
HOLMDEL TOWNSHIP

OFFICE OF THE TOWNSHIP CLERK

TO: Mayor and Township Committee

FROM: Maureen Doloughty, RMC, Township Clerk

DATE: August 11, 2016

RE: **Agenda Items for the Meeting of August 16, 2016**

PLEASE NOTE: There will be a Closed Session beginning at 7:00 PM

Presentation

1. Eric Hernando and Nick Rybakowski completed a four month "Emergency Manager Course" in November of 2015.
2. Boys Lacrosse became the Coastal Lacrosse League 2016 Champions

Consent

3. The list of Bills Payable has been forwarded to you for review. The Resolution of Approval has been prepared.
4. The List of Purchases over \$3,500 is enclosed for your review.
5. Since all the bonded improvements have been completed for the Bayshore Hospital Medical Gas Improvements, the Engineer has recommended that the Performance Bond be released subject to the acceptance of a Maintenance Bond. A Resolution has been prepared.
6. The appointment of KerryAnn Callery is being requested to fill a vacancy due to a transfer. The position is permanent pending approval through the NJ Civil Service Commission procedure which includes a ninety-day working test period.
7. The request is being made to promote Christopher O'Connor to the position of Assistant Supervisor Public Works in the Department of Public Works effective August 17, 2016. The promotion is provisional and is pending until final approval through the NJ Civil Service Commission's promotional exam procedures.

HOLMDEL TOWNSHIP

OFFICE OF THE TOWNSHIP CLERK

8. The request is being made to appoint Louis Torres as a Class II Special Officer to assist with courtroom security duties. Lou Torres was employed as a full time Police Officer with Holmdel Police Department from 1981 to 2015 when he retired. He has now been separated for more than six months and has applied for a part-time Special II position. Currently there is an open Class II position.

9. The Recreation Director has requested that the Committee approve the appointment of Nicholas Masotti as a Summer Day Camp Counselor at a rate of \$7.25 per hour effective July 15, 2016

10. The Engineer has performed a maintenance bond inspection at the Kohl's Plaza site to determine if any deficiencies exist prior to the release of the bond. Deficiencies were observed and the Engineer has recommended that the Maintenance Bond not be released until the deficiencies are addressed.

11. The Township of Holmdel is permitted to join National Cooperative Purchasing Agreements under the authority of NJSA 52:34-6.2(b)(3) with said Membership #28049 approved with Resolution dated August 18, 2015. A Notice of Intent to Participate in the NJPA Contract 21815-DAC (Deere & Company) was provided on July 16, 2016, for the purchase of a John Deere 5100E Utility Tractor and Tiger Boom Mower Wildcat.

12. A contract was awarded in 2015 for the Snow Plowing & Removal Services with Holmdel Nurseries. The contract contained a clause allowing the Township to exercise the option to renew the contract. It has been determined that it would be in the best interest of the Township to renew the contract with Holmdel Nurseries for the 2016-2017 Season.

13. A Resolution has been prepared returning fees paid to the Recreation Department.

14. Due to the cancellation of the sale of 3 Flemer Court the Zoning Officer and Code Enforcement Officer are recommending the Township Committee authorize the return of the Certificate of Occupancy Fee.

15. The Engineer has inspected the Holmdel Route 35 LLC site to determine the amount of bondable improvements. It has been determined that some deficiencies remain and must be addressed prior to the release of the Bond. However, the Engineer has determined that the Bond may be reduced. A Resolution has been prepared.

16. The recommendation is being made that the Township Committee adopt the attached Resolution which will permit Holmdel Township to conduct fire service certified training recognized and sanctioned by the State's Division of Fire Safety.

HOLMDEL TOWNSHIP

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17. The Recreation Director is recommending the Township Committee approve the refunds of the work bonds to those swim team parents who completed their volunteer requirements

18. The Township Committee approved the application for the renewal of the Liquor License for Bella Hospitality at the June 21, 2016 Meeting. However, it is permissible to hold a 'Pocket License' for a period of 2 years. The initial License was issued for 2014-2015 and renewed for 2015-2016. A Special Ruling is required from ABC in order to approve the License for 2016-2017.

Engineer

19. The bids for the 2016 Capital Improvement Program were opened on August 11, 2016. Based on the results, Mr. Broberg is recommending that the contract be awarded to the low bidder, Jads Construction. A Resolution has been prepared.

20. Mr. Broberg will present the proposals for the Improvements to Cross Farm Park.

Introduction of Ordinances

21. Ordinance 2016-12 updates the Drug Free Zone Map at the request of the Police Department to include the Mahoras Greenway and Ramanessin Greenway.

