certification is attached which indicates that funds are available for the within contemplated expenditure.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that the Professional Consultant Asbestos Abatement Monitoring Services for the above-mentioned project be awarded to Pennoni Associates in accordance with the terms and conditions set forth above.

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

BE IT FURTHER RESOLVED that this contract is awarded without competitive bidding as a "Professional Services" contract in accordance with N.J.S.A. 40A: 11-5(1)(a) of the Local Public Contracts Law because:

(1) The consulting firm is authorized and regulated by the law to provide the aforementioned services;

(2) The performance of the services are special in nature and require knowledge of an advanced type training, which said consulting firm possesses.

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

December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $14,760.00

APPROPRIATION: C-04-55-162-001-902

PURPOSE: Resolution to award contract to Pennoni Associates LLC.

DATED: December 30, 2019

RC:fr
December 18, 2019

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

RE: AWARD OF CONTRACT TO PENNONI ASSOCIATES, INC. FOR PROFESSIONAL SERVICES FOR ASBESTOS SURVEYING & ASSESSMENT OF LAMBERT CASTLE & CARRIAGE HOUSE IN PATERNSEON, NJ.

Members of the Board:

A proposal for professional services for the above referenced project were solicited, received, and reviewed. The project is to prepare surveys and reports in connection with asbestos abatement for the restoration of Lambert Castle, located in Paterson, NJ. Pennoni Associates, Inc. was prequalified for the calendar year of 2019. This project is being partially funded by the NJ Historic Trust.

Based upon the above, this office recommends that the Board of Chosen Freeholders adopt a resolution awarding a contract to Pennoni Associates, Inc. in the amount of $14,660.00 for professional architectural services in connection with Lambert Castle, subject to the availability of funds. In addition, the Public Works and Building & Grounds Committee reviewed and recommended at its meeting of December 11, 2019, that the full Board authorize awarding this contract in effort to continue to preserve the County’s historic structures. If you have any questions, please do not hesitate to contact me.

Sincerely,

Kelly C. Ruffel

Kelly C. Ruffel, Director
Cultural & Historic Affairs
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Kelly C. Ruffel

   Telephone #: 973-706-6640

DESCRIPTION OF RESOLUTION:
Resolution to award contract to Pennoni Associates LLC for professional architectural services to complete an Asbestos Surveying/Assessment Report for Carriage House and Lambert Castle

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: $14,760

   REQUISITION #: Pending

   ACCOUNT #: Pending

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  12/11/19

6. DISTRIBUTION LIST:

   [ ] Administration  [ ] Finance  [ ] Counsel

   [ ] Clerk to the Board  [ ] Procurement

   [ ] Other: ____________________________

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191241
September 13, 2019

PRO 19-04986

Clarke Caton Hintz
100 Barrack Street
Trenton, NJ 08608
Attn: Mr. Michael Hanrahan

RE: PROPOSAL FOR ENVIRONMENTAL SERVICES
ENVIRONMENTAL BUILDING SURVEY, ABATEMENT SPECIFICATION AND DRAWINGS, AND
ABATEMENT MONITORING
LAMBERT CASTLE CARRIAGE HOUSE
PATERSON, PASSAIC COUNTY, NEW JERSEY

Dear Mr. Hanrahan:

Pennoni Associates, Inc. (Pennoni) is pleased to present this proposal for professional services for the above referenced project. This proposal is based on our recent email correspondence with your team and our review of the RFP for the planned renovation drawings.

Based on Pennoni’s current understanding of the project, Pennoni proposes the following Scope of Services:

SCOPE OF SERVICES

TASK 1: ENVIRONMENTAL BUILDING SURVEY & REPORT
TASK 2: HAZARDOUS MATERIALS ABATEMENT TECHNICAL SPECIFICATIONS & DRAWINGS
TASK 3: ASBESTOS ABATEMENT OVERSIGHT & FINAL REPORT

Task 1: Environmental Building Survey & Report

We will implement a multi-tasked approach for this project. The following major tasks will be completed:

Task 1a – Asbestos Containing Materials (ACM) Survey
Task 1b – Lead Based Paint (LBP) Survey
Task 1c – Hazardous Materials Assessment
Task 1d – Final Report

Task 1a – ACM Survey

One of our United States Environmental Protection Agency (USEPA) accredited Asbestos Building Inspectors will conduct a pre-renovation asbestos survey associated with the Lambert Castle Carriage House for suspect, accessible ACM, in accordance with guidelines established by the USEPA. Our survey will include an inspection for suspect ACM associated with interior and exterior locations to be impacted by planned renovation activities.

Representative bulk samples of suspect friable and non-friable ACM will be collected per homogeneous material December 10, 2019 by an independent accredited laboratory. Samples will be analyzed by an American
Industrial Hygiene Association accredited laboratory using Polarized Light Microscopy (PLM) analysis for the determination of asbestos in bulk samples. Nonfriable organically bound materials that are negative via PLM will be reanalyzed by Transmission Electron Microscopy (TEM).

Upon completion of the above scope of services, Pennoni will prepare a report documenting the results of our investigation for the building. The final report will include a summary of our findings as well as recommendations we may have relative to our findings and the planned renovation.

**Task 1b – LBP Survey**

We will complete a limited inspection of Lambert Castle Carriage House in general accordance with the guidelines established by the U.S. Department of Housing and Urban Development (HUD) Guidelines for the Evaluation and Control of LBP Hazards in Housing. Our survey will focus on accessible painted surfaces associated with the interior and exterior portions of the building and will identify the presence of LBP and will assess the condition of any identified LBP. Pennoni will provide general quantities and locations of identified LBP associated with the exterior doors.

The inspection will utilize state-of-the-art technology. One primary method for the detection of LBP is using an x-ray fluorescence (XRF) lead-in-paint analyzer. This instrument uses x-rays that penetrate the surface being tested and produces an instantaneous read-out describing the lead content in milligrams per square centimeter (mg/cm²). Instantaneous results will allow our team to determine the lead content of the paint, if any. Representative surfaces will be tested. If the reading is greater than or equal to 1.0 mg/cm², then the reading is positive for lead.

**Task 1c – Hazardous Materials Assessment**

Pennoni will identify and inventory hydraulic equipment such as transformers, elevators, lifts, trash compactors, etc., as well as other electrical equipment throughout the building that are suspected of containing PCBs. Pennoni will inspect these units for PCB labels. If the equipment is not labeled “non-PCB containing,” then it will be assumed to contain PCBs. No sampling of PCB fluids is included in this Task.

Pennoni will also inventory fluorescent light bulbs/ballasts, mercury switches, and any other suspect hazardous equipment and will identify the equipment by area, describe the type, general location, and estimated amount of each.

**Task 1d – Final Report**

Upon completion of the above scope of services, Pennoni will prepare a report documenting the results of our investigation for the building. The final reports will include a summary of our findings as well as recommendations we may have relative to our findings and the planned renovation. Our report will also include budgetary cost estimates for any required abatement actions. Our report will identify the general location and quantities of identified ACM and hazardous materials. The assigned bulk sample number and location of each sample taken will be field marked on existing drawings available from the client.

**Task 2: Hazardous Materials Abatement Technical Specifications & Drawing**

Abatement may be subject to the New Jersey Asbestos Hazard Abatement Subcode, N.J.A.C. 5:23-8 (Subchapter 8) regulations. Based on the survey results, Pennoni will prepare a detailed written abatement specification in accordance with the applicable federal and state regulations describing procedures to be followed for the removal and disposal of asbestos-containing materials (ACM). Plans will be prepared that will indicate the locations of
asbestos and show any special concerns and conditions that need to be addressed. We will further show the routes of worker ingress/egress, location of critical and construction barriers and the route of travel to remove waste from the site. One document will be prepared in this task.

**Task 3: Asbestos Abatement Oversight & Final Report**

The following major tasks will be completed:

**Task 3a – ACM Abatement Oversight**
**Task 3b – ACM Abatement Final Report**

**Task 3a – ACM Abatement Oversight**

During the asbestos abatement phases, Pennoni will provide an Asbestos Safety Technician (AST) to provide air monitoring and to document that the project is being accomplished in accordance with applicable Occupational Safety and Health Administration (OSHA), New Jersey Department of Labor (NJDOL) and New Jersey Department of Community Affairs (NJDOCA) regulations. An AST will be assigned daily to the project for on-site evaluations of work in progress. Our AST will perform quality control inspections of the work areas to ensure compliance with applicable federal, state and local regulations. A daily report of progress will be maintained, as well as a description of procedures employed by the contractor to address the ACM.

Pennoni will provide required post-testing and daily air monitoring during the abatement work in accordance with the applicable regulations. The AST will collect and submit daily and clearance air samples for analysis via Phase Contrast Microscopy (PCM). Our fee does not include Transmission Electron Microscopy (TEM) analysis.

**Task 3b – ACM Abatement Final Report**

Upon completion of abatement activities, Pennoni will prepare a comprehensive final report summarizing our observations made during the project. The final report will include, but not be limited to, field logs, air sampling certificates of analysis, copies of contractor licensing, copies of notifications and permits, waste manifests and other information gathered during the project.

**FEE**

**Task 1: Environmental Building Survey & Report**

Pennoni will complete the scope of services outlined in Task 1 for the total estimate fee of $4,880.00 based on the following breakdown:

- **Task 1a – ACM Survey**
  - Sample Collection
  - PLM Asbestos Analysis ($12.00/sample x 40 samples)
  - TEM Asbestos Analysis ($80.00/sample x 8 samples)

- **Task 1b – LBP Survey**
  - Lead-based Paint Inspection with XRF and Report

- **Task 1c – Hazardous Materials Assessment**
  - Does not include the collection of samples

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Task 1d – Final Report
$1,000.00 (Lump Sum)

Additional Services Fees:

Task 2: HazMat Abatement Technical Specs & Drawing
$2,500.00 (Lump Sum)

Task 3: Asbestos Abatement Oversight & Final Report

Please note that Task 3a is only an estimated fee schedule. Actual onsite project time, sampling fees, surcharge fee, etc. may vary depending on actual time and laboratory expense expended on this project.

Task 3a – ACM Abatement Oversight
$900.00 (Lump Sum per shift)

Task 3b – ACM Abatement Final Report
$1,500.00 (Lump Sum)

ASSUMPTIONS/CLARIFICATIONS

- Access to all scheduled renovation areas within the building will be available on the requested time and date of the site visit.
- A total of 40 PLM and 8 TEM samples will be collected. Additional samples will require approval from client prior to submittal at the following fees. PLM at $12 per sample, TEM at $80 per sample. All samples will be submitted for a 3-day turnaround time.
- Our sample locations will damage building materials and will not be patched/repaired.
- There are no special requirements in effect to safely access the property.
- Task 3a is a daily rate for abatement oversight. This rate is inclusive of onsite monitoring for an 8-hour shift, associated travel time/costs. Pricing is based on a 5-day Monday through Friday work schedule. Overtime will be invoiced at $95/hour. Weekends will be invoiced at $1,200/shift if requested.
- A required NJ Department of Community Affairs (DCA) 6% labor fee will be assessed on monitoring activities conducted in Task 3a. Pennoni assumes this fee to $54.00 per 8-hour day onsite and is not included in our fee and will be assessed upon completion of Task 3a.
- Tasks 1d and 3b includes one (1) electronic copy of each final report.

BILLING AND PAYMENT

Invoices will be submitted monthly and will be based upon the work completed during the billing period. Payment is due upon receipt of invoice. The Client acknowledges that the method of billing and payment has been discussed in detail, that the terms agreed upon can only be changed by a written addendum agreed to by both parties, and that work may be stopped until payment is made in accordance with the agreement.

TERMS AND CONDITIONS

Pennoni’s General Terms and Conditions (Form LE01 Revised 12/2015) are attached hereto and are considered a part of this proposal. The Client indicates by the execution of this proposal that he or she has reviewed and understands the General Terms and Conditions.

Thank you for the opportunity to provide these professional services. If this proposal is acceptable, please sign and return one (1) of the enclosed copies as our Notice-To-Proceed. This proposal is valid for a period of 30 days. If you have any questions, or if you would like to discuss any of the above, please do not hesitate to contact me.
We look forward to working with you on this project. If you have any questions regarding this submission or require additional information, please feel free to contact us at (973) 265-9775.

Sincerely,

PENNION ASSOCIATES INC.

Ralph Coppola, CIH
Senior Industrial Hygienist

Alan Lloyd, CIH, CSP
Associate Vice President

Please indicate your acceptance of this proposal by signing and returning a copy of this proposal as our authorization to proceed. In signing this proposal, the Client authorizes Pennoni to complete the professional services outlined in this proposal in accordance with the attached terms and conditions.

Accepted By:

________________________________________

Authorized Representative of the Client

________________________________________

(Print Name & Title) (Date)
September 13, 2019

PRO 19-04963

Clarke Caton Hintz
100 Barrack Street
Trenton, NJ 08608
Attn: Mr. Michael Hanrahan

RE: PROPOSAL FOR ENVIRONMENTAL SERVICES
ENVIRONMENTAL BUILDING SURVEY, ABATEMENT SPECIFICATION AND DRAWINGS, AND
ABATEMENT MONITORING
LAMBERT CASTLE
PATERSON, PASSAIC COUNTY, NEW JERSEY

Dear Mr. Hanrahan:

Pennoni Associates, Inc. (Pennoni) is pleased to present this proposal for professional services for the above referenced project. This proposal is based on our recent email correspondence with your team and our review of the RFP for the planned renovation drawings.

Based on Pennoni's current understanding of the project, Pennoni proposes the following Scope of Services:

SCOPE OF SERVICES:

TASK 1: ENVIRONMENTAL BUILDING SURVEY & REPORT
TASK 2: HAZARDOUS MATERIALS ABATEMENT TECHNICAL SPECIFICATIONS & DRAWINGS
TASK 3: ASBESTOS ABATEMENT OVERSIGHT & FINAL REPORT

Task 1: Environmental Building Survey & Report

We will implement a multi-tasked approach for this project. The following major tasks will be completed:

Task 1a – Asbestos Containing Materials (ACM) Survey
Task 1b – Lead Based Paint (LBP) Survey
Task 1c – Hazardous Materials Assessment
Task 1d – Final Report

Task 1a – ACM Survey
One of our United States Environmental Protection Agency (USEPA) accredited Asbestos Building Inspectors will conduct a pre-renovation asbestos survey associated with the Lambert Castle for suspect, accessible ACM, in accordance with guidelines established by the USEPA. Our survey will include an inspection for suspect ACM associated with interior and exterior locations to be impacted by planned renovation activities.

Representative bulk samples of suspect friable and non-friable ACM will be collected per homogeneous material for analysis by an independent accredited laboratory. Samples will be analyzed by an American Industrial Hygiene Association accredited laboratory using Polarized Light Microscopy (PLM) analysis for the
determination of asbestos in bulk samples. Nonfriable organically bound materials that are negative via PLM will be reanalyzed by Transmission Electron Microscopy (TEM).

Upon completion of the above scope of services, Pennoni will prepare a report documenting the results of our investigation for the building. The final report will include a summary of our findings as well as recommendations we may have relative to our findings and the planned renovation.

Task 1b – LBP Survey
We will complete a limited inspection of Lambert Castle in general accordance with the guidelines established by the U.S. Department of Housing and Urban Development (HUD) Guidelines for the Evaluation and Control of LBP Hazards in Housing. Our survey will focus on accessible painted surfaces associated with the interior and exterior portions of the building and will identify the presence of LBP and will assess the condition of any identified LBP. Pennoni will provide general quantities and locations of identified LBP associated with the exterior doors.