Discussion and Possible Introduction

22. Bond Ordinance 2016-13 will authorize the installation of synthetic turf athletic fields, including related improvements and amenities, at Cross Farm Park in, by and for the Township. Said improvement shall include all work, materials and appurtenances necessary and suitable.

Minutes

23. The Minutes of the Meeting held on Approve Minutes of the Meeting held on April 5, May 3, and July 12, 2016 have been sent to you for review.

Administrator

24. Anthony Iovino has submitted a proposal for the architectural/interior design of the Holmdel Library.

Holmdel Township

4 CRAWFORDS CORNER ROAD
HOLMDEL, NEW JERSEY 07733

Tel: 732-946-2820

Fax: 732-946-0116

HOLMDEL TOWNSHIP COMMITTEE REGULAR MEETING

August 16, 2016

7:00 PM Executive Session
7:30 PM Open Session

Date

Time

Call meeting to order.

Statement to be read by Mayor:

I hereby announce that pursuant to Section 5 of the Open Public Meetings Act that adequate notice of this meeting has been provided in the notice which was sent to the Asbury Park Press, the Independent, and the Two River Times and posted on the bulletin board in Township Hall and filed in the Township Clerk's Office on January 9, 2016.

Roll Call:

	Present	Absent
Eric Hinds, Mayor	_____	_____
Gregory Buontempo, Deputy Mayor	_____	_____
Patrick Impreveduto, Committeeman	_____	_____
Thomas Critelli, Committeeman	_____	_____
Michael Nikolis, Committeeman	_____	_____

Also Present:

E.G. Broberg, Engineer	_____	_____
Robert F. Munoz, Attorney	_____	_____
Donna Vieiro, Township Administrator	_____	_____
Jeanette Larrison, Chief Financial Officer	_____	_____
Maureen Doloughty, Township Clerk	_____	_____
Wendy Patrovich, Deputy Township Clerk	_____	_____

Pledge of Allegiance and Moment of Silent Prayer

The Township Committee may adjust the order of the Agenda Items at their discretion

**Resolution to Close Meeting – Action May be Taken in Public After
Adjournment**

Presentation

1. Eric Hernando Nick Rybakowski - Emergency Manager Course
2. Holmdel Boys Lacrosse

Chief Financial Officer

Clerk

Consent Agenda

3. Approve Bills Payable
4. Approve Purchases over \$3,500
5. Adopt Resolution Releasing the Performance Bond Posted for Bayshore Community Hospital – Medical Gas Improvements
6. Approve the Appointment of Kerry Ann Callery as a Full Time Clerk1 at an Annual Salary of \$30,000 in the Municipal Court
7. Approve the Promotion of Christopher O'Connor to the Position of Assistant Supervisor Public Works in the Department of Public Works Effective August 17, 2016
8. Adopt Resolution Appointing Louis Torres as a Class II Special Officer to Assist with Courtroom Security Duties
9. Approve Nicholas Masotti as a Summer Day Camp Counselor at a rate of \$7.25 per hour effective July 15, 2016
10. Adopt Resolution Releasing the Maintenance Guarantee Posted for Kohl's Plaza
11. Adopt Resolution Awarding the Contract for the Purchase of John Deere 5100E Utility Tractor and Tiger Boom Mower Wildcat in the Amount of \$128,741.61 from Central Jersey Equipment (NJPA)
12. Adopt Resolution Exercising the Option to Renew the Snow Plowing Contract with Holmdel Nurseries for \$285.00 per hour for the period of October 1, 2016 – April 30, 2017

Township Committee Meeting – August 16, 2016

13. Adopt Resolution Refunding Recreation Fees
14. Adopt Resolution Refunding Continued Certificate of Occupancy Fee
15. Adopt Resolution Reducing the Performance Guarantee Posted by Holmdel Route 35, LLC
16. Adopt Resolution Permitting Holmdel Township to Conduct Fire Service Certified Training Recognized and Sanctioned by the State Division of Fire Safety
17. Adopt Resolution to Return Work Bonds to Swim Team Parents
18. Adopt Resolution Rescinding the ABC License issued to Bella Hospitality LLC

Engineer

19. Award Contract for 2016 Capital Improvement Program
20. Cross Farm Park Improvements

Introduction of Ordinances

21. AN ORDINANCE AMENDING CHAPTER 3 (POLICE REGULATIONS), SECTION 3-11(PUBLIC PROPERTY DRUG-FREE ZONE MAP) Section 3-11.1 (ADOPTION OF PUBLIC PROPERTY DRUG FREE ZONE MAP) OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF HOLMDEL, MONMOUTH COUNTY, NEW JERSEY 2016-12

Motion to adopt on first reading, publish in the Asbury Park Press and set Public Hearing for September 6, 2016