The inspection will utilize state-of-the-art technology. One primary method for the detection of LBP is using an x-ray fluorescence (XRF) lead-in-paint analyzer. This instrument uses x-rays that penetrate the surface being tested and produces an instantaneous read-out describing the lead content in milligrams per square centimeter (mg/cm²). Instantaneous results will allow our team to determine the lead content of the paint, if any. Representative surfaces will be tested. If the reading is greater than or equal to 1.0 mg/cm², then the reading is positive for lead.

Task 1c – Hazardous Materials Assessment
Pennoni will identify and inventory hydraulic equipment such as transformers, elevators, lifts, trash compactors, etc., as well as other electrical equipment throughout the building that are suspected of containing PCBs. Pennoni will inspect these units for PCB labels. If the equipment is not labeled "non-PCB containing", then it will be assumed to contain PCBs. No sampling of PCB fluids is included in this Task.

Pennoni will also inventory fluorescent light bulbs/ballasts, mercury switches, and any other suspect hazardous equipment and will identify the equipment by area, describe the type, general location, and estimated amount of each.

Task 1d – Final Report
Upon completion of the above scope of services, Pennoni will prepare a report documenting the results of our investigation for the building. The final reports will include a summary of our findings as well as recommendations we may have relative to our findings and the planned renovation. Our report will also include budgetary cost estimates for any required abatement actions. Our report will identify the general location and quantities of identified ACM and hazardous materials. The assigned bulk sample number and location of each sample taken will be field marked on existing drawings available from the client.

Task 2: Hazardous Materials Abatement Technical Specifications & Drawing
Abatement may be subject to the New Jersey Asbestos Hazard Abatement Subcode, N.J.A.C. 5:23-8 (Subchapter 8) regulations. Based on the survey results, Pennoni will prepare a detailed written abatement specification in accordance with the applicable federal and state regulations describing procedures to be followed for the removal and disposal of asbestos-containing materials (ACM). Plans will be prepared that will indicate the locations of asbestos in the building, special concerns and conditions that need to be addressed. We will further show the
routes of worker ingress/egress, location of critical and construction barriers and the route of travel to remove waste from the site. One document will be prepared in this task.

**Task 3: Asbestos Abatement Oversight & Final Report**

The following major tasks will be completed:

**Task 3a – ACM Abatement Oversight**

**Task 3b – ACM Abatement Final Report**

**Task 3a – ACM Abatement Oversight**

During the asbestos abatement phases, Pennoni will provide an Asbestos Safety Technician (AST) to provide air monitoring and to document that the project is being accomplished in accordance with applicable Occupational Safety and Health Administration (OSHA), New Jersey Department of Labor (NJ DOL) and New Jersey Department of Community Affairs (NJ DCA) regulations. An AST will be assigned daily to the project for on-site evaluations of work in progress. Our AST will perform quality control inspections of the work areas to ensure compliance with applicable federal, state and local regulations. A daily report of progress will be maintained, as well as a description of procedures employed by the contractor to address the ACM.

Pennoni will provide required post-testing and daily air monitoring during the abatement work in accordance with the applicable regulations. The AST will collect and submit daily and clearance air samples for analysis via Phase Contrast Microscopy (PCM). Our fee does not include Transmission Electron Microscopy (TEM) analysis.

**Task 3b – ACM Abatement Final Report**

Upon completion of abatement activities, Pennoni will prepare a comprehensive final report summarizing our observations made during the project. The final report will include, but not be limited to, field logs, air sampling certificates of analysis, copies of contractor licensing, copies of notifications and permits, waste manifests and other information gathered during the project.

**FEE**

**Task 1: Environmental Building Survey & Report**

Pennoni will complete the scope of services outlined in Task 1 for the total estimate fee of **$4,880.00** based on the following breakdown:

- **Task 1a – ACM Survey**
  - Sample Collection: $1,000.00 (Lump Sum)
  - PLM Asbestos Analysis ($12.00/sample x 40 samples): $640.00 (Lump Sum)
  - TEM Asbestos Analysis ($80.00/sample x 8 samples): $640.00 (Lump Sum)
- **Task 1b – LBP Survey**
  - Lead-based Paint Inspection with XRF and Report: $800.00 (Lump Sum)
- **Task 1c – Hazardous Materials Assessment**
  - Does not include the collection of samples: $800.00 (Lump Sum)
- **Task 1d – Final Report**
  - $1,000.00 (Lump Sum)
Additional Services Fees:

Task 2: HazMat Abatement Technical Specs & Drawing $2,500.00 (Lump Sum)

Task 3: Asbestos Abatement Oversight & Final Report

Please note that Task 3a is only an estimated fee schedule. Actual onsite project time, sampling fees, surcharge fee, etc. may vary depending on actual time and laboratory expense expended on this project.

Task 3a – ACM Abatement Oversight $900.00 (Lump Sum per shift)
Task 3b – ACM Abatement Final Report $1,500.00 (Lump Sum)

ASSUMPTIONS/CLARIFICATIONS

• Access to all scheduled renovation areas within the building will be available on the requested time and date of the site visit.
• A total of 40 PLM and 8 TEM samples will be collected. Additional samples will require approval from client prior to submittal at the following fees. PLM at $12 per sample, TEM at $80 per sample. All samples will be submitted for a 3-day turnaround time.
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TERMS AND CONDITIONS

Pennoni's General Terms and Conditions (Form LE01 Revised 12/2015) are attached hereto and are considered a part of this proposal. The Client indicates by the execution of this proposal that he or she has reviewed and understands the General Terms and Conditions.

Thank you for the opportunity to provide these professional services. If this proposal is acceptable, please sign and return one (1) of the enclosed copies as our Notice-To-Proceed. This proposal is valid for a period of 30 days. If you have any questions, or if you would like to discuss any of the above, please do not hesitate to contact us.

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191241
December 18, 2019

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

RE: AWARD OF CONTRACT TO PENNONI ASSOCIATES, INC. FOR PROFESSIONAL SERVICES FOR ASBESTOS SURVEYING & ASSESSMENT OF LAMBERT CASTLE & CARRIAGE HOUSE IN PATERSON, NJ.

Members of the Board:

A proposal for professional services for the above referenced project were solicited, received, and reviewed. The project is to prepare surveys and reports in connection with asbestos abatement for the restoration of Lambert Castle, located in Paterson, NJ. Pennoni Associates, Inc. was prequalified for the calendar year of 2019. This project is being partially funded by the NJ Historic Trust.

Based upon the above, this office recommends that the Board of Chosen Freeholders adopt a resolution awarding a contract to Pennoni Associates, Inc. in the amount of $14,660.00 for professional architectural services in connection with Lambert Castle, subject to the availability of funds. In addition, the Public Works and Building & Grounds Committee reviewed and recommended at its meeting of December 11, 2019, that the full Board authorize awarding this contract in effort to continue to preserve the County's historic structures. 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
PASSEIAC COUNTY FREEHOLDERS
Director John W. Bartlett
Deputy Dir. Cassandra "Sandi" Lazzara
Assad R. Akhtar
Theodore O. Best, Jr.
Terry Duffy
Bruce James
Pasquale "Pat" Lepore

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

Anthony J. De Nova III
Administrator
Michael H. Glovin, Esq.
County Counsel
Louis E. Imhof, III, RMC
Clerk Of The Board

Public Meeting (Board Meeting)
Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO UFS PERSONNEL, INC. OF TOTOWA, NJ FOR RFP SECURITY GUARD SERVICES FOR THE BOARD OF SOCIAL SERVICES AS PER COMPETITIVE CONTRACT AS PER BID, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

________________________

REVIEWED BY:

________________________

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

________________________

Michael H. Glovin, Esq.
COUNTY COUNSEL

Public Works

COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION AUTHORIZING AWARD OF CONTRACT TO UFS PERSONNEL, INC. OF TOTOWA, NJ FOR RFP SECURITY GUARD SERVICES FOR THE BOARD OF SOCIAL SERVICES AS PER COMPETITIVE CONTRACT AS PER BID

WHEREAS, on October 30, 2019 bids were received and opened for RFP-19-024 Security Guard Services of the Passaic County Board of Social Services as a competitive contract pursuant to the Local Public contract Law, specifically N.J.S.A. 40A: 11-4.1 et seq.; and

WHEREAS, at the Board of Chosen Freeholders meeting of June 10, 2014, Resolution R-2014-0410 was passed authorizing the use of competitive contracting pursuant to NJSA 40A;11-4.3; and

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

WHEREAS, the Review and Evaluation Committee recommends that the Board of Chosen Freeholders of the County of Passaic award a contract to UFS Personnel, Inc. of Totowa, NJ for their proposal for the RFP Security Guard Services of the Passaic County Board of Social Services; and

WHEREAS, the Freeholder members on the Public Works and Buildings & Grounds Committee reviewed this matter via e-mail and recommend this resolution to the full Board of adoption; and

WHEREAS, the contract period will be from January 1, 2020 to December 31, 2020 with one four-year option to renew as per the County of Passaic. If the option is exercised by the County of Passaic, the contractor shall submit by respectively a proposed bid package for the next contract period.

WHEREAS, a certificate is attached hereto, indicating that $350,000.00 in funds are available in the budget for the within contemplated expenditure contingent upon necessary funds being appropriated in the 2020 budget; and

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

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

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

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

December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $350,000.00

APPROPRIATION: Contingent upon availability of funds in 2020 adopted budget.

PURPOSE: Resolution authorizing award of contract to UFS Personnel, Inc. for calendar year 2020.

DATED: December 30, 2019

RC: fr

Richard Call, Chief Financial Officer
County of Passaic
Buildings & Grounds Department
151 E. 11th Street, Paterson, New Jersey 07524

DATE: DECEMBER 16th, 2019

To: Michael Glovin County Counsel, Sherry Arvanitakis QPA Purchasing Agent

From: Stephen Orsini, Superintendent
Buildings and Grounds

Subject: RECOMMENDATION FOR AWARD-RFP-19-024
RFP-19-024 Security Services for the Passaic County Board of Social Services

I have met with my committee, (Robert Lyons and Tony DeSimone).
We have completed evaluation work in review of the proposals for security Services at 80 Hamilton
Social Services.
The packages were evaluated and a scoring system applied to consider cost, technical criteria and
management. The results were tabulated and rankings are as follows:

UFS with a score of 60  ranked #1
Allied and Wisdom with scores of 55 ranked tied at #2
Motivated with a score of 50 ranked #4
Aegis PS with a score of 45 ranked #5

APG and Priority 1 were not rated due to incomplete submissions.

Attached are our scoring work sheets.

Sincerely,

Stephen Orsini
Division Manager, CPWM
Buildings & Grounds Dept.
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: BUILDINGS & GROUNDS
   Telephone #: 973-881-4425
   
   DESCRIPTION OF RESOLUTION:
   Description of Resolution- UFS Personnel has been awarded a
   bid to provide security services at 80 Hamilton, Paterson New
   Jersey.

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 #: PENDING
   ACCOUNT #: 20-01-20-112-001-213

4. METHOD OF PROCUREMENT:
   ☐ RFP    ☑ RFQ    ☐ Bid
   ☐ Other:

5. COMMITTEE REVIEW: DATE:
   ☐ Administration & Finance
   ☐ Budget
   ☐ Health
   ☐ Human Services
   ☐ Law & Public Safety
   ☐ Planning & Economic Development
   ☑ Public Works 12/11/2019

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

Introduced on: December 24, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191242
Score sheet:

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APG and Priority 1 were not rated to finalization due to incomplete submissions.
County of Passaic
Buildings & Grounds Department
151 E. 11th Street, Paterson, New Jersey 07524

Stephen Orsini
Division Manager, CPWM
Buildings & Grounds

DATE: DECEMBER 16th, 2019

To: Michael Glovin County Counsel, Sherry Arvanitakis QPA Purchasing Agent

From: Stephen Orsini, Superintendent
Buildings and Grounds

Subject: RECOMMENDATION FOR AWARD-RFP-19-024
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APG and Priority 1 were not rated due to incomplete submissions.

Attached are our scoring work sheets.

Sincerely,

Stephen Orsini
Division Manager, CPWM
Buildings & Grounds Dept.
Public Meeting (Board Meeting)
Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE GOLF BALL BARRIER NET FENCING PROJECT AT THE PREAKNESS VALLEY GOLF COURSE IN THE TOWNSHIP OF WAYNE, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

___________________________
Anthony J. De Nova III
COUNTY ADMINISTRATOR

REVIEWED BY:

___________________________
Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

___________________________
Michael H. Glovin, Esq.
COUNTY COUNSEL

Official Resolution# R20191243
Meeting Date 12/30/2019
Introduced Date 12/30/2019
Adopted Date 12/30/2019
Agenda Item I-63
CAF #
Purchase Req. #

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

Dated: December 30, 2019
RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR THE GOLF BALL BARRIER NET FENCING PROJECT AT THE PREAKNESS VALLEY GOLF COURSE IN THE TOWNSHIP OF WAYNE, NEW JERSEY

WHEREAS the Passaic County Department of Engineering has prepared the proposed bid specifications for the Golf Ball Barrier Net Fencing Project at the Preakness Valley Golf Course in the Township of Wayne, NJ; and

WHEREAS the Office of the Passaic County Engineer has reviewed the plans and specifications and finds them to be in conformance with Passaic County engineering standards; and

WHEREAS by letter dated December 12, 2019 the Passaic County Engineer has recommended that the Board of Chosen Freeholders approve said plans and specifications and authorize the Director of Purchasing to advertise and receive bids; and

WHEREAS this matter was discussed by the Freeholder members of the Committee for Public Works & Buildings & Grounds at a meeting on December 11, 2019 who are recommending approval by the entire Board.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby approves the plans and specifications for the aforementioned project and authorizes the Director of Purchasing to advertise and receive bids for this project.

December 30, 2019
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  
AUTHORIZATION TO BID

Dear Members of the Board:

The County Engineering Department has prepared plans and specifications for the Golf Ball Barrier Net Fencing Project at the Preakness Valley Golf Course, located in the Township of Wayne.

The above-mention Project was discussed and recommended for approval at the Public Works Committee Meeting of December 11, 2019.

Therefore, our office recommends that the Board of Chosen Freeholders ADOPT the necessary RESOLUTION, authorizing the Department of Procurement to advertise and receive bids for this Project.

Very truly yours,

[Signature]
Jonathan Pera, P.E.  
County Engineer

cc: Chair, Public Works and Buildings & Grounds Committee  
County Administrator  
County Counsel  
Director of Finance  
Director of Purchasing

Introduced on: December 30, 2019  
Adopted on: December 30, 2019  
Official Resolution#: R20191243
Passaic County Board of Chosen Freeholders

401 Grand Street
Paterson, New Jersey 07505

Anthony J. De Nova III
Administrator

Michael H. Glovin, Esq.
County Counsel

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

Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building 220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO TECTONIC OF SHORT HILLS, NJ FOR ON-CALL GEOTECHNICAL TESTING AND LABORATORY SERVICES FOR THE EMERGENCY REPLACEMENT OF THE MORSETOWN ROAD CULVERT, STRUCTURE NO. 1600-312, OVER TRIBUTARY TO WEST BROOK IN THE TOWNSHIP OF WEST MILFORD, NEW JERSEY, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

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

Dated: December 30, 2019
RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO
TECTONIC OF SHORT HILLS, NJ FOR ON-CALL
GEOTECHNICAL TESTING AND LABORATORY SERVICES FOR
THE EMERGENCY REPLACEMENT OF THE MORSETOWN
ROAD CULVERT, STRUCTURE NO. 1600-312, OVER
TRIBUTARY TO WEST BROOK IN THE TOWNSHIP OF WEST
MILFORD, NEW JERSEY

WHEREAS bids were received by the County of Passaic on
February 27, 2019 for construction and geotechnical on-call
testing services on an as-needed basis for the period of March 1,
2019 to February 28, 2021; and

WHEREAS the Passaic County Engineering Department by
letter dated December 12, 2019 is recommending that said
Tectonic be authorized to be paid an allowance for providing
concrete test cylinders and laboratory testing services in the
amount of $9,490.00 for coordination, preparation of concrete
test cylinders, transportation of the concrete cylinders, analytical
laboratory testing of samples and preparation of test results for
the Project in conformity with their February 27, 2019 bid (copy
of letter attached hereto and made a part hereof); and

WHEREAS the Freeholder members of the Public Works and
Buildings & Grounds Committee have reviewed this matter at
their meeting on December 11, 2019 and recommend that it be
approved by the entire Board; and

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

NOW THEREFORE BE IT RESOLVED by the Board of
Chosen Freeholders of the County of Passaic that it hereby
authorizes the utilization of the services of Tectonic of Short Hills,
NJ to conduct the needed professional construction testing and laboratory services for the Project named above for the sum of $9,490.00.

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

December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $9,490.00

APPROPRIATION: C-04-55-153-001-920

PURPOSE: Resolution awarding contract to Tectonic for on-call testing services for the replacement of the Morsetown Road Culvert in West Milford.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr
December 12, 2019

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

PROJECT:  On Call Testing Services for the
Emergency Replacement of the Morsetown Road Culvert,
Structure No. 1600-312, over Tributary to West Brook
Township of West Milford

AWARD OF CONSULTING ON-CALL TESTING SERVICES

Dear Members of the Board:

As per Resolution R-2019-294, dated March 28, 2019, the County received bids for Construction and Geotechnical On-Call Testing Services for the County of Passaic on an as-needed basis for the period of March 1, 2019 to February 28, 2021, on February 27, 2019.

The Emergency Replacement of the Morsetown Road Culvert No. 1600-312 over Tributary to West Brook, in the Township of West Milford, requires concrete test cylinders and laboratory testing services. Tectonic was selected to perform the work based on the lowest price on the On-Call Testing Services proposal. The work includes coordination, preparation of concrete test cylinders, transportation of the concrete cylinders, analytical laboratory testing of samples, and preparation of test results for this project. The estimated cost of this work is $9,490.00. These costs were based upon the rates submitted by Tectonic for Resolution R-2019-294 mentioned above.

This matter was discussed during the Public Works Committee Meeting on December 11, 2019, and was recommended to the full Board.

Based on the above, this Office recommends that the Board of Chosen Freeholders Adopt a Resolution Awarding a Contract to Tectonic of Short Hills, NJ, in the amount of $9,490.00, for anticipated testing and laboratory services for the Emergency Replacement of the Morsetown Road Culvert, Str. No. 1600-312, subject to the availability of funds.

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191244
Very truly yours,

Jonathan Pera, P.E.
County Engineer

JP/mlb

cc: Chair, Public Works and Buildings & Grounds Committee
    County Administrator
    County Counsel
    Director of Finance
    Director of Purchasing
December 12, 2019

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

PROJECT: On Call Testing Services for the
Emergency Replacement of the Morsetown Road Culvert,
Structure No. 1600-312, over Tributary to West Brook
Township of West Milford
AWARD OF CONSULTING ON-CALL TESTING SERVICES

Dear Members of the Board:

As per Resolution R-2019-294, dated March 28, 2019, the County received bids for Construction and Geotechnical On-Call Testing Services for the County of Passaic on an as-needed basis for the period of March 1, 2019 to February 28, 2021, on February 27, 2019.

The Emergency Replacement of the Morsetown Road Culvert No. 1600-312 over Tributary to West Brook, in the Township of West Milford, requires concrete test cylinders and laboratory testing services. Tectonic was selected to perform the work based on the lowest price on the On-Call Testing Services proposal. The work includes coordination, preparation of concrete test cylinders, transportation of the concrete cylinders, analytical laboratory testing of samples, and preparation of test results for this project. The estimated cost of this work is $9,490.00. These costs were based upon the rates submitted by Tectonic for Resolution R-2019-294 mentioned above.

This matter was discussed during the Public Works Committee Meeting on December 11, 2019, and was recommended to the full Board.

Based on the above, this Office recommends that the Board of Chosen Freeholders Adopt a Resolution Awarding a Contract to Tectonic of Short Hills, NJ, in the amount of $9,490.00, for anticipated testing and laboratory services for the Emergency Replacement of the Morsetown Road Culvert, Str. No. 1600-312, subject to the availability of funds.
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING PAYMENT TO PRECISION ELECTRIC MOTOR WORKS, INC. FOR PENDING 2019 AND ANTICIPATED 2020 INVOICES FOR MOTOR PUMPS INSPECTION, OVERHAUL, REWIND AND REPAIR SERVICES AT VARIOUS PASSAIC COUNTY FACILITIES, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

______________________________
Anthony J. De Nova III
COUNTY ADMINISTRATOR

REVIEWED BY:

______________________________
Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

______________________________
Michael H. Glovin, Esq.
COUNTY COUNSEL

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

Dated: December 30, 2019
WHEREAS the Passaic County Board of Chosen Freeholders, by Resolution R-2018-1012 dated December 11, 2018, authorized an award of contract to Precision Electric Motor Works, Inc. of Clifton, NJ for motor pumps inspections, overhaul, rewind and repair for the County of Passaic Buildings & Grounds Department, as per bid; and

WHEREAS the Passaic County Superintendent of Buildings & Grounds, by letter dated December 16, 2019 attached hereto and made part hereof, has requested the monetary amount of $75,000.00 be put aside to cover payment of pending invoices for electric motor maintenance at various Passaic County facilities for calendar year 2019 and for anticipated services in 2020, since the contract awarded to Precision Electric Motor Works, Inc. by Resolution R-2018-1012 on December 11, 2018 was only for a contract period of November 1, 2018 through October 31, 2020 for a total estimated award of $32,000.00; and

WHEREAS the Public Works and Buildings & Grounds Committee considered this matter at the December 11, 2019 meeting and recommended this resolution to the full Board for adoption; and

WHEREAS the Board of Chosen Freeholders is desirous of approving said payment of pending invoices for calendar year 2019 and those invoices anticipated for calendar year 2020, not included in the contract term of Precision Electric Motor Works, Inc. previously approved by Resolution R-2018-
1012 dated December 11, 2018 and authorizing the Purchasing Agent to issue the appropriate Purchase Order; and

WHEREAS a certification is attached indicating that funds are available for the above contemplated expenditure.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes payment to Precision Electric Motor Works, Inc., 18 Sebago Street, Clifton, NJ for pending electric motor repair and service invoices for 2019 and those anticipated for 2020 in the amount of $75,000.00 as described above and in the attached correspondence.

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

December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $75,000.00

APPROPRIATION: $20,000.00 – 9-01-20-112-001-207
$55,000.00 – Contingent upon availability of funds in 2020 adopted budget.

PURPOSE: Resolution authorizing payment to Precision Electric Motor Works, Inc. for pending 2019 and anticipated 2020 invoices.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC: fr
County of Passaic
Buildings & Grounds Department
151 E. 11th Street, Paterson, New Jersey 07505

Stephen Orsini
County Superintendent of
Buildings & Grounds

December 16, 2019

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

Re: Resolution Request- PRECISION ELECTRIC Motor WORKS. INC.
18 SEBAGO ST.
CLIFTON, NJ 07013

Dear Mr. Glovin,

At the December 11, 2018 meeting of the Public Works and Buildings & Grounds Committee a request was heard for Precision Electric Motor Works Inc.

Resolution authorizing Buildings & Grounds to pay pending invoices for 2019 and 2020 for Precision Electric for the amount of $75,000. Invoices are for electric motor maintenance on various county facilities.

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

Thank you for your attention with this matter.

REGARDS,

Stephen Orsini
SUPERINTENDENT
BUILDINGS & GROUNDS
SO/IT
ENCLOSURE

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191245
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TOTAL 75,000.00
December 16, 2019

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

Re: Resolution Request- PRECISION ELECTRIC Motor WORKS, INC.  
18 SEBAGO ST.  
CLIFTON, NJ 07013

Dear Mr. Glovin,

At the December 11, 2018 meeting of the Public Works and Buildings & Grounds Committee a request was heard for Precision Electric Motor Works Inc.

Resolution authorizing Buildings & Grounds to pay pending invoices for 2019 and 2020 for Precision Electric for the amount of $75,000. Invoices are for electric motor maintenance on various county facilities.

If you should have any questions or I can be of additional assistance, please feel free to contact me. Thank you for your attention with this matter.

REGARDS

[Signature]

Stéphan Orsini  
SUPERINTENDENT  
BUILDINGS & GROUNDS  
SO/IT  
ENCLOSURE
Passaic County Board of Chosen Freeholders

Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING ADDITIONAL MONEY SET ASIDE TO COVER FURTHER SERVICES OF CARRIER CORPORATION FOR MAINTENANCE OF HVAC EQUIPMENT IN PASSAIC COUNTY-OWNED FACILITIES TO INCREASE EXISTING PURCHASE ORDER #19-01043, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

__________________________
Anthony J. De Nova III
COUNTY ADMINISTRATOR

REVIEWED BY:

__________________________
Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

__________________________
Michael H. Glovin, Esq.
COUNTY COUNSEL

Official Resolution# R20191246
Meeting Date 12/30/2019
Introduced Date 12/30/2019
Adopted Date 12/30/2019
Agenda Item I-66
CAF #
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Dated: December 30, 2019
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 also contained hourly rates for work, repair and maintenance for HVAC items that were outside of the parameters of the preventative service requirements set forth in the bid; and

WHEREAS the Passaic County Superintendent of Buildings & Grounds is recommending that the said Board set aside the additional sum of $30,000.00 for an increase to existing purchase order #19-01043 in anticipation of the Carrier Corporation performing hourly service and providing parts on the HVAC equipment (see copy of letter attached hereto and made part hereof); and

WHEREAS the Freeholder Committee for Public Works and Buildings & Grounds at its December 11, 2019 meeting reviewed this matter and is recommending that it be approved by the full Board; and

WHEREAS a certification is attached hereto which indicates the availability of funds for said expenditure.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes and sets aside the sum of $30,000.00 to cover needed HVAC service and
repairs for County buildings and increase existing purchase order #19-01043 for the Carrier Corporation of Fairfield, New Jersey in conformity with their 2018 bid contract.

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

December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $30,000.00

APPROPRIATION: 9-01-20-112-001-207

PURPOSE: Resolution approving additional funding to Carrier Corp. in anticipation of additional work to be perform.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC: fr
County of Passaic  
BUILDINGS & GROUNDS DEPT  
151 E. 11th STREET, Paterson, New Jersey 07505  

December 16, 2019  

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

Re: Resolution Request- CARRIER CORPORATION.  
100 DELAWANNA AVENUE, SUITE 401  
CLIFTON, NJ 07014  

Dear Mr. Glovin:  

At the December 11, 2019 meeting of the Public Works and Buildings & Grounds Committee a request was heard for Carrier Corporation.  

Description of Resolution- Resolution approving additional funding to Carrier Corp. to increase existing purchase order # 19-01043 by $30,000.00 dollars for service & repairs at various county facilities.  

Original Resolution # 20180251  

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,  

[Signature]  
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: December 30, 2019  
Adopted on: December 30, 2019  
Official Resolution#: R20191246
County of Passaic
BUILDINGS & GROUNDS DEPT
151 E. 11TH STREET, Paterson, New Jersey 07505

December 16, 2019

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

Re: Resolution Request- CARRIER CORPORATION.
100 DELAWANNA AVENUE, SUITE 401
CLIFTON, NJ 07014

Dear Mr. Glovin:

At the December 11, 2019 meeting of the Public Works and Buildings & Grounds Committee a request was heard for Carrier Corporation.

Description of Resolution- Resolution approving additional funding to Carrier Corp. to increase existing purchase order # 19-01043 by $30,000.00 dollars for service & repairs at various county facilities.

Original Resolution # 20180251

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: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191246
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO CRISTI CLEANING SERVICE CORP. OF HACKENSACK, NJ FOR EXTERIOR BUILDING WINDOW CLEANING SERVICES, INSIDE/OUTSIDE WINDOW CLEANING SERVICES, AND OPTIONAL WINDOW BLIND CLEANING SERVICES FOR PASSAIC COUNTY PREAKNESS HEALTHCARE CENTER AS PER BID, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Dated: December 30, 2019
RESOLUTION AUTHORIZING AWARD OF CONTRACT TO CRISTI CLEANING SERVICE CORP. OF HACKENSACK, NJ FOR EXTERIOR BUILDING WINDOW CLEANING SERVICES, INSIDE/OUTSIDE WINDOW CLEANING SERVICES, AND OPTIONAL WINDOW BLIND CLEANING SERVICES FOR PASSAIC COUNTY Preakness Healthcare Center AS PER BID

WHEREAS, there exists a need for windows and blinds cleaning for the Passaic County Preakness Healthcare Center; and

WHEREAS, the County of Passaic issued a public solicitation to qualified vendors titled SB-19-048 in accordance with “Fair and Open” procedures as established in the “Pay-to-Play” Law, N.J.S.A. 19:44A-20.4, et seq.; and

WHEREAS, the County of Passaic, Department of Purchasing has reviewed and tabulated the bids as received on August 6, 2019 pursuant to N.J.S.A. 40A: 11-1 et. seq., and has made a recommendation to the Board of Chosen Freeholders for an award of contract to Cristi Cleaning Service Corp.; and

WHEREAS, the Public Works and Buildings & Grounds Committee has reviewed this matter at its December 11, 2019 meeting and recommended this resolution to the full Board for adoption; and

WHEREAS, the contract period will be from July 1, 2019 through June 30, 2021 for Interior/Exterior Window Cleaning for 2019-2020 in the amount of $19,025.00 and Interior/Exterior Window Cleaning for 2020-2021 in the amount of $19,025.00 for a total estimated award of $38,050.00 for Part I and Optional Window Blinds Cleaning for 2019-2020 in the amount of $1,699.00 and Optional Window Blinds Cleaning for 2020-2021 in the amount of $1,699.00 for a total estimated award of $3,398.00 for Part II with services to be made on an as-needed basis; and

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

WHEREAS, Cristi Cleaning Service Corp. indicated in their bid response that they are not willing to provide these goods and services to the registered members of Passaic County Cooperative Pricing System #38-PCCP; and
NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that pursuant to the terms and conditions set forth above, it hereby authorizes an award of contract to Cristi Cleaning Service Corp. for the services referenced above; and

BE IT FURTHER RESOLVED that the Clerk of the Board, the Purchasing Agent and the Director of the Board are hereby authorized to execute all necessary agreements on behalf of the County of Passaic.

December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $41,448.00

APPROPRIATION: Contingent upon availability of funds in 2020 adopted budget.

PURPOSE: Resolution authorizing award of contract to Cristi Cleaning Services Corp. of Hackensack, NJ for window cleaning.