Discussion and Possible Introduction

22. BOND ORDINANCE TO AUTHORIZE THE INSTALLATION OF SYNTHETIC TURF ATHLETIC FIELDS AT CROSS FARM PARK IN, BY AND FOR THE TOWNSHIP OF HOLMDEL, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$3,300,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS. 2016-13

Motion to adopt on first reading, publish in the Asbury Park Press and set Public Hearing for September 7, 2016

Township Committee Meeting – August 16, 2016

Minutes

23. Approve Minutes of the Meeting held on April 5, May 3, and July 12, 2016

Departments

Administrator

24. Professional Services Proposal for Holmdel Library – Architectural/Interior Design

Professionals

Attorney

Boards/Committees

Business From the Committee

Public Portion – Agenda and Non-Agenda Items

Adjournment

BILLS PAYABLE RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the claims listed below on the Schedule of Bills Payable on August 16, 2016 be and the same hereby are approved and the Chief Financial Officer is authorized to pay said claims.

FUND DISTRIBUTION G-02	State Federal Grant Fund	\$	4,151.42
	Total of All Funds:	\$	4,151.42

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on August 16, 2016.

Maureen Doloughty, RMC
Township Clerk

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
STATE/FEDERAL GRANT FUND:	G-02	4,151.42	0.00	0.00	4,151.42
Total Of All Funds:		<u>4,151.42</u>	<u>0.00</u>	<u>0.00</u>	<u>4,151.42</u>

G/L Posting Summary

Account	Description	Debits	Credits
6-01-101-01-000-000	CASH - CLEARING #2000931217960	0.00	4,151.42
6-01-160-03-000-001	Due To/From Grant Fund	<u>4,151.42</u>	<u>0.00</u>
	Totals for Fund 6-01 :	4,151.42	4,151.42
6-02-160-05-000-001	Due To/From Current Fund	0.00	4,151.42
6-02-213-41-000-000	Appropriated Reserve GRANTS	<u>4,151.42</u>	<u>0.00</u>
	Totals for Fund 6-02 :	4,151.42	4,151.42
	Grand Total:	<u>8,302.84</u>	<u>8,302.84</u>

Batch Id: MLH Batch Type: C Batch Date: 08/02/16 Checking Account: CASH CLEARING G/L Credit: Budget G/L Credit
Generate Direct Deposit: N

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
16-02406	08/02/16	9TOM0004 Toms River Postmaster 1 Newsletter Summer 2016 Postage	1,311.42	G-02-41-770-014-001 CLEAN COMMUNITIES GRANT 2014	Budget	Aprv	1	1
			<u>1,311.42</u>					
16-02405	08/02/16	TREC0005 TREC 1 Newsletter Summer Edition 2016	2,840.00	808 Lowell Avenue G-02-41-770-014-001 CLEAN COMMUNITIES GRANT 2014	Budget	Aprv	2	1
			<u>2,840.00</u>					

checks:	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
	2	2	4,151.42

There are NO errors or warnings in this listing.

BILLS PAYABLE RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the claims listed below on the Schedule of Bills Payable on August 16, 2016 be and the same hereby are approved and the Chief Financial Officer is authorized to pay said claims.

FUND DISTRIBUTION	6-01	CURRENT FUND	\$	8,295.71
		Total of All Funds:	\$	8,295.71

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on August 16, 2016.

Maureen Doloughty, RMC
Township Clerk

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	6-01	8,295.71	0.00	0.00	8,295.71
Total of All Funds:		<u>8,295.71</u>	<u>0.00</u>	<u>0.00</u>	<u>8,295.71</u>

Range of Checking Accts: CASH CLEARING to CASH CLEARING Range of Check Ids: 33813 to 33813
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Contract	Reconciled/Void	Ref Num
PO #		Item Description						Ref Seq Acct
33813	08/04/16	WEXB0005 Wex Bank						2405
16-02434	1	JULY 31 Bill;a/c#369-666-630-8	8,295.71	6-01-31-460-460-401	Budget			1 1
				GAS/OIL: TOWNSHIP & FACILITIES				

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0	8,295.71	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	8,295.71	0.00

BILLS PAYABLE RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the claims listed below on the Schedule of Bills Payable on August 16, 2016 be and the same hereby are approved and the Chief Financial Officer is authorized to pay said claims.

FUND DISTRIBUTION	5-01	CURRENT FUND	\$ 1,550.00
FUND DISTRIBUTION	6-01	CURRENT FUND	\$ 461,681.57
FUND DISTRIBUTION	6-07	SWR	\$ 4,605.26
FUND DISTRIBUTION	6-12		\$ 33,976.22
FUND DISTRIBUTION	6-26	SWM	\$ 9,810.42
		Year Total:	\$ 510,073.57
FUND DISTRIBUTION	C-04	ORD	\$ 642,408.85
FUND DISTRIBUTION	D-02	DOG TRUST	\$ 432.32
FUND DISTRIBUTION	G-02	ST/FED GRANT	\$ 8,522.01
FUND DISTRIBUTION	T-12	OTHER TRUSTS	\$ 2,451.58
FUND DISTRIBUTION	T-24	FAIR HOUSING	\$ 1,346.90
		Year Total:	\$ 3,798.48
		Total Of All Funds:	\$ 1,166,785.23
		Total of all Projects:	\$ 28,132.33

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on August 16, 2016.

Maureen Doloughy, RMC
Township Clerk

Vendor # Name	PO # PO Date Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/chk	First Rcvd	Enc Date	Chk/Void	Invoice	1099
Item Description							Date	Date	Date		Exc]
Total Purchase Orders:	222 Total P.O.	Line Items:	323 Total List Amount:	1,166,785.23	Total Void Amount:						0.00

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	Total
CURRENT FUND	5-01	1,550.00	0.00	1,550.00	0.00	0.00	0.00	1,550.00
CURRENT FUND	6-01	461,616.67	0.00	461,616.67	65.00	0.00	0.00	461,681.67
SEWER OPERATING	6-07	4,605.26	0.00	4,605.26	0.00	0.00	0.00	4,605.26
	6-12	5,491.89	0.00	5,491.89	352.00	0.00	28,132.33	33,976.22
POOL OPERATING ACCOUNT	6-26	9,810.42	0.00	9,810.42	0.00	0.00	0.00	9,810.42
Year Total:		481,524.24	0.00	481,524.24	417.00	0.00	28,132.33	510,073.57
GENERAL CAPITAL	C-04	642,408.85	0.00	642,408.85	0.00	0.00	0.00	642,408.85
Dog Trust	D-02	432.32	0.00	432.32	0.00	0.00	0.00	432.32
STATE/FEDERAL GRANT FUNDS:	G-02	8,522.01	0.00	8,522.01	0.00	0.00	0.00	8,522.01
OTHER TRUSTS	T-12	2,451.58	0.00	2,451.58	0.00	0.00	0.00	2,451.58
FAIR HOUSING TRUST	T-24	1,346.90	0.00	1,346.90	0.00	0.00	0.00	1,346.90
Year Total:		3,798.48	0.00	3,798.48	0.00	0.00	0.00	3,798.48
Total of All Funds:		1,138,235.90	0.00	1,138,235.90	417.00	0.00	28,132.33	1,166,785.23

Project Description	Project No.	Rcvd Total	Held Total	Project Total
KOHL'S FACADE	MEF-000117	429.80	0.00	429.80
SOMERSET INV HL	OS-00014	1,976.39	0.00	1,976.39
CRUZ ASSOCIATES, LLC	PB-CRUZ AS	223.25	0.00	223.25
POLO CLUB OF HOLMDEL/JAG HOLD.	PB-POLO CL	2,697.75	0.00	2,697.75
SAIN'T MINA COPTIC ORTHODOX CH	PB-ST MI	356.25	0.00	356.25
TOLL BROS/DEV AGREEMENT	PB-TOLL DA	5,130.00	0.00	5,130.00
THE MANORS@ CRYSTAL GLEN LLC	PEF-000166	438.75	0.00	438.75
CAYDENZAR ASSOC/MERIDIAN	PEF-000167	2,548.25	0.00	2,548.25
PINNACLE HOPBROOK DEVEL.LLC	PEF-000204	1,362.73	0.00	1,362.73
SHERMAN 20 E BROOK	PEF-000215	371.25	0.00	371.25
COUNTRYSIDE DEVEL./LAUREL AVE	PEF-000245	342.41	0.00	342.41
HOLMDEL ROUTE 35 LLC (LUKOIL)	PEF-000249	1,533.00	0.00	1,533.00
TOLL BROS/RESERVE@HOLMDEL PH3	PEF-000257	9,084.00	0.00	9,084.00
SAMIR AJGAONKAR	ZB-AJGAONK	613.50	0.00	613.50
CORNERSTONE POWER HOLMDEL LLC	ZB-CORNSTO	230.00	0.00	230.00
MERIDIAN/BAYSH HOSP-OXYGEN BLD	ZB-MER OXY	245.00	0.00	245.00
NEW CINGULAR WIRELESS PCS, LLC	ZB-NEW CIN	140.00	0.00	140.00
NJ NATURAL GAS/REGULATOR SOLAR	ZB-NJNATGA	310.00	0.00	310.00
VARSHAVSKY, ALEXANDER	ZB-VARSHAV	100.00	0.00	100.00
Total of All Projects:		<u>28,132.33</u>	<u>0.00</u>	<u>28,132.33</u>

Over \$ 3,500 List for Township Committee Approval

AUGUST 16, 2016 Meeting

Project : Urethane Snow Plow Blade

Vendor: C.U.E., Inc.