[Signature]
Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr
County of Passaic
BUILDINGS & GROUNDS DEPT
151 E. 11th STREET, Paterson, New Jersey 07505

Stephen Orsini
County Superintendent of
Buildings & Grounds

December 16, 2019

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

Re: Resolution Request-Cristi Cleaning Corp.
77 Trinity Place
Hackensack, NJ 07601

Dear Mr. Glovin:

At the December 11, 2019 meeting of the Public Works and Buildings & Grounds Committee a request was heard for Cristi Cleaning Corp.

Description of Resolution- Resolution awarding a contract to Cristi Cleaning Corp. for window blind cleaning service for Preakness Healthcare center.

Part 1
   a. Interior/Exterior window cleaning, a total of $19,025.00 (2019-2020)
   b. Interior/Exterior window cleaning, a total of $19,025.00 (2020-2021)

Part 2
   a. Optional window blinds cleaning, a total cost of $1699.00 (2019-2020)
   b. Optional window blinds cleaning, a total cost of $1699.00 (2020-2021)

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,

Stephan Orsini
Superintendent of Buildings & Grounds

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191247
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: BUILDINGS & GROUNDS
   Telephone #: 973-881-4425

DESCRIPTION OF RESOLUTION:
1. Resolution awarding a contract to Cristi Cleaning Corp. for window blind cleaning service for Preakness Healthcare Center.

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: $ PENDING
   REQUISITION #: PENDING
   ACCOUNT #: PENDING

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  12/11/2019

6. DISTRIBUTION LIST:
   ☐ Administration    ☑ Finance    ☐ Counsel
   ☐ Clerk to the Board ☐ Procurement
   ☐ Other: ________________________________
County of Passaic
BUILDINGS & GROUNDS DEPT
151 E. 1st STREET, Paterson, New Jersey 07505

Stephen Orsini
County Superintendent of
Buildings & Grounds

December 16, 2019

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

Re: Resolution Request-Cristi Cleaning Corp.
77 Trinity Place
Hackensack, NJ 07601

Dear Mr. Glovin:

At the December 11, 2019 meeting of the Public Works and Buildings & Grounds Committee a request was heard for Cristi Cleaning Corp.

Description of Resolution- Resolution awarding a contract to Cristi Cleaning Corp. for window blind cleaning service for Preakness Healthcare center.

Part 1
a. Interior/Exterior window cleaning, a total of $19,025.00 (2019-2020)
b. Interior/Exterior window cleaning, a total of $19,025.00 (2020-2021)

Part 2
a. Optional window blinds cleaning, a total cost of $1699.00 (2019-2020)
b. Optional window blinds cleaning, a total cost of $1699.00 (2020-2021)

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191247
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AMENDING RESOLUTION R 2019 1058 ADOPTED ON NOVEMBER 18, 2019 AWARDING A CONTRACT TO KONKUS CORPORATION FOR A PROJECT KNOWN AS TWO BRIDGES ROAD BRIDGE OVER POMPTON RIVER AND WEST BELT EXTENSION, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
ENGINEERING

REVIEWED BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

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

Dated: December 30, 2019
RESOLUTION AMENDING RESOLUTION R 2019 1058
ADOPTED ON NOVEMBER 18, 2019 AWARDING A
CONTRACT TO KONKUS CORPORATION FOR A PROJECT
KNOWN AS TWO BRIDGES ROAD BRIDGE OVER
POMPTON RIVER AND WEST BELT EXTENSION

WHEREAS, the Board of Chosen Freeholders of Passaic County adopted Resolution R 2019 1058 on November 18, 2019 awarding a contract to Konkus Corporation for the Two Bridges Road Bridge over Pompton River and West Belt Extension project in the Township of Wayne; and

WHEREAS, it is necessary to amend the contract to correct a mathematical error in the award price, specifically the base bid award was $26.11 less than it should have been; and

WHEREAS as a result the corrected base bid amount is $13,798,903.00, with an Alternate 1 bid of $835,000.00 for a correct total bid award of $14,633,903.00; and

WHEREAS, the matter was considered by the members of the Public Works Committee and recommended to the full Board for approval; and

WHEREAS, a certification is attached which indicates that funds in the sum of $26.11 are available for the within contemplated expenditure; and

NOW THEREFORE BE IT RESOLVED, by the Board of Chosen Freeholders of Passaic County that pursuant to the terms set forth above it hereby authorize an amendment to Resolution R2019 1058 dated November 18, 2019 to reflect the correct base bid award sum as it concerns the Two
Bridges Road Bridge over Pompton River and West Belt Extension project awarded to Konkus Corporation; and

BE IT FURTHER RESOLVED, that the appropriate Passaic County offices notify Konkus Corporation of the action taken herein.

Dated: December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $26.11

APPROPRIATION: C-04-55-137-001-933


Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr
County of Passaic  
Administration Building  
401 Grand Street • Paterson, New Jersey 07505-2023

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Jonathau C. Pera, P.E.  
County Engineer

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

December 23, 2019

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

PROJECT: Two Bridges Road Bridge over Pompton River and West Belt Extension  
Township of Wayne, Passaic County & Borough of Lincoln Park, Morris County

AWARD OF CONTRACT

Dear Members of the Board:

The County of Passaic received Open Competitive Bids at 10:30 A.M. on Thursday, October 17, 2019 at the Passaic County Procurement Center, 495 River Street, Paterson, New Jersey 07505 in the Conference Room for the Two Bridges Road Bridge over Pompton River and West Belt Extension project, in the Township of Wayne, Passaic County & Borough of Lincoln Park, Morris County. On November 18, 2019 (Resolution R20191058), the Board of Chosen Freeholders awarded the construction contract to the lowest responsible bidder, Konkus Corporation, of Branchburg, New Jersey with a total Base Bid amount of $13,798,876.89; an Alternate I amount bid of $835,000.00; for a total of $14,633,903.00 (Base Bid + Alternate 1).

Upon further review, there was a small rounding arithmetic error of $26.11 to the base bid. Therefore, the corrected base bid amount is $13,798,903.00; an Alternate I amount bid of $835,000; for a corrected total of $14,633,903.00 (Base Bid + Alternate 1).

The above price proposals and associated correspondence were reviewed via email by the Public Works Committee on December 23, 2019.

In view of the above, the Committee recommended that the Contract be awarded to the lowest responsible bidder, Konkus Corporation, of Branchburg, New Jersey, with the additional $26.11 for an corrected total Base Bid amount bid of $13,798,903.00; an Alternate I amount bid of $835,000.00; for a total of $14,633,903.00 (Base Bid + Alternate 1).

The base contract will be funded by the New Jersey Department of Transportation (NJDOT) through a Transportation Trust Fund Swap Fund. The Alternate I amount will be reimbursed to the County by the Passaic Valley Water Commission.

Introduced on: December 30, 2019  
Adopted on: December 30, 2019  
Official Resolution#: R20191248
December 23, 2019

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

PROJECT: Two Bridges Road Bridge over Pompton River and West Belt Extension
Township of Wayne, Passaic County & Borough of Lincoln Park, Morris County

AWARD OF CONTRACT

Dear Members of the Board:

The County of Passaic received Open Competitive Bids at 10:30 A.M. on Thursday, October 17, 2019 at the Passaic County Procurement Center, 495 River Street, Paterson, New Jersey 07505 in the Conference Room for the Two Bridges Road Bridge over Pompton River and West Belt Extension project in the Township of Wayne, Passaic County & Borough of Lincoln Park, Morris County. On November 18, 2019 (Resolution R20191058), the Board of Chosen Freeholders awarded the construction contract to the lowest responsible bidder, Konkus Corporation, of Branchburg, New Jersey with a total Base Bid amount of $13,798,876.89; an Alternate 1 amount bid of $835,000.00; for a total of $14,633,903.00 (Base Bid + Alternate 1).

Upon further review, there was a small rounding arithmetic error of $26.11 to the base bid. Therefore, the corrected base bid amount is $13,798,903.00; an Alternate 1 amount bid of $835,000; for a corrected total of $14,633,903.00 (Base Bid + Alternate 1).

The above price proposals and associated correspondence were reviewed via email by the Public Works Committee on December 23, 2019.

In view of the above, the Committee recommended that the Contract be awarded to the lowest responsible bidder, Konkus Corporation, of Branchburg, New Jersey, with the additional $26.11 for an corrected total Base Bid amount bid of $13,798,903.00; an Alternate 1 amount bid of $835,000.00; for a total of $14,633,903.00 (Base Bid + Alternate 1).

The base contract will be funded by the New Jersey Department of Transportation (NJDOT) through a Transportation Trust Fund Swap Fund. The Alternate 1 amount will be reimbursed to the County by the Passaic Valley Water Commission.
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM  Location: County Administration Building 220 401 Grand Street Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE DIRECTOR OF PURCHASING TO REJECT BIDS FOR THE MORRIS CANAL GREENWAY-BROWERTOWN ROAD PROJECT IN THE TOWNSHIP OF LITTLE FALLS AND BOROUGH OF WOODLAND PARK, NJ IN ACCORDANCE WITH PROVISIONS OF N.J.S.A. 40A:11-13.2(d), ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
ENGINEERING

REVIEWED BY:
Anthony J. De Nova III COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq. COUNTY COUNSEL

Committee Name

Date:

Official Resolution# R20191249
Meeting Date 12/30/2019
Introduced Date 12/30/2019
Adopted Date 12/30/2019
Agenda Item I-69
CAF #
Purchase Req. #

Results

FREEHOLDER PRES. ABS. MOVE SEC AYE NAY ABST REC
Bartlett  
Lazzara  
Akhter  
Best Jr.  
Duffy  
James  
Lepore  

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

Dated: December 30, 2019
RESOLUTION AUTHORIZING THE DIRECTOR OF PURCHASING TO REJECT BIDS FOR THE MORRIS CANAL GREENWAY-BROWERTOWN ROAD PROJECT IN THE TOWNSHIP OF LITTLE FALLS AND BOROUGH OF WOODLAND PARK, NJ IN ACCORDANCE WITH PROVISIONS OF N.J.S.A. 40A:11-13.2(d)

WHEREAS bids were received by the County of Passaic on November 7, 2019 for the Morris Canal Greenway-Browertown Road Project in the Township of Little Falls and Borough of Woodland Park, NJ; and

WHEREAS the Passaic County Engineer is, by letter dated December 26, 2019, is reporting that due to the fact that this project is funded by a Federal grant which specified a Disadvantaged Business Enterprise (DBE) goal of 11% the two (2) bids submitted were reviewed by the NJDOT Civil Right Division and were deemed to be insufficient in their DBE goal documentation and said NJDOT Civil Rights Division does not recommend award of contract to either bidder; and

WHEREAS based upon the foregoing the County Engineer is recommending that the Board of Chosen Freeholders of the County of Passaic reject all bids, authorize revision of the specifications, and authorize a re-bid of the Project (copy of letter attached hereto); and

WHEREAS New Jersey Local Public Contract Law, specifically N.J.S.A. 40A:11-13.2(d), provides that a contracting unit may reject all bids when the contracting unit wants to substantially revise the specifications for the goods or services; and

WHEREAS the Freeholders Public Works Committee considered this matter via email and recommend this resolution to the full Board for adoption;

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that, pursuant to the terms set forth above, it hereby authorizes the Director of Purchasing to reject
the bids for the Morris Canal Greenway-Browertown Road Project in the Township of Little Falls and Borough of Woodland Park, NJ in accordance with the provisions of N.J.S.A. 40A:11-13.2(d).

**BE IT FURTHER RESOLVED** that the Passaic County Engineer is hereby authorized to revise the specifications for this said Project and re-bid same.

December 30, 2019
December 26, 2019

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

PROJECT: Morris Canal Greenway – Browertown Road Project
Township of Little Falls & Borough of Woodland Park, Passaic County
Federal Project No. TAP-0635(300) CON
NJDOT Job No. 7005312
Reject Bids, Revise Specifications & Plans, Authorize Re-bid

Members of the Board:

On November 7, 2019, the County received bids for the Morris Canal Greenway – Browertown Road Project. A total of two (2) contractors submitted bids. The bids ranged between $863,740.00 and $886,475.00. The project is funded by a Federal grant that specified a Disadvantage Business Enterprise (DBE) goal of 11%. The DBE requirement is stated in the Contract Bid Documents. Both bid packages were submitted to NJDOT’s Civil Rights Division for review of the DBE documentation prior to award of construction contract. NJDOT Civil Rights has determined that both bidders were insufficient in their DBE goal documentation (Bidder #1 had 8.79% DBE; while Bidder #2 had 0% DBE), and NJDOT Civil Rights does not recommend award of contract to either bidder.

This matter was discussed with the Public Works Committee via email on December 26, 2019, and a rejection of bids, revision to the plans and specifications and authorization of a rebid is recommended to the full Board.

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution rejecting the bids received on November 7, 2019 and authorizing revisions to the plans and specifications and authorizing the re-bidding of the Morris Canal Greenway – Browertown Road Project.

Very truly yours,

Jonathan Pera, P.E.
County Engineer

cc: County Administrator
County Counsel
December 20, 2019

Mr. Zuccaro zuccaroinc@gmail.com
Zuccaro Inc.

Written Administrative Reconsideration for Morris Canal Greenway Browertown Road Project, Little Falls and Woodland Park, Passaic County, Federal Project Number: TAP-0635(300) DPX107, NJDOT Job Number: 7005312.

Dear Mr. Zuccaro:

The bid for Morris Canal Greenway Browertown Road Project, Little Falls and Woodland Park, Passaic County, Federal Project Number: TAP-0635(300) DPX107, NJDOT Job Number: 7005312 ("Project") was opened on November 07, 2019. Zuccaro Inc. ("Zuccaro") was the lowest apparent bidder on the Project with a bid of $863,740.00. On December 13, 2019, Zuccaro was notified that they were rejected because they did not meet the Project 11% Disadvantaged Business Enterprise ("DBE") goal nor did Zuccaro provide sufficient good faith efforts to meet the goal. In fact, Zuccaro only indicated 8.79% a commitment.

Zuccaro challenged the December 13, 2019 rejection of their bid based on NJDOT Civil Rights findings and requested Administrative Reconsideration (Written). Within the appeal letter, Zuccaro also discussed the County Procurement Center Business Contact information which is a database for bidders and subcontractors. Zuccaro also provided a Project Construction Information System Project Details sheet. In that letter, Zuccaro indicated that they would self perform the rest of the contract not let to DBEs. Since Zuccaro is a certified Small Business Enterprise ("SBE") and not a Disadvantaged Business Enterprise ("DBE"), Zuccaro’s performance of the work cannot be counted toward the overall goal. Further, the attached information did not show any other types of good faith efforts as identified in the regulations binding Administrative review.

I find that Zuccaro did not meet the 11% DBE goal for the Project.
I find that Zuccaro did not provide sufficient good faith efforts and that providing business contact information to the County Procurement Center is insufficient under the federal regulations.

I find that the NJDOT Civil Rights properly recommended rejection of the bid based on the documentation Zuccaro provided with their bid.

I find that Zuccaro not be awarded this Contract.

If you have any questions or concerns, please feel free to contact me at (609) 963-1578.