Amount: \$ 7,945.00

Please see attached for complete description.

Project : Items needed for all parks for next/upcoming season (Aug, Sept, Oct, & Nov) - three individual quotes for three separate orders for the same vendor

Vendor: Pioneer Athletics

Amount: \$ 4,653.15

Please see attached for complete description.

Project :

Vendor:

Amount:

Jeff Smith

From: jpike@pioneerathletics.com
Sent: Thursday, July 21, 2016 2:29 PM
To: Jeff Smith
Cc: jpike@pioneerathletics.com
Subject: A quote has been created from Pioneer Athletics

 4529 INDUSTRIAL PARKWAY • CLEVELAND, OHIO 44133 VOICE: 8008771500 • FAX: 8008771511		DROP SHIP: HO4753001			
		CUSTOMER ACCT. NO. HO4753			
SOLD TO (SAME AS SHIP TO UNLESS INDICATED) HOLMDEL TOWNSHIP. ██████████ DPW,		ATTN: JEFF SMITH	EMAIL: jsmith@holmdeltownship-nj.com		
STREET: 4 CRAWFORDS CORNER RD		FAX: (732)834-9709	PHONE: (732)946-2820		
CITY / STATE: HOLMDEL NJ		ZIP CODE: 07733-1908	COUNTY: MONMOUTH		
SHIP TO: HOLMDEL TOWNSHIP PARKS & REC		ATTN: JEFF SMITH	EMAIL: jsmith@holmdeltownship-nj.com		
STREET: 14 CRAWFORDS CORNER RD		FAX: (-)	PHONE: (732) ██████████ 732 946 2820		
CITY: HOLMDEL	STATE: NJ	ZIP CODE: 07733	COUNTY: MONMOUTH		
DATE OF ORDER: 7/21/2016	BUYERS NAME: JEFF SMITH - HOLMDEL TOWNSHIP PARKS & REC		CUSTOMER PURCH. ORDER NO.		
SALESPERSON 41 41		SALESMAN ORDER NO. 140	TERMS: NET 15 DAYS		
DELIVERY NOTES:		MASTER TRACKING NUMBER:	Dock:		
Item Number	Product	Qty	Unit Price	Tax	Sub Total
FRONT5	FRONTLINE WHITE 5 GL.	42	\$39.00	\$0.00	\$1,638.00
FRT	SHIPPING & HANDLING CHARGES	1	\$42.00	\$0.00	\$42.00
Total value of items in this order:			\$1,680.00	\$0.00	\$1,680.00
Notes:					
PURCHASER: No order is final until accepted by the Cleveland office. Acceptance of this order may be made by prompt shipment of the goods (within 5 days from the date of the receipt of the offer [sales order form]). It is the intent of the parties that title to the goods to which this agreement relates shall not pass on the execution of this agreement, but shall pass on delivery of the goods by Pioneer Manufacturing to carrier in Cleveland. The goods shall be properly packaged and marked for shipment, and all terms of this agreement with respect to freight and insurance shall be satisfied. NO CANCELLATIONS WILL BE ACCEPTED AFTER ORDER HAS BEEN SHIPPED.					

Jeff Smith

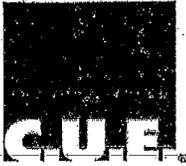
From: jplike@pioneerathletics.com
Sent: Thursday, July 21, 2016 2:50 PM
To: Jeff Smith
Cc: jplike@pioneerathletics.com
Subject: A quote has been created from Pioneer Athletics

 4529 INDUSTRIAL PARKWAY • CLEVELAND, OHIO 44135 VOICE: 8008771500 • FAX: 8008771511		DROP SHIP: HO4753001	
SOLD TO (SAME AS SHIP TO UNLESS INDICATED) HOLMDEL TOWNSHIP <i>DPW.</i>		ATTN: JEFF SMITH	EMAIL: jsmith@holmdeltownship-nj.com
STREET: 4 CRAWFORDS CORNER RD		FAX: (732)834-9709	PHONE: (732)946-2820
CITY / STATE: HOLMDEL NJ		ZIP CODE: 07733-1908	COUNTY: MONMOUTH
SHIP TO: HOLMDEL TOWNSHIP PARKS & REC		ATTN: JEFF SMITH	EMAIL: jsmith@holmdeltownship-nj.com
STREET: 14 CRAWFORDS CORNER RD		FAX: ()	PHONE: (732) [REDACTED]
CITY: HOLMDEL	STATE: NJ	ZIP CODE: 07733	COUNTY: MONMOUTH
DATE OF ORDER: 7/21/2016	BUYERS NAME: JEFF SMITH - HOLMDEL TOWNSHIP PARKS & REC	CUSTOMER PURCH. ORDER NO.	
SALESPERSON 41 41	SALESMAN ORDER NO. 142	TERMS: NET 15 DAYS	
DELIVERY NOTES:		MASTER TRACKING NUMBER:	Dock:

Item Number	Product	Qty	Unit Price	Tax	Sub Total
EZWINDER	E-Z STRINGER WINDER W/ 1000' STRING	1	\$193.75	\$0.00	\$193.75
MT400	MEASURING TAPE 400' OPEN REEL	1	\$41.50	\$0.00	\$41.50
MVPM1	MAX AEROSOL STRIPER	1	\$89.50	\$0.00	\$89.50
NP-2	NET STEEL PEGS 8" (8/PK)	1	\$14.95	\$0.00	\$14.95
PVPPM	MAX PREMIUM STRIPER	1	\$125.95	\$0.00	\$125.95
QSM	QUIK STRIPER MACHINE	1	\$89.50	\$0.00	\$89.50
QSMPP	QUIK STRIPE MARKING PISTOL ***PREMIUM***	1	\$25.50	\$0.00	\$25.50
QSTICK	QUIK STRIPE PAINT STICK	1	\$27.50	\$0.00	\$27.50
Total value of items in this order:			\$608.15	\$0.00	\$608.15

Notes:
 PURCHASER: No order is final until accepted by the Cleveland office. Acceptance of this order may be made by prompt shipment of the goods (within 5 days from the date of the receipt of the offer [sales order form]). It is the intent of the parties that title to the goods to which this agreement relates shall not pass on the execution of this agreement, but shall pass on delivery of the goods by Pioneer Manufacturing to carrier in Cleveland. The goods shall be properly packaged

FROM



C.U.E., Inc.
 11 Leonberg Road
 Cranberry Township, PA 16066
 U.S.A.
 "The Durability Experts"™

Phone: 724-772-5225
 U.S. Toll-free 1-800-283-4621
 FAX: 724-772-5280
 E-mail: cue@cue-inc.com
 Web: www.cue-inc.com

To: Holmdel Twp
 P.O. Box 410
 Holmdel Twp NJ 07733

Date: July 19, 2016

C.U.E. Quotation Number: 29212
 Customer Reference:

Attn: Glenn Henderson
 Phone: 732/946-2820
 FAX:
 E-mail: ghenderson@holmdeltownship-nj.com

Quoted By: Dan Piocquidlo
 Copy: Pentek Industrial
 Page: 1 of 1

ITEM	QUANTITY	DESCRIPTION	PRICE	UNIT
Compound: PO-650* / Color: Natural*				
1	50	Urethane Snow Plow Blade, Blank: 8" High x 60" Wide x 1-1/2" Thick**	\$149.00	Each***
2	-	Freight (Estimated Maximum Cost)	\$495.00	Lot
Total for 50 pieces, including freight: Pricing valid for 60 days			\$7,945.00	Total

Tolerances: Thickness @ +/- 1/8"
 Length @ +/- 1/2"
 Width @ +/- 1/4"

Delivery: To be determined at time of order (4-5 weeks typical for 50 pieces).

Please note that the following conditions/exceptions to your RFQ / Print are being made:

- * Material quoted is C.U.E. compound PO-650, an 88 (+/- 5) Shore 'A' durometer, liquid-cast, thermoset, polyester-based Polyurethane elastomer; in this compound's "NATURAL" (Un-pigmented/Off-White) color, similar to material provided to Holmdel Twp in previous orders.
- ** Snow Plow blades will be Open-Cast from one of the 8" wide x 60" long faces. Blades will be supplied 'Blank' (no mounting holes or slots).
- *** Pricing is based upon a 25% discount from list, with additional discount for 50-piece purchase quantity. Purchase quantities less than 50 pieces will necessitate a new quote price.

Prices quoted are in U.S. dollars and are subject to change after 30 days without notice.

TERMS: Net 30 Days

F.O.B.: Cranberry Township, PA, USA

SHIP POINT: Cranberry Township, PA, USA.

Customer Signature:

Date:

In placing an order, it is acknowledged that I have read, understand, and agree to all terms, conditions, tolerances, and noted exceptions quoted. Please sign and return a copy of this quotation with your purchase order. Thank you for the opportunity to work with you!

Snowplow Materials for Department of Public Works

We have been using a urethane product for our snowplow wear edges for several years. We have found that these urethane edges perform better than the steel edges that we used prior. They are less abrasive to road surfaces and curbing. They also extend the life of the snowplow by allowing some flexibility as opposed to steel. These urethane edges are sourced directly from the manufacturer. The attached quote is from the manufacturer. The company is C.U.E. This order should provide enough edges to last through this winter, and if this winter is mild they can be used the following winter. They are available locally, but the cost is more than double.