Sincerely,

[Signature]

Albert E. Balluch
Director, Construction and Materials

c: C. Taliaferro (NJDOT)
Jonathan Pera (Passaic County) jonathanp@passaiccounty.nj.org
Jonathan Mojski (NJDOT)
V. Tilghman-Ansley (NJDOT)
N. Wagner (DOL)
Passaic County Board of Chosen Freeholders

OFFICE OF THE
PASSAIC COUNTY FREEHOLDERS

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

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

Anthony J. De Nova III
Administrator
Michael H. Glovin, Esq.
County Counsel
Louis E. Imhof, III, RMC
Clerk Of The Board

Public Meeting (Board Meeting)
Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220 401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION RETAINING THE SERVICES OF DAVE'S FURNITURE TO RESTORE HISTORIC COURT HOUSE BENCHES LOCATED AT THE PASSAIC COUNTY COURT HOUSE, 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:

-------------------------------

Michael H. Glovin, Esq.
COUNTY COUNSEL

Public Works
COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION RETAINING THE SERVICES OF DAVE’S FURNITURE TO RESTORE HISTORIC COURT HOUSE BENCHES LOCATED AT THE PASSAIC COUNTY COURT HOUSE

WHEREAS the Passaic County Director of Cultural and Historic Affairs has gotten an estimate from Dave’s Furniture of Totowa, NJ to provide services for the restoration of nine (9) historic benches located at the Passaic County Court House, in the amount of $9,000.00; and

WHEREAS it is the recommendation of said Passaic County Director of Cultural and Historic Affairs to awarded a contract to Dave’s Furniture for the within services, as more particularly set forth in the attached memo dated December 18, 2019; and

WHEREAS the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., requires that the resolution authorizing the award of contract for professional services without competitive bids and the contract itself must be available for public inspection; and

WHEREAS the award of this contract also qualifies as an exception to the Local Public Contracts Law as an Extraordinary Unspecifiable Service as allowed under N.J.S.A. 40A:11-5(i); and

WHEREAS this award is not subject to the requirement of the Pay to Play Law (N.J.S.A. 19:44A-20.3 et seq.) in that the amount of the award is below the monetary threshold set forth therein; and

WHEREAS the members of the Freeholder Committee for Public Works and Buildings & Grounds have reviewed this matter
and are recommending that it be approved by the whole Board; and

WHEREAS a certification is attached hereto which indicates that funds are available for the within-contemplated expenditure.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby awards a contract to Dave’s Furniture of Totowa, NJ to provide restoration services for nine (9) historic benches located at the Passaic County Court House, pursuant to the terms and conditions set forth above; and

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

BE IT FURTHER RESOLVED that this Contract is awarded without competitive bidding as an Extraordinary Unspecifiable Services” in accordance with the Local Public Contracts Law because:

1. The firm is authorized and regulated by law to provide the specialized and qualitative services;

2. The performance of the services require expertise and extensive training, which said firm possesses;

3. Required to be performed by individuals who have a proven reputation in the particular field of endeavor, which said firm possesses;

4. Services cannot be reasonably described by written specifications; and
BE IT FURTHER RESOLVED that a notice of this action be published in the NORTH JERSEY HERALD & NEWS.

Dated: December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS follows:

AMOUNT: $9,000.00

APPROPRIATION: C-04-55-157-007-901

PURPOSE: Resolution retaining the services of Daves Furniture.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr
December 18, 2019

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

RE: AUTHORIZATION TO EXPEND FUNDS TO RESTORE HISTORIC COURT HOUSE BENCHES

Members of the Board:

A quote by Dave’s Furniture of Totowa, New Jersey, for the restoration of nine (9) historic benches from the Passaic County Court House was solicited, received, and reviewed. There are two bench styles and designs. Three benches date to c. 1890 from the Second Presbyterian Church that was demolished to construct the new Administration Building. The other six (6) benches date from the County Court House Annex’s first renovation c. 1930s. They are all being restored to be placed back into the Court House Annex once it reopens.

This office recommends that the Board of Chosen Freeholders adopt a resolution authorizing the Department of Cultural & Historic Affairs to proceed with restoring the benches by the vendor in the amount of $9,000, subject to the availability of funds. In addition, the Public Works and Building & Grounds Committee reviewed and recommended at its meeting of December 11, 2019, that the full Board authorize this purchase. If you have any questions, please do not hesitate to contact me.

Sincerely,

Kelly C. Ruffel

Kelly C. Ruffel, Director
Cultural & Historic Affairs
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE EXECUTION OF A FEDERAL EQUITABLE SHARING AGREEMENT ON BEHALF OF THE PASSAIC COUNTY PROSECUTOR’S OFFICE, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
PROSECUTOR’S OFFICE

REVIEWED BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Law and Public Safety
COMMITTEE NAME

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

Dated: December 30, 2019
RESOLUTION AUTHORIZING THE EXECUTION OF A FEDERAL EQUITABLE SHARING AGREEMENT ON BEHALF OF THE PASSAIC COUNTY PROSECUTOR’S OFFICE

WHEREAS the Passaic County Prosecutor’s Office as a law enforcement agency of the State of New Jersey conducts joint law enforcement operations with departments and agencies of both the State of New Jersey and the United States; and

WHEREAS from time to time these joint operations lead to the seizure of certain monies and assets which are subject to civil forfeiture proceedings under State and Federal law; and

WHEREAS therefore these assets are shared among the law enforcement agencies conducting the operations which led to the said asset seizures; and

WHEREAS pursuant to the federal regulations dealing with the sharing of these assets, participating law enforcement agencies and the governing bodies that fund these agencies are required on an annual basis to execute a Federal Equitable Sharing Agreement which imposes certain certification and reporting requirements on the law enforcement agency and local governing body; and

WHEREAS the Passaic County Prosecutor’s Office has represented that the confiscated funds in its possession are being properly handled and accounted for; and

WHEREAS this matter was considered by the members of the Freeholder Committee for Law and Public Safety and is now recommended to the full Board for approval;

NOW THEREFORE IT BE RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the execution of a Federal Equitable Sharing Agreement on behalf of the Passaic County Prosecutor’s Office, which will be valid for the period of January 1, 2020 through December 31, 2020; and
BE IT FURTHER RESOLVED that the Freeholder Director and Clerk to the Board be authorized to execute same on behalf of the Passaic County Prosecutor’s Office.

Dated: December 30, 2019
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM  Location: County Administration Building
220 401 Grand Street
Paterson, NJ 07505

Agenda: OMNIBUS PURCHASING RESOLUTION BY THE PASSAIC COUNTY SHERIFF'S OFFICE, 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:
Michael H. Glovin, Esq.
COUNTY COUNSEL

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<tr>
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<td>R9 07657: R9-07671; R9 07670</td>
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Dated: December 30, 2019
OMNIBUS PURCHASING RESOLUTION BY THE
PASCLAIC COUNTY SHERIFF'S OFFICE

WHEREAS the Passaic County Sheriff’s Office (the “PCSQ”) has requested the purchase of various goods and services from qualified vendors for use in furtherance of its law enforcement and/or administrative objectives; and

WHEREAS said goods and services are being procured either through State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules, Bid/RFP/RFQ or other methods permitted by the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., as specified below; and

WHEREAS said purchases are to be funded either directly from the County budget, grant accounts or from forfeited funds obtained by the Passaic County Prosecutor’s Office (PCPO) and/or administered by the PCPO on behalf of the Passaic County Sheriff’s Department; and

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

WHEREAS the Law and Public Safety Committee considered this matter and recommended this resolution to the full Board for adoption; and

WHEREAS a certification is attached indicating that funds are available for the within contemplated expenditure(s); and
**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of the following goods and/or services in accordance with the terms of the applicable State Contract, Cooperative Purchasing Agreements, Federal GSA Schedules, Bid/RFP/RFQ or other authorized contracts:

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<tr>
<th>Description</th>
<th>Office Furniture</th>
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<tr>
<td>Using Agency</td>
<td>Passaic County Sheriff's Office</td>
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<tr>
<td>Purchase Price</td>
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<td>Vendor</td>
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<td>Authority</td>
<td>New Jersey State Contract</td>
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<tr>
<th>Description</th>
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<td>Using Agency</td>
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<td>Purchase Price</td>
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<td>Contract #</td>
<td>88728</td>
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<td>Account</td>
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<td>Requisition #</td>
<td>R9-07671</td>
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<th>Description</th>
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<td>Purchase Price</td>
<td>$ 116,304.30</td>
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<td>Vendor</td>
<td>Motorola Solutions</td>
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<td>Authority</td>
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<td>Requisition #</td>
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**BE IT FURTHER RESOLVED** that the Purchasing Agent and all other necessary officers and employees are hereby authorized and directed to take such further actions and sign such documents as are necessary to effectuate the purpose of this resolution,
including but not limited to issuance of appropriate Purchase Orders.

Dated: December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $190,949.10

APPROPRIATION: $27,824.80 - 9-01-25-157-001-233
               $163,124.30 - T-22-56-850-012-803

PURPOSE: Resolution authorizing equipment, vehicle and
          furniture purchase by the Passaic County Sheriff’s
          department.

[Signature]
Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO D&B POWER ASSOCIATES, INC. FOR APC UPS SYMMETRA LX160000 REPLACEMENT SYSTEM FOR THE PASAIC COUNTY PROSECUTORS OFFICE AS PER BID, ALL AS NOTED IN THE RESOLUTION.

Official Resolution# R20191253
Meeting Date 12/30/2019
Introduced Date 12/30/2019
Adopted Date 12/30/2019
Agenda Item I-73
CAF #
Purchase Req. # R9-07527
Result Adopted

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RECU. = recuse

Dated: December 30, 2019
RESOLUTION AUTHORIZING AWARD OF CONTRACT TO D&B POWER ASSOCIATES, INC. FOR APC UPS SYMMETRA LX160000 REPLACEMENT SYSTEM FOR THE PASAIC COUNTY PROSECUTORS OFFICE AS PER BID

WHEREAS, there exists a need for APC UPS Symmetra LX160000 Replacement System for the Passaic County Prosecutors Office; and

WHEREAS, the County of Passaic issued a public solicitation to qualified vendors for bid entitled SB-19-067 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 and Passaic County Prosecutors Office have reviewed and tabulated the bids as received on December 10, 2019 pursuant to N.J.S.A. 40A: 11-1 et. seq., and the Passaic County Prosecutor’s Office has made a recommendation to the Board of Chosen Freeholders for an award of contract to D&B Power Associates, Inc.; and

WHEREAS, the members of the Freeholder Law and Public Safety Committee considered this matter and recommended this resolution to the full Board for adoption; and

WHEREAS, the contract award is for a total estimated award of $25,900.00; and

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

WHEREAS, D&B Power Associates, Inc. indicated in their bid response that they are willing to provide these goods and services to the registered members of Passaic County Cooperative Pricing System #38-PCCP;

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that pursuant to the terms and conditions set forth above, it hereby authorizes an award of contract to D&B Power Associates, Inc. for the services referenced above; and

BE IT FURTHER RESOLVED that the Clerk of the Board, the Purchasing Agent and the Director of the Board are hereby authorized to execute all necessary agreements on behalf of the County of Passaic.

Dated: December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $25,900.00

APPROPRIATION: 9-01-20-109-001-223

PURPOSE: Resolution authorizing award of contract to D&B Power Associates, Inc.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING THE ADVERTISEMENT OF A SUBSTANTIAL AMENDMENT TO THE FY 2015 ACTION PLAN FOR THE PASSAIC COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, TO RE-ALLOCATE A TOTAL OF $50,000 IN FUNDING TO THE OVERHAUL OF THE EXISTING ELEVATOR AT THE TOWNSHIP OF WEST MILFORD RECREATION CENTER, LOCATED AT 66 CAHILL CROSS ROAD, WEST MILFORD, NJ, AND EXTEND THE PERFORMANCE OF THE SCOPE OF WORK UNTIL AUGUST 31, 2020, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

Official Resolution# R20191254
Meeting Date 12/30/2019
Introduced Date 12/30/2019
Adopted Date 12/30/2019
Agenda Item 1-74
CAF # G-01-41-838-019-200
Purchase Req. #
Result Adopted
FREEHOLDER
Bartlett
Lazzara
Akhter
Best Jr.
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Dated: December 30, 2019
RESOLUTION AUTHORIZING THE ADVERTISEMENT OF A
SUBSTANTIAL AMENDMENT TO THE FY 2015 ACTION PLAN
FOR THE PASSAIC COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT PROGRAM, TO RE-ALLOCATE A TOTAL OF
$50,000 IN FUNDING TO THE OVERHAUL OF THE EXISTING
ELEVATOR AT THE TOWNSHIP OF WEST MILFORD
RECREATION CENTER, LOCATED AT 66 CAHILL CROSS
ROAD, WEST MILFORD, NJ, AND EXTEND THE
PERFORMANCE OF THE SCOPE OF WORK UNTIL AUGUST 31,
2020

WHEREAS, the Passaic County Board of Chosen Freeholders
adopted Resolution R-2015-467 on June 22, 2015, authorizing the
submission of a One Year Action Plan for Fiscal Year 2015; and

WHEREAS, The US Department of Housing and Urban
Development provided a Community Development Block Grant
(CDBG) to the County of Passaic for Fiscal Year FY 2015, for the
amount of $872,751; and

WHEREAS, the West Milford ADA Westbrook Teen Center
Elevator Project that was originally funded $50,000 under the
CDBG FY 2015 grant could not proceed due to excessive project
costs; and

WHEREAS, the Passaic County Board of Chosen Freeholders
adopted Resolution R-2017-1109 on December 28, 2017, at the
request of the Township of West Milford, authorizing a substantial
amendment to the CDBG FY 2015 Action Plan to reallocate the
CDBG FY 2015 $50,000 grant award and utilize the funds to
provide ADA accessibility to Municipal Complex Building
number 2; and

WHEREAS, the Township of West Milford is now requesting
(see attached resolution) that the amended CDBG FY 2015 Action
Plan provides ADA accessibility to Municipal Complex Building number 2 be reprogrammed to overhaul the existing elevator at the Township Recreation Center located at 66 Cahill Cross Road, West Milford, NJ, and extend the performance of the scope of work until August 31, 2020; and

WHEREAS, a total of $50,000 is available to reprogram from the CDBG FY 2015 grant to reallocate for the overhaul of the existing elevator at the Township Recreation Center located at 66 Cahill Cross Road, West Milford, NJ; and

WHEREAS, in accordance with the Passaic County Citizen Participation Plan, this substantial amendment to the Action Plan for FY 2015 must be advertised in a local newspaper of general circulation for a 30 day period; and

WHEREAS, the County is cognizant of the conditions that are imposed in the undertaking and implementation of this Federal Assistance program; and

WHEREAS, the Passaic County Board of Chosen Freeholders considers the advertisement of the proposed amendment to the CDBG FY 2015 Action Plan to be beneficial to the public; and

WHEREAS, this matter was considered by the members of the Freeholder Planning and Economic Development Committee and was 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 an advertisement will be placed in a local newspaper of general
circulation to advertise and request comments from the public for
the proposed substantial amendment to the Annual Plan for
CDBG FY 2015 to provide $50,000 in funding to overhaul the
existing elevator at the Township of West Milford Recreation
Center, located at 66 Cahill Cross Road, West Milford, NJ; and

BE IT FURTHER RESOLVED that the Freeholder Director is
hereby authorized to act as the authorized representative of the
County of Passaic and execute all documents and certifications.

JRS/meg

Dated: December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $50,000.00

APPROPRIATION: G-01-41-838-019-PE1

PURPOSE: Resolution to re-allocate a total of $50,000.00 for the overhaul of the existing elevator at the Township Recreation Center in West Milford.