Questions can be directed to :

Glenn Henderson

Over \$ 3,500 List for Township Committee Approval

AUGUST 16, 2016 Meeting

Project : Urethane Snow Plow Blade

Vendor: C.U.E., Inc.

Amount: \$ 7,945.00

Please see attached for complete description.

Project : Items needed for all parks for next/upcoming season (Aug, Sept, Oct, & Nov) - three individual quotes for three separate orders for the same vendor

Vendor: Pioneer Athletics

Amount: \$ 4,653.15

Please see attached for complete description.

Project :

Vendor:

Amount:

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 5

Meeting Date: August 16, 2016

Subject: Bayshore Community Hospital – Medical Gas Improvements

Submitted by: Maureen Doloughty

Approved by:

RECOMMENDATION

It is recommended that the Committee adopt the Resolution

PREVIOUS ACTION

BACKGROUND

Since all the bonded improvements have been completed for the Bayshore Hospital Medical Gas Improvements, the Engineer has recommended that the Performance Bond be released subject to the acceptance of a Maintenance Bond. A Resolution has been prepared.

FISCAL IMPACT

None

Attachments:

Resolution
Engineer's letter

<i>For Internal Use</i>	
Township Committee Action	
Approve	Denied
Other	
Comments: _____	

RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee that Performance Bond #105867294 issued by Travelers Casualty and Surety of America in the reduced amount of \$10,076.40 and Performance Cash Bond in the reduced amount of \$1,119.60 posted for Bayshore Community Hospital – Medical Gas Improvements be released subject to:

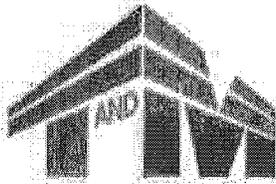
- Acceptance of the Maintenance Bond and Maintenance Bond Inspection Fees;
- Payment of any outstanding Engineering Fees

in accordance with the Engineer's letter dated July 12, 2016.

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Holmdel Township Committee at a meeting held on August 16, 2016.

Maureen Doloughty, RMC
Township Clerk



YOUR GOALS. OUR MISSION.

HOZB-R2280

July 12, 2016

Maureen Doloughy
Township Clerk
Township of Holmdel
4 Crawford's Corner Road
Holmdel, NJ 07733

**Re: Bayshore Community Hospital – Medical Gas Improvements
727 North Beers Street; Block 36, Lot 24, Medical (M) Zone
Preliminary and Final Site Plan (P/F SP#12-1)
Second Performance Guarantee Release Inspection**

Dear Ms. Doloughy:

Per the applicant's requested for release of the Performance Surety Bond No. 105867294 issued by Travelers Casualty and Surety of America in the reduced amount of \$10,076.40 (original amount \$33,588.00) and performance cash bond in the reduced amount of \$1,119.60 (original amount \$3,732.00), I have inspected the above referenced project. During the inspection it was observed that all bondable improvements have been satisfactory installed and the applicant has addressed all deficiencies outlined in our September 9, 2015 letter.

Since all the bonded improvements have been completed, I recommend Performance Surety Bond No. 105867294 issued by Travelers Casualty and Surety of America in the reduced amount of \$10,076.40 (original amount \$33,588.00) and Performance Cash Bond in the reduced amount of \$1,119.60 (original amount \$3,732.00) and any remaining engineering escrow be released by Formal Resolution, subject to the following:

1. The posting of the Maintenance Bond and Maintenance Bond inspection fee, as indicated on the attachment.
2. Payment of any outstanding engineering inspection fees.

We are requesting that the payment of the outstanding engineering inspection fees be deducted from the cash amount released to the developer. By copy of this letter, we are requesting the applicant's authorization to use the cash bond money released towards payment of any outstanding inspection fees, cash bond and Maintenance Bond inspection fee

If you have any questions or require additional information, please call.

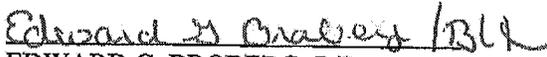


HOZB-R2280
July 12, 2016
Page 2

Le: Maureen Doloughy, Township Clerk
Township of Holmdel

Re: Bayshore Community Hospital – Medical Gas Improvements
727 North Beers Street; Block 36, Lot 24, Medical (M) Zone
Preliminary and Final Site Plan (P/F SP#12-1)
Second Performance Guarantee Release Inspection

Very truly yours,


EDWARD G. BROBERG, P.E.
HOLMDEL TOWNSHIP ENGINEER

EGB:BLH:EST:dk

c: Donna Vieiro, Township Administrator
Jeanette Larrison, Chief Financial Officer
Duane Davison, Esq., Township Attorney
Kathi Sullivan, 1350 Campus Parkway, Neptune NJ, 07753

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I hereby agree to the distribution of funds substantially in accordance with the outlined above.