[Signature]
Richard Caill, Chief Financial Officer

DATED: December 30, 2019

RC:fr
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Deborah Hoffman
   Telephone #: 973-569-4720

DESCRIPTION OF RESOLUTION:
RESOLUTION AUTHORIZING THE ADVERTISEMENT OF A SUBSTANTIAL AMENDMENT TO THE FY 2013 ACTION PLAN FOR THE PASSAIC COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, TO RE-ALLOCATE A TOTAL OF $40,000 IN FUNDING TO THE OVERHAUL OF THE EXISTING ELEVATOR AT THE TOWNSHIP RECREATION CENTER LOCATED AT 65 CANELL CROSS ROAD, WEST MILFORD, NJ AND EXTEND THE PERFORMANCE OF THE SCOPE OF WORK UNTIL AUGUST 31, 2020; AND

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: $ Advertisement on average $100.00
   REQUISITION #: ____________________________
   ACCOUNT #: G-01-41-838-019-200

4. METHOD OF PROCUREMENT:
   ☐ RFP     ☐ RFQ     ☐ Bid
   ☐ Other: ____________________________________________

5. COMMITTEE REVIEW: DATE:
   ☐ Administration & Finance
   ☐ Budget
   ☐ Health
   ☐ Human Services
   ☐ Law & Public Safety
   ☐ Planning & Economic Development 12/17/2019
   ☐ Public Works

6. DISTRIBUTION LIST:
   ☐ Administration     ☒ Finance     ☐ Counsel
   ☐ Clerk to the Board ☐ Procurement
   ☐ Other: ____________________________

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191254
Township of West Milford  
Passaic County, New Jersey

~ Resolution 2019 – 346 ~

RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY REQUESTING THE PASSAIC COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT FOR THE CONSTRUCTION OF AN ELEVATOR IN WESTBROOK PARK BE REPROGRAMMED FOR THE CONSTRUCTION OF AN ELEVATOR AT THE RECREATION CENTER

WHEREAS, in 2015 the Township of West Milford received a $50,000 Community Development Block Grant for the construction of an elevator in Westbrook Park for a Teen Center / Senior Center in an existing building; and

WHEREAS, the funding available for this new elevator was not adequate for the award of a contract for the elevator construction; and

WHEREAS, via Resolution 2017-339 adopted November 8, 2018 the Township requested that this grant be reprogrammed to provide for ADA improvement in the rehabilitation / reuse of the former library; and

WHEREAS, due to delays in implementing the library rehabilitation project, the Township in May 2019 requested that the grant implementation be extended to February 29, 2020; and

WHEREAS, the elevator serving the Senior Citizen Community as well as the PRIDE handicapped assistance program at the Recreation Center is in need of rehabilitation and plans have been prepared and bids obtained to meet the required Community Development Block Grant requirements; and

WHEREAS, it is in the best interest of the Township of West Milford and the County of Passaic CDBG program that the 2015 CDBG grant be reprogrammed to the Recreation Center elevator.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Milford, County of Passaic, State of New Jersey that the Passaic County Community Development reprogram the 2015 CDBG grant from the construction of a new elevator at Westbrook Park to the rehabilitation of the existing elevator at the Township Recreation Center, 66 Cahill Cross Road, West Milford.

Adopted: December 4, 2019

Adopted this 4th day of December, 2019 and certified as a true copy of an original.

Diana Curcio, Acting Township Clerk

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191254
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Deborah Hoffman
   Telephone #: 973-569-4720

DESCRIPTION OF RESOLUTION:
RESOLUTION AUTHORIZING THE ADVERTISEMENT OF A SUBSTANTIAL AMENDMENT TO THE FY 2019 ACTION PLAN FOR THE PASSAIC COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, TO RE-ALLOCATE A TOTAL OF $40,000 IN FUNDING TO THE OVERHAUL OF THE EXISTING ELEVATOR AT THE TOWNSHIP RECREATION CENTER LOCATED AT 65 CARRIAGE ROAD, WEST MILFORD, NJ AND EXTEND THE PERFORMANCE OF THE SCOPE OF WORK UNTIL AUGUST 31, 2020, AND

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: $ Advertisement on average $100.00

REQUISITION #
ACCOUNT # G-01-41-838-019-200

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
☐ Other: ________________________________

6. DISTRIBUTION LIST:

☐ Administration ☑ Finance ☐ Counsel
☐ Clerk to the Board ☐ Procurement
☐ Other: ________________________________

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191254
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING A GRANT APPLICATION TO NJTPA FY-2020, LOCAL SAFETY PROGRAM, FOR SAFETY IMPROVEMENTS AT THE MARKET STREET CIRCLE AND LAKEVIEW AVENUE IN THE CITY OF PATERNERS, NJ, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Planning and Economic Development
COMMITTEE NAME

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<thead>
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<th>R20191255</th>
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<tbody>
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<td>12/30/2019</td>
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FREEHOLDER  PRES.  ABS.  MOVE  SEC  AYE  NAY  ABST  REC
Bartlett    □     □     □     □     □     □     □     □
Lazzara     □     □     □     □     □     □     □     □
Akhter      □     □     □     □     □     □     □     □
Best Jr.    □     □     □     □     □     □     □     □
Duffy       □     □     □     □     □     □     □     □
James       □     □     □     □     □     □     □     □
Lepore       □     □     □     □     □     □     □     □

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

Dated: December 30, 2019
RESOLUTION AUTHORIZING A GRANT APPLICATION TO NJTPA FY-2020, LOCAL SAFETY PROGRAM, FOR SAFETY IMPROVEMENTS AT THE MARKET STREET CIRCLE AND LAKEVIEW AVENUE IN THE CITY OF PATERSON, NJ

WHEREAS, the County of Passaic seeks to apply to the NJTPA's Local Safety Program FY-2020, in order to implement multiple safety improvements to Lakeview Avenue (County Route 624-1) from Crooks Avenue to the Market Street Circle in the City of Paterson, New Jersey; and

WHEREAS, the proposed project also includes converting the Market Street Circle into a roundabout; and

WHEREAS, the County of Passaic wishes to submit a grant application, to the New Jersey Department of Transportation Planning Authority (NJTPA) FY-2020/Local Safety Program, for the Safety Improvements at Market Street Circle and Lakeview Avenue, in the City of Paterson, New Jersey; and

WHEREAS, this matter was considered by the members of the Freeholder Planning and Economic Development Committee, who recommended to the full Board for approval;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Chosen Freeholders of the County of Passaic hereby authorizes the Passaic County Department of Planning to submit a grant application, to the NJTPA FY-2020 Local Safety Program, for the above stated project; and

BE IT FURTHER RESOLVED that the Director and Clerk to the Board are hereby authorized to execute the grant agreement and any and all necessary documents on behalf of the County of Passaic with respect to the grant funds for the above stated project.
Certified as a true copy of the Resolution adopted by the Freeholder Board
On this day of December 30, 2019

Louis Imhof III, Clerk of the Freeholder Board

My signature and the clerks seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

(Clerk)                                  (Presiding Officer)
Louis Imhof III
Clerk of the Freeholder Board             Anthony J. DeNova
                                              County Administrator
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Michael Lysicatos
   Telephone #: 973-569-4047

DESCRIPTION OF RESOLUTION:
Approval to submit an application to the NJTPA FY 2020 Local Safety Program for safety improvements at the Market Street Circle and Lakeview Avenue in the City of Paterson.

2. CERTIFICATION INFORMATION:
ATTACH A COPY OF THE REQUISITION FROM EDMUNDS

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

3. AMOUNT OF EXPENDITURE: $ N/A
   REQUISITION # ________________________________
   ACCOUNT # ________________________________

4. METHOD OF PROCUREMENT:
   □ RFP  □ RFQ  □ Bid
   □ Other: ___________________________________

5. COMMITTEE REVIEW: DATE:
   □ Administration & Finance
   □ Budget
   □ Health
   □ Human Services
   □ Law & Public Safety
   □ Planning & Economic Development 12/17/19
   □ Public Works

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191255
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM  Location: County Administration Building 220 401 Grand Street Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO CIVIL SOLUTIONS, THROUGH STATE CONTRACT #19-TELE-00872, TO CONDUCT A MOD IV INTEGRATION AND UPDATE TO THE PASSAIC COUNTY GIS PARCEL DATA, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

__________________________
Anthony J. De Nova III
COUNTY ADMINISTRATOR

REVIEWED BY:

__________________________
Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

__________________________
Michael H. Glovin, Esq.
COUNTY COUNSEL

Planning and Economic Development

COMMITTEE NAME

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<td>9-01-22-147-001-233</td>
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PRES.= present  ABS.= absent
MOVE= moved  SEC= seconded
AYE= yes  NAY= no  ABST.= abstain
RECU.= recuse

Dated: December 30, 2019
RESOLUTION AUTHORIZING AWARD OF CONTRACT TO
CIVIL SOLUTIONS, THROUGH STATE CONTRACT
#19-TELE-00872, TO CONDUCT A MOD IV INTEGRATION
AND UPDATE TO THE PASSAIC COUNTY GIS PARCEL DATA

WHEREAS, pursuant to N.J.S.A. 40A:11-12(a) and N.J.A.C.
5:34-7.29(c), Passaic County, may by resolution and without
advertising for bids, purchase any goods or services under the
State of New Jersey Cooperative Purchasing Program for any
State contracts entered into on behalf of the State, by the Division
of Purchase and Property, in the Department of the Treasury; and

WHEREAS, Passaic County has the need, on a timely basis,
to purchase goods or services utilizing state contract number
19-TELE-00872, for conducting a Mod IV Integration and Update
to the Passaic County GIS Parcel Data (See attached); and

WHEREAS, Passaic County intends to enter into a contract
with Civil Solutions, a State Contract Vendor, to provide through
this resolution and properly executed contracts, which shall be
subject to all the conditions applicable to the current State
contracts, for the above said services; and

WHEREAS, Civil Solutions has presented a State Contract
price quoted (see copy attached) for Mod IV tax data integration
and parcel maintenance; and

WHEREAS, Civil Solutions will evaluate existing parcels for
each of the County’s sixteen (16) municipalities by comparing the
data to current Mod IV tax records using out ezM4 Cloud
application; and

WHEREAS, this process will provide an in depth look into
the condition of parcels for each municipality and the effort
needed to make them current, i.e., match the municipal tax maps and the tax assessors Mod IV records; and

WHEREAS, the cost for integrating the tax assessor Mod IV database and subsequent parcel maintenance is based on countywide parcel maintenance projects of similar size and scope; and

WHEREAS, the following table identifies the primary items within the Civil Solutions quote and the associated State Contract Hourly Unit (SCHU) derived costs:

<table>
<thead>
<tr>
<th>Task Description</th>
<th>SC Hours</th>
<th>SCHU</th>
<th>Cost</th>
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<tbody>
<tr>
<td>MOD IV Tax Data Integration</td>
<td>80</td>
<td>60</td>
<td>$4,800.00</td>
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<tr>
<td>Parcel Maintenance</td>
<td>400</td>
<td>60</td>
<td>$24,000.00</td>
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**Totals:** 480 $28,800.00

As needed determined by ezM4 reports; and

WHEREAS, as per the Civil Solutions proposal, the costs associated with the parcel maintenance task is the best estimate at the present time given the understanding of the current state and maintenance of the data, SCHU is an average rate based on a blend of multiple labor categories; and

WHEREAS, Civil Solutions will invoice the County on a monthly basis and provide monthly progress reports detailing work performed and expected progress in the months ahead; and
WHEREAS, this matter was considered by the members of
the Freeholder Planning and Economic Development Committee
who recommended to the full Board for approval;

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

NOW THEREFORE BE IT RESOLVED by the Board of
Chosen Freeholders of the County of Passaic that it hereby
authorizes an award of contract to Civil Solutions as set forth
above pursuant to Civil Solutions’ proposal and applicable State
Contract; and

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

Dated: December 30, 2019
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS follows:

AMOUNT: $28,800.00

APPROPRIATION: 9-01-22-147-001-233

PURPOSE: Resolution authorizing award of contract to Civil Solutions through state contract.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Michael Lysicatos
   Telephone #: 973-566-4047

DESCRIPTION OF RESOLUTION:
Request authorization to contract with Citic Solutions (a division of APH) for Phase 1
GIS Enterprise Solution services in the amount of $5,565.00.

2. CERTIFICATION INFORMATION:
   ATTACH A COPY OF THE REQUISITION FROM EDMUNDS

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

3. AMOUNT OF EXPENDITURE: $ 5,565.00
   REQUISITION #: ________________________________
   ACCOUNT #: 0-01-22-147-001-233

4. METHOD OF PROCUREMENT:
   ☐ RFP ☐ RFQ ☐ Bid
   ☑ Other: Contract from RFQ List

5. COMMITTEE REVIEW:                                DATE:
   ☐ Administration & Finance
   ☐ Budget
   ☐ Health
   ☐ Human Services
   ☐ Law & Public Safety
   ☑ Planning & Economic Development 12/3/2019
   ☐ Public Works

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191256
Michael Lysicatos AICP, PP
Planning Director
Passaic County Department of Planning &
Economic Development
930 Riverview Drive, Suite 250
Totowa, NJ 07512

Re: Passaic County Mod IV integration and parcel update
   CS #2019.0713

Michael:

Thank you for the opportunity to present this State Contract price quote for
Passaic County Mod IV tax data integration and parcel maintenance. As part
of this effort, Civil Solutions will evaluate the existing parcels for each of the
County’s sixteen (16) municipalities by comparing the data to current Mod IV
tax records using our ezM4 Cloud application. This process will provide an
in-depth look into the condition of parcels for each municipality and the effort
needed to make them current. (i.e., match the municipal tax maps and the
tax assessors Mod IV records).

It is our understanding that the most current countywide parcel base is the
same as the last deliverable from our previous parcel maintenance contract a
number of years ago. As a first step, Civil Solutions will compare current tax
assessment Mod IV records to parcel data by municipality. To do this, we will
utilize our ezM4 Cloud application to associate parcel attributes with the tax
records using a common identifier created from the municipal code, tax
block, tax lot, and qualifier information. The application will generate a
unique identifier to compare both datasets and produce a series of tables
identifying where parcels do not have a match to Mod IV and where Mod IV
records do not have a corresponding parcel match. A summary of results,
errors, and exceptions report will be generated for each municipality. All of
which will allow us to determine exactly where the parcel data is in need of
updating.

Municipal tax maps provided, by the County, will be the primary data source
used to make the necessary edits as identified in the ezM4 reports. In the
event that the municipal tax map for a specific location is not current, a
combination of tax record information, aerial photography, and street level
imagery may be suitable to update parcels where necessary. As part of our
maintenance process, Civil Solutions will record the date of last update and
primary source used to make all spatial and attribute edits.
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Michael Lysicatos

   Telephone #: 973-566-4047

   DESCRIPTION OF RESOLUTION:
   Request authorization to contract with Cint Solutions (a division of ARH) for Phase 1
   GIS Enterprise Solution services in the amount of $5,565.00.

2. CERTIFICATION INFORMATION:

   ATTACH A COPY OF THE REQUISITION FROM EDMUNDS

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

3. AMOUNT OF EXPENDITURE: $5,565.00

   REQUISITION #: ________________________________

   ACCOUNT #: 01-22-147-001-233

4. METHOD OF PROCUREMENT:

   □ RFP    □ RQO    □ Bid
   □ Other: Contract from RFQ List

5. COMMITTEE REVIEW: DATE:

   □ Administration & Finance
   □ Budget
   □ Health
   □ Human Services
   □ Law & Public Safety
   □ Planning & Economic Development 12/3/2019
   □ Public Works

6. DISTRIBUTION LIST:

   □ Administration   □ Finance    □ Counsel
   □ Clerk to the Board    □ Procurement
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM

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

Agenda: RESOLUTION APPOINTING COMMISSIONERS OF THE PASSAIC COUNTY PUBLIC HOUSING AGENCY FOR THE YEAR 2020, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:

Official Resolution# R20191257

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<tbody>
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Dated: December 30, 2019
RESOLUTION APPOINTING COMMISSIONERS OF THE PASSAIC COUNTY PUBLIC HOUSING AGENCY FOR THE YEAR 2020

WHEREAS, the Board of Chosen Freeholders of the County of Passaic, by Resolution dated July 27, 1977, established a Passaic County Public Housing Agency; and

WHEREAS, under the legislation permitting the creation of local housing agencies at that time, the Board of Chosen Freeholders was permitted to designate all of its members as the Commissioners of the Public Housing Agency, which it did under a Resolution adopted on July 27, 1977; and

WHEREAS, pursuant to Congressional changes in the law, known as the Quality Housing and Work Responsibility Act of 1998, it is required that the Commission of Public Housing Agencies contain at least one (1) recipient member who is receiving assistance from that Public Housing Agency; and

WHEREAS, under current law, Public Housing Agencies, in the State of New Jersey, may not consist of more than seven (7) members (NJSA 40A:12A-17); and

WHEREAS, the Passaic County Board of Chosen Freeholders desires to appoint and re-appoint all of its members, except for Freeholder John Bartlett, to serve for a one year term from January 1, 2020 through December 31, 2020; and

WHEREAS the Board also wishes to re-appoint Raymond Bonte of Pompton Lakes as the Resident Member of the Housing Agency for the year 2020; and

WHEREAS, this matter was considered by the members of the Freeholder Planning and Economic Development Committee, who recommended to the full Board for approval;

NOW, THEREFORE, BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby appoints and re-appoints 6
members, except Freeholder John Bartlett, effective January 1, 2020 and terminating on December 31, 2020; and

BE IT FURTHER RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby re-appoints Raymond Bonte as the resident commissioner of the Passaic County Public Housing Agency effective January 1, 2020 and terminating on December 31, 2020; and

BE IT FURTHER RESOLVED that the Clerk to the Board as Clerk to the Passaic County Housing Commission is authorized to publish notice as necessary of this meeting in a newspaper of local circulation.

JRS/meg

Dated: December 30, 2019
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Janice DeJohn
   Telephone #: 973-881-4370

DESCRIPTION OF RESOLUTION:
To appoint the members of the Passaic County Public Housing Agency Board of Commissioners effective January 1, 2020 through December 31, 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: $ N/A
   REQUISITION #: N/A
   ACCOUNT #: N/A

4. METHOD OF PROCUREMENT:
   [ ] RFP     [ ] RFQ     [ ] Bid
   [ ] Other:

5. COMMITTEE REVIEW: DATE:
   [ ] Administration & Finance
   [ ] Budget
   [ ] Health
   [ ] Human Services
   [ ] Law & Public Safety
   [X] Planning & Economic Development 12/17/19
   [ ] Public Works

6. DISTRIBUTION LIST:
   [X] Administration   [ ] Finance   [X] Counsel
   [ ] Clerk to the Board   [ ] Procurement
   [ ] Other:

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191257
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION AUTHORIZING AN INSURANCE CONTRACT BETWEEN THE COUNTY OF PASSAIC AND TRAVELERS INDEMNITY GROUP OF NEW JERSEY FOR MASTER PROPERTY INSURANCE COVERAGE FOR VARIOUS PASSAIC COUNTY BUILDINGS FOR A POLICY PERIOD OF JANUARY 1, 2020 TO JANUARY 1, 2021 FOR A TOTAL PREMIUM OF $402,382.00, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
INSURANCE DIVISION

REVIEWS BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Dated: December 30, 2019
RESOLUTION AUTHORIZING AN INSURANCE CONTRACT BETWEEN THE COUNTY OF PASSAIC AND TRAVELERS INDEMNITY GROUP OF NEW JERSEY FOR MASTER PROPERTY INSURANCE COVERAGE FOR VARIOUS PASSAIC COUNTY BUILDINGS FOR A POLICY PERIOD OF JANUARY 1, 2020 TO JANUARY 1, 2021 FOR A TOTAL PREMIUM OF $402,382.00

WHEREAS the Board of Chosen Freeholders of the County of Passaic (the “Board”) is committed to taking all necessary steps to protect and preserve the assets of the County of Passaic (the “County”) to the maximum degree practicable; and

WHEREAS in furtherance of this goal, the County has long maintained Master Property Insurance Coverage protecting against losses and damage sustained to County facilities and their contents; and

WHEREAS the County received two quotes one from Travelers Insurance in the amount of $399,982.00 plus $2,400.00 PLIGA surcharge for a total of $402,382.00 and the other from Chubb in the amount of $402,516.00; and

WHEREAS Travelers had offered to renew the said Master Property Insurance Policy for the period of January 1, 2020 through January 1, 2021 for the sum of $402,382.00; and

WHEREAS Fairview Insurance Agency Associates, Inc., the County of Passaic agent for this policy, recommending that this renewal offer be accepted; and

WHEREAS the Board is desirous of accepting these recommendations and awarding the insurance contract to Travelers on the terms outlined above; and
WHEREAS the said Board by Resolution R-06-97 dated February 14, 2006 established a policy of awarding contracts in excess of the monetary threshold set forth under the "Pay to Play" Law only under the "Fair and Open" process as defined therein; and

WHEREAS the Passaic County Self Insurance Commission meeting reviewed this matter and is recommending this resolution to the full Board for approval with the understanding that the recipient has not made and will not be making political contributions as set forth under the Campaign Contributions and Expenditures Reporting Act (N.J.S.A. 19:44A-1); and

WHEREAS Fairview Insurance Agency Associates, Inc., will be processing all billings and payments on behalf of the County of Passaic; and

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

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that an insurance contract on a non-fair and non-open basis be and is hereby authorized between the County of Passaic as insured and Travelers Insurance Company of New Jersey as carrier for the master property insurance for Passaic County-owned facilities and contents for the period January 1, 2020 through January 1, 2021 pursuant for an annual premium of $402,382.00; and

BE IT FURTHER RESOLVED that the Freeholder Director, County Administrator, Clerk to the Board and all other necessary
officers and employees be and hereby are authorized and directed to take such further actions and execute such further documents as are required to effectuate this resolution; and

**BE IT FURTHER RESOLVED** that this contract is awarded without competitive bidding as one for insurance and insurance-related services in accordance with the Local Public Contracts Law; specifically, N.J.S.A. 40A:11-5(l)(m); and

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

NA:lc  
Dated: December 30, 2019
December 27, 2019

Mr. Vicken Sarkissian  
County of Passaic  
Office of Self-Insurance  
401 Grand Street  
Room 532  
Paterson, New Jersey 07505

Re: County of Passaic 2020 Property Insurance Renewal

Mr. Sarkissian,

Fairview Insurance Agency has completed the renewal process for the County’s Property Insurance. Based on the coverage provided by Travelers at the most competitive premium, it is our recommendation that the County of Passaic renew the Property coverage with Travelers Insurance Company.

Please let me know if you have any questions regarding this matter.

Sincerely,

[Signature]

Thomas J. FitzPatrick  
Executive Sales  
Fairview Insurance Agency Associates, Inc.
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $402,382

APPROPRIATION: O-01-20-120-005-105
   Upon adoption of the 2020 Budget

PURPOSE: Award of a contract to Travelers Indemnity Group
   For Master Property insurance Coverage
   For calendar year 2020

Richard Cahill, Chief Financial Officer

DATED: December 20, 2019
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM

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

Agenda: RESOLUTION RATIFYING THE MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF PASSAIC AND LOCAL 1032 OF THE COMMUNICATION WORKERS OF AMERICA, REPRESENTING SECURITY GUARDS AT PREAKNESS HEALTHCARE CENTER FOR A PERIOD COMMENCING JANUARY 1, 2020 AND TERMINATING DECEMBER 31, 2023, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
COUNTY ADMINISTRATOR

REVIEWED BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

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AYE.= yes  NAY.= no  ABST.= abstain
RECU.= recuse

Dated: December 30, 2019
RESOLUTION RATIFYING THE MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF PASSAIC AND LOCAL 1032 OF THE COMMUNICATION WORKERS OF AMERICA, REPRESENTING SECURITY GUARDS AT PREAKNESS HEALTHCARE CENTER FOR A PERIOD COMMENCING JANUARY 1, 2020 AND TERMINATING DECEMBER 31, 2023

WHEREAS negotiations were heretofore conducted between the County of Passaic (the “County”) and Local 1032 of the Communication Workers of America (the “Union”), representing Security Guards at Preakness Healthcare Center; and

WHEREAS said negotiations have been memorialized in a Memorandum of Agreement (hereinafter “MOA”) (attached hereto), which amended the collective bargaining agreement between the County and Union that expires on December 31, 2019; and

WHEREAS the Board of Chosen Freeholders is desirous of recognizing said MOA between the County and the Union for the period stated above; and

WHEREAS the Finance and Administration Committee considered this matter at its meeting of December 18, 2019 and recommended this resolution to the full Board for adoption.

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that the said Board does hereby ratify and recognize the MOA between the County and said Union, in accordance with the terms of the
MOA attached dated December 17, 2019 and effective on January 1, 2020.

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

December 30, 2019
Memorandum of Agreement

between the

County of Passaic

and

Communication Workers of America, Local No. 1032

representing Security Guards at Preakness Healthcare Center

WHEREAS, the County of Passaic (hereafter "County" or "Employer") operates the Preakness Healthcare Center ("Preakness"), a nursing home in Wayne, New Jersey, offering a variety of medical services to the general public; and

WHEREAS, the County employs security guards to ensure the safety of the residents and employees at Preakness, who are represented in collective bargaining agreements by the Communication Workers of America Local No. 1032 (hereafter "CWA" or "Union"); and

WHEREAS, the terms negotiated herein were done so in good faith and in compliance with N.J.S.A. 34:13A-1, et seq., and amend the collective bargaining agreement (hereafter "Agreement") that expires between the County and Union on December 31, 2019; and

WHEREAS, at negotiation sessions that took place on November 14, 2019, December 2, 2019, and December 17, 2019, and having bargained in good faith and mutually agreed, hereby state the following amendments to the Agreement:

CHANGES THROUGHOUT AGREEMENT

The County proposes making the following amendments throughout the Agreement:

1. Adding section titles for ease of clarity in the table of contents;
2. Referring to the County of Passaic as "County";
3. Referring to the Communication Workers of America, Local No. 1032, as "Union";
4. When a clause in the Agreement is deleted, the Article shall be renumbered for ease of clarity; and
5. Sections within Articles can be renumbered for sake of organization and ease of clarity, without materially changing the intent of the language.
ARTICLE IV. UNION SECURITY

Article IV, Union Security, Section 4.2. Amend the language as follows:

Due Check Off: The Employer agrees to deduct Union monthly membership dues from the pay of those employees who have authorized such deductions in writing pursuant to N.J.S.A. 52:14-15.9e. The amounts so deducted shall be forwarded to the Union with a list of all names of the employees for whom the deductions are made by the 10th day of the succeeding month after which such deductions are made to the following address.

Treasurer
CWA Local 1032
67 Scotch Road
Ewing, NJ 08628

Dues deductions for any employee in the bargaining unit shall be limited to the Communications Workers of America the majority representative and the employee shall be eligible to withdraw such authorization only as of July 1 of each year, provided such notice has been timely filed. The Employer further agrees to institute an agency fee deduction from the pay of each represented employee who does not join the Union. The representation fee to be paid by non-members shall be an amount up to eighty-five (85%) percent of the monthly Union dues. The County shall comply with N.J.S.A. 34:13A-1 et seq., commonly known as the Workplace Democracy Enhancement Act, and all amendments thereto.

ARTICLE VI. WORK WEEK

Article VI, Work Week, Section 6.3. Amend the language as follows:

The County shall arrange the weekly scheduling to ensure each full time employee every other weekend off for employees hired after April 26, 2016 ratification of this Agreement. The County will make a good faith effort to provide one (1) weekend off per month for part time employees, subject to maintaining required staffing levels.

ARTICLE VII. HOURS OF WORK

Article VII, Hours of Work, Section 7.5, Employees’ Meals. Amend the language as follows:

Employees covered by this Agreement working the first and second shifts shall, through a payroll deduction, be charged four dollars ($4.00) per week for meals forty eight (48) weeks per year. Employees working the third shift shall be charged two dollars ($2.00) per week for meals forty eighty (48) weeks per year. Employees shall not be reimbursed for such meal allowance while on sick leave, medical leave of absence, vacation, family leave, workers’ compensation leave, suspension, or other leave.

Article VII, Hours of Work, Section 7.6. Amend the language as follows:

Benefit time may not be used for a full time employee’s scheduled weekend on duty. This includes individual vacation days, personal days, holidays, or sick time. Four (4) days or more shall not constitute violation of this section. This Section does not apply to part time employees.
ARTICLE IX. COMPENSATION

Article IX, Compensation, Section 9.1. Strike the language and replace with the following:

All employees shall move one (1) step on the Salary Guide and receive a one percent (1.00%) cost of living adjustment. Those employees at max shall receive one thousand dollars ($1,000.00) on his/her base salary.

Article IX, Compensation, Section 9.2. Strike the language and replace with the following:

All employees shall move one (1) step on the Salary Guide and receive a one percent (1.00%) cost of living adjustment. Those employees at max shall receive one thousand dollars ($1,000.00) on his/her base salary.

Article IX, Compensation, Section 9.3. Strike the language and replace with the following:

All employees shall move one (1) step on the Salary Guide and receive a one percent (1.00%) cost of living adjustment. Those employees at max shall receive one thousand dollars ($1,000.00) on his/her base salary.

Article IX, Compensation, Section 9.4. Strike the language and replace with the following:

All employees shall move one (1) step on the Salary Guide and receive a one percent (1.00%) cost of living adjustment. Those employees at max shall receive one thousand dollars ($1,000.00) on his/her base salary.

Article IX, Compensation, Section 9.9. Amend the language as follows:

Employees assigned to the second and third shifts will receive a shift differential of seventy five cents ($0.75) per hour. Employees hired after ratification of the Agreement April 26, 2016 will no longer be entitled to night differential.

Article IX, Compensation, Section 9.11 [NEW]. Insert the following language:

All employees in the Union shall be subject to the Salary Guide attached hereto as Exhibit A.

ARTICLE XI. INSURANCE

Article XI, Insurance, Section 11.1. Strike the language and replace with the following:

Employees in the Union, upon the completion of a ninety (90) day probationary period, shall be eligible to receive health insurance, prescription insurance, and dental insurance as provided by the County. Co-pays and premiums shall be determined by the plan the employee chooses to join. The County shall make several plans available to employees, and the employees can choose said plan during the open enrollment period. Part time employees working at least twenty-four (24) hours or more per week are only eligible for single health care coverage.
Article XI, Insurance, Section 11.2. Strike this section in its entirety.

Article XI, Insurance, Section 11.3. Strike this section in its entirety.

ARTICLE XIII. SENIORITY

Article XIII, Seniority, Section 13.3. Amend the language as follows:

If a question arises concerning the seniority of one or more employees who were hired on the same date, the following shall apply:

(a) If hired prior to July 1, 1998, seniority shall be determined by the order in which such employees within a given classification are shown on the County’s payroll records.

(b) The County will make available to the Union the record pertaining to the employee in question to determine in which order the names appear.

ARTICLE XXI. GENERAL PROVISIONS

Article XXI, General Provisions, Section 21.5, Union Business Leave. Amend the language as follows:

(a) Negotiation Committee. Employees in the Union who are members of the Union Negotiating Committee, not to exceed two (2) in number, shall be granted time off duty at full pay for all meetings between the County and the Union for purposes of negotiating the terms of an agreement when such meetings take place during the regular working hours of such employees. No more than two (2) employees will be released from any particular shift on any given day.

(b) Grievances. If the Union duly authorizes a member to represent them during the formal hearing of grievances, and if such hearing of a grievance takes place during the regular working hours of said employee, that employee/representative shall be excused from duty, without loss of pay, for such time as may be necessary to hear the grievance.

(c) Union Sponsored Meetings. Time off shall be granted with pay for official representatives of the Union to attend Communication Workers of America’s national and State meetings, or to attend training that is sponsored by the CWA, provided such time off is not in excess of ten (10) days in the aggregate of each calendar year.

Article XXI, General Provision, Section 21.8. Amend the language as follows:

In the event of an emergency, the guard assigned to the switchboard may not be able to provide assistance. It is understood that the guard will not be disciplined for not responding to a call of assistance. A post shall not be abandoned without authorized relief except in emergent situations.
ARTICLE XXIII. HOLIDAYS

Article XXIII, Holidays, Section 23.2. Amend the language as follows:

Any improved benefit legislated by the State or Passaic County Board of Chosen Freeholders for all other employees will be extended to covered employees at the Preakness Healthcare Center.

Article XXIII, Holidays, Section 23.5. Amend the language as follows:

In order to be eligible for holiday pay, an employee must work his/her regularly scheduled shift before the holiday and first regularly scheduled shift after the holiday. For the purposes of being eligible for holiday pay, "work" is defined as reporting and working an employee's allotted shift, and not the use of sick time off as set forth in the Agreement.

ARTICLE XXVII. TERMINATION

Article XXVII, Termination, Section 27.1. Amend the language as follows:

This Agreement shall take effect retroactively to January 1, 2020, and shall remain in full force and effect until the 31st day of December, 2025. In the event that a successor agreement is not reached by the expiration of this agreement, the parties agree that it would not preclude an employee from receiving an increase in their longevity if said employee is entitled to an increase.

It shall be renewed from year to year thereafter unless either party shall give written notice of its desire to modify this Agreement.

Article XXVII, Termination, Section 27.2. Amend the language as follows:

This Agreement shall terminate on December 31, 2025.
ACKNOWLEDGEMENT OF RATIFICATION AND INCORPORATION

The County and Union agree to recommend these terms and conditions to their respective constituents for ratification. All issues agreed to shall be incorporated into the new Agreement. All issues not previously agreed to and not mentioned herein are withdrawn. All other language in the expired Agreement shall continue in the new contract and remain status quo.

COUNTY OF PASSAIC:

Anthony J. DeNoia, III
Passaic County Administrator

DATED: 1/1/19

COMMUNICATION WORKERS OF AMERICA, LOCAL NO. 1032

Mario Rivera
Staff Representative

DATED: 2/7/19
EXHIBIT A
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
M.I.S.

REVIEWED BY:
Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:
Michael H. Glovin, Esq.
COUNTY COUNSEL

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<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

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

Dated: December 30, 2019
RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES

WHEREAS various Passaic County Departments and Institutions have requested the purchase of items and services pursuant to State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules as indicated in the attached correspondence for the Various Passaic County Departments; and

WHEREAS the Board of Chosen Freeholders is desirous of approving said purchase in accordance with the terms of the State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules and authorizing the Purchasing Agent to issue the appropriate Purchase Order; and

WHEREAS the Passaic County Finance Committee has considered this matter and recommend this Resolution to the full Board for adoption; and

WHEREAS a certification is attached indicating that funds are available for the above contemplated expenditures;

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of goods and/services in accordance with the terms of the applicable State Contract described below:
Vendor: MRA International
State: #89974
Description: Software, Hardware & Maint. Agreements
Using Agency: MIS
Requisition No.: R9-07728
Amount: $11,737.60
Account: 9-01-20-111-003-219

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

Dated: December 30, 2019
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Micah Hassinger
   Telephone #: 973 881-4273

DESCRIPTION OF RESOLUTION:
Approval of funds for purchase of HP Gen10 Server

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: $11,737.60
   REQUISITION #: R9-07728
   ACCOUNT #: 9-01-20-111-003-219

4. METHOD OF PROCUREMENT:
   [ ] RFP  [ ] RFQ  [ ] Bid
   [x] Other: NASPO MNNVP-134-40116

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: December 10, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191260
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $11,737.60

APPROPRIATION: 9-01-20-111-003-219

PURPOSE: Resolution authorizing award of contract to MRA International via state contract.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC:fr

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191260
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
PURCHASING

REVIEWS BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Dated: December 30, 2019
RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES

WHEREAS various Passaic County Departments and Institutions have requested the purchase of items and services pursuant to State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules as indicated in the attached correspondence for the Various Passaic County Departments; and

WHEREAS the Board of Chosen Freeholders is desirous of approving said purchase in accordance with the terms of the State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules and authorizing the Purchasing Agent to issue the appropriate Purchase Order; and

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

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

WHEREAS from time to time State Contract and Cooperative Contract members change due to renewals or addition of essentially similar products; and

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of the goods and/services in accordance with the terms of the applicable State Contract described below:
<table>
<thead>
<tr>
<th>Vendor:</th>
<th>Absolute Auto &amp; Flat Glass</th>
</tr>
</thead>
<tbody>
<tr>
<td>State:</td>
<td>#40172</td>
</tr>
<tr>
<td>Description:</td>
<td>Windshield &amp; Glass Materials &amp; Repair</td>
</tr>
<tr>
<td>Using Agency:</td>
<td>PCSO, Para Transit, B&amp;G, Roads, PCPO</td>
</tr>
<tr>
<td>Amount:</td>
<td>$25,500.00</td>
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<tr>
<td>Account:</td>
<td>Various</td>
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<thead>
<tr>
<th>Vendor:</th>
<th>Airbrake and Equipment</th>
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</thead>
<tbody>
<tr>
<td>State:</td>
<td>#A42088</td>
</tr>
<tr>
<td>Description:</td>
<td>Auto and Truck parts and repairs</td>
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<tr>
<td>Using Agency:</td>
<td>Roads</td>
</tr>
<tr>
<td>Amount:</td>
<td>$25,500.00</td>
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<tr>
<td>Account:</td>
<td>0-01-26-151-001-222 and 0-01-26-151-001-249</td>
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<tr>
<th>Vendor:</th>
<th>Air Gas East</th>
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</thead>
<tbody>
<tr>
<td>State:</td>
<td>#83289</td>
</tr>
<tr>
<td>Description:</td>
<td>Oxygen, Propane, &amp; Welding Gases</td>
</tr>
<tr>
<td>Using Agency:</td>
<td>PCSO, Preakness, B&amp;G, Roads, Operations, Parks</td>
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<tr>
<td>Amount:</td>
<td>$20,000.00</td>
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<td>Account:</td>
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<tr>
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<tbody>
<tr>
<td>State:</td>
<td>17-Fleet-00770</td>
</tr>
<tr>
<td>Description:</td>
<td>Homeland Security Equip. &amp; Supplies</td>
</tr>
<tr>
<td>Using Agency:</td>
<td>PCSO</td>
</tr>
<tr>
<td>Amount:</td>
<td>$10,500.00</td>
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<thead>
<tr>
<th>Vendor:</th>
<th>Atlantic Switch and Generator</th>
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</thead>
<tbody>
<tr>
<td>MCCCOOP:</td>
<td>#46</td>
</tr>
<tr>
<td>Description:</td>
<td>Preventive Maintenance/Repair of Emergency Generators</td>
</tr>
<tr>
<td>Using Agency:</td>
<td>Building and Grounds</td>
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<tr>
<td>State:</td>
<td>#86389; 17-Fleet-00732</td>
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<tr>
<td>Description:</td>
<td>Homeland Security Equip. &amp; Supplies, Uniforms</td>
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<tr>
<td>Using Agency:</td>
<td>PCSO, PCPO, OEM, Police Academy</td>
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<thead>
<tr>
<th>Vendor:</th>
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<tr>
<td>State:</td>
<td>#A51464; A40467; 40464</td>
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<tr>
<td>Description:</td>
<td>Copier Maint. &amp; Supplies</td>
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<tr>
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<td>All Departments</td>
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<td>Vendor:</td>
<td>Barnwell House of Tires</td>
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<td>19-Fleet-00708</td>
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<tr>
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<tr>
<td>State:</td>
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<tr>
<td>Description:</td>
<td>OEM &amp; Non-OEM Maint &amp; Repair for Light/Med Vehicles</td>
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<tr>
<td>Using Agency:</td>
<td>Roads, Parks</td>
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<td>Amount:</td>
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<tr>
<td>Description:</td>
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<td>Description:</td>
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<tr>
<td>Description:</td>
<td>Repairs - Trucks &amp; Plows</td>
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<td>CC-0047-19</td>
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<td>MCCOOP#:</td>
<td>#11</td>
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<td>80762; 81519</td>
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<td>Description:</td>
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<td>Vendor:</td>
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<td>SCCOOP:</td>
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<td>#89850</td>
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<tr>
<td>Bergen:</td>
<td>CK04 and 11BCCPS 18-18.1 Parts; 18-19.1 Repair</td>
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<td>Furnish/Deliver Parts/Accessories Auto &amp; Hvy Duty Vehicles;</td>
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<td>Repair Lrg Vehicles, Equip &amp; Diesel Engines</td>
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<th>Vendor:</th>
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<td>State:</td>
<td>17-Fleet-00721</td>
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<td>Description:</td>
<td>Police &amp; Homeland Security Equip. and Supplies, Ammo</td>
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<td>Amount:</td>
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<tr>
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<tbody>
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<td>State:</td>
<td>#87720; 40116</td>
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<tr>
<td>Description:</td>
<td>Software, Hardware &amp; Maint.</td>
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<thead>
<tr>
<th>Vendor:</th>
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<tr>
<td>MCCOOP:</td>
<td>#19</td>
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<tr>
<td>Description:</td>
<td>Concrete Blocks &amp; Granite Blocks</td>
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<td>Vendor:</td>
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<td>-------------------------------</td>
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<td>State:</td>
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<tr>
<td>Description:</td>
<td>Nuts, Bolts and Fasteners</td>
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<td>Roads, Parks, PCSO</td>
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<th>Vendor:</th>
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<td>19-Fleet-00708</td>
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<tr>
<th>Vendor:</th>
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<tr>
<td>Hunterdon:</td>
<td>HCES-CAT 19-09</td>
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<tr>
<td>Description:</td>
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<td>Vendor:</td>
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<td>Computers, Copiers, Printers &amp; Supplies</td>
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<td>Homeland Security Equip. &amp; Supplies</td>
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<td>Gasoline &amp; Fuels</td>
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<td>Service Block Contract</td>
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BE IT FURTHER RESOLVED that the Purchasing Agent and all other necessary officers and employees be and hereby are authorized and directed to take such further actions and sign such documents as are necessary to effectuate the purpose of this resolution, including but not limited to issuance of an appropriate Purchase Order.

December 30, 2019
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Sherry Arvanitakis
   Telephone #: 973-247-3304

DESCRIPTION OF RESOLUTION:
Omnibus Resolution for Various State Contracts and Cooperatives Calendar 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: $ ________________
   REQUISITION #: Various
   ACCOUNT #: Various

4. METHOD OF PROCUREMENT:
   □ RFP   □ Rf-Q   □ Bid
   □ Other: ______________________________________

5. COMMITTEE REVIEW:
   □ Administration & Finance
   □ Budget
   □ Health
   □ Human Services
   □ Law & Public Safety
   □ Planning & Economic Development
   □ Public Works

   DATE:
   __________
   __________
   __________
   __________
   __________
   __________

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

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution#: R20191281
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $7,951,100.00

APPROPRIATION: Various accounts contingent upon availability of funds in 2020 budget.

PURPOSE: Resolution authorizing award of contract to various vendors for various amounts to be purchased on a needs basis.

DATED: December 30, 2019

RC:fr

Richard Cahill, Chief Financial Officer
Public Meeting (Board Meeting)

Date: Dec 30, 2019 - 10:00 AM
Location: County Administration Building
220
401 Grand Street
Paterson, NJ 07505

Agenda: RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES, ALL AS NOTED IN THE RESOLUTION.

THIS RESOLUTION WAS REQUESTED BY:
Purchasing

REVIEWED BY:

Anthony J. De Nova III
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Michael H. Glovin, Esq.
COUNTY COUNSEL

Late Starters
COMMITEE NAME

<table>
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<td>12/30/2019</td>
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<td>12/30/2019</td>
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PRES. = present  ABS. = absent  MOVE = moved  SEC. = seconded
AYE = yes  NAY = no  ABST. = abstain  RECU. = recuse

Dated: December 30, 2019
RESOLUTION TO PURCHASE VIA STATE CONTRACT AND COUNTY COOPERATIVES

WHEREAS various Passaic County Departments and Institutions have requested the purchase of items and services pursuant to State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules as indicated in the attached correspondence for the Various Passaic County Departments; and

WHEREAS the Board of Chosen Freeholders is desirous of approving said purchase in accordance with the terms of the State Contract, Cooperative Purchasing Agreements and/or Federal GSA Schedules and authorizing the Purchasing Agent to issue the appropriate Purchase Order; and

WHEREAS the Passaic County Finance Committee has considered this matter and recommend this Resolution to the full Board for adoption; and

WHEREAS a certification is attached indicating that funds are available for the above contemplated expenditures;

NOW THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Passaic that it hereby authorizes the purchase of goods and/services in accordance with the terms of the applicable State Contract described below:
Vendor: MRA International
State: #89974
Description: Software, Hardware & Maint. Agreements
Using Agency: Supt. of Elections
Requisition No.: R9-07457
Amount: $21,804.00
Account: 9-01-22-141-001-E01

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

Dated: December 30, 2019
RESOLUTION REQUEST FORM

1. NAME OF REQUESTER: Sherry Arvanitakis
   Telephone #: 973-247-3304

   DESCRIPTION OF RESOLUTION:
   MRA International State Contract Vendor # 89974

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: $ 21,804.00
   REQUISITION #: R9-07457
   ACCOUNT #: 9-01-22-141-001-E01

4. METHOD OF PROCUREMENT:
   □ RFP   □ RFQ   □ Bid
   □ Other: ______________________

5. COMMITTEE REVIEW:
   ☑ Administration & Finance
   □ Budget
   □ Health
   □ Human Services
   □ Law & Public Safety
   □ Planning & Economic Development
   □ Public Works
   □ Other: ______________________

   DATE:

   Introduced on: December 30, 2019
   Adopted on: December 30, 2019
   Official Resolution #: R20191282

6. DISTRIBUTION LIST:
   □ Administration   □ Finance   ☑ Counsel
   □ Clerk to the Board □ Procurement
   □ Other: ______________________
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: $21,804.00

APPROPRIATION: 9-01-22-141-001-E01

PURPOSE: Resolution authorizing award of contract to MRA International via state contract.

Richard Cahill, Chief Financial Officer

DATED: December 30, 2019

RC: fr

Introduced on: December 30, 2019
Adopted on: December 30, 2019
Official Resolution #: R20191282