Authorized Signature – Meridian Health Ventures Inc.

Date



HOZB-R2280

July 12, 2016

PERFORMANCE GUARANTEE RELEASE
BOND / FEE STATUS
BAYSHORE COMMUNITY HOSPITAL – MEDICAL GAS IMPROVEMENTS

Performance Guarantee

Bond No. 105867294

Amount of Original Surety	(90%)	\$33,588.00
Amount of Original Cash	(10%)	<u>\$ 3,732.00</u>
Performance Guarantee Total	(100%)	\$37,320.00

Maintenance Bond Required (As per Township Ordinance)

15% of the Original Cost of Improvements for Total Cost Project (0.15 x \$31,100.25) \$ 4,665.04

1% of the Original Cost of Improvements to be Retained for Maintenance Inspections (0.01 x \$31,100.25) \$ 311.00

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 6

Meeting Date: August 16, 2016
Subject: Appointment of Clerk 1
Submitted by: Denise Fluck
Approved by: Administrator Donna Vieiro

RECOMMENDATION

Request approval to hire KerryAnn Callery as a full-time Clerk 1 at an annual salary of \$30,000 in the Municipal Court.

PREVIOUS ACTION

None

BACKGROUND

The promotion is being requested to fill a vacancy due to a transfer. The position is permanent pending approval through the NJ Civil Service Commission procedure which includes a ninety-day working test period.

FISCAL IMPACT

Funds are available in the 2016 budget.

Attachments:

None

<u>For Internal Use</u>	
<i>Township Committee Action</i>	
Approve	Denied
Other	
Comments: _____	

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 7

Meeting Date: August 16, 2016
Subject: Promotion of Assistant Supervisor Public Works
Submitted by: Denise Fluck
Approved by: Administrator Donna Vieiro

RECOMMENDATION

Request approval to promote Christopher O'Connor to the position of Assistant Supervisor Public Works in the Department of Public Works effective August 17, 2016.

PREVIOUS ACTION

None

BACKGROUND

The above promotion is provisional and is pending until final approval through the NJ Civil Service Commission's promotional exam procedures.

FISCAL IMPACT

Funds are available in the 2016 budget.

Attachments:

None

<u>For Internal Use</u>	
<i>Township Committee Action</i>	
Approve	Denied
Other	
Comments: _____	

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 8

Meeting Date: **August 16, 2016**
Subject: **Class II Special/Court Officer**
Submitted by: **Captain Frank Allocco**
Approved by: **Administrator Donna Vreiro**

RECOMMENDATION

Request approval to appoint Louis Torres as a Class II Special Officer to assist with courtroom security duties.

PREVIOUS ACTION

N/A

BACKGROUND

Lou Torres was employed as a full time Police Officer with Holmdel Police Department from 1981 to 2015 when he retired. He has now been separated for more than six months and has applied for a part-time Special II position. Currently there is an open Class II position.

FISCAL IMPACT

There is no fiscal impact. This position has been budgeted for.

ATTACHMENTS

N/A

<u>For Internal Use</u>		
<i>Township Committee Action</i>		
Approve	Denied	Other
Comments: _____		

Date Delegated: _____		
Signature: _____		

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 9

Meeting Date: August 16, 2016

Subject: Summer Day Camp Counselor

Submitted by: Maureen Doloughty

Approved by:

RECOMMENDATION

It is recommended that the Committee approve the appointment

PREVIOUS ACTION

BACKGROUND

The Recreation Director has requested that the Committee approve the appointment of Nicholas Masotti as a Summer Day Camp Counselor at a rate of \$7.25 per hour effective July 15, 2016

FISCAL IMPACT

None

Attachments:

<i>For Internal Use</i>	
Township Committee Action	
Approve	Denied
Other	
Comments: _____	

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 10

Meeting Date: August 16, 2016

Subject: Kohl's Plaza Maintenance Guarantee

Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

It is recommended that the Committee adopt the Resolution

PREVIOUS ACTION

BACKGROUND

The Engineer has performed a maintenance bond inspection at the Kohl's Plaza site to determine if any deficiencies exist prior to the release of the bond. All deficiencies have been addressed and the Engineer has recommended that the Maintenance Bond be released.

FISCAL IMPACT

None

Attachments:

Resolution
Engineer's letter

For Internal Use

Township Committee Action

Approve

Denied

Other

Comments: _____

RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee of the Township Committee that the Maintenance Bond posted for Kohl's Plaza be released in accordance with the Engineer's letter dated July 12, 2016.

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Holmdel Township Committee at a meeting held on August 16, 2016.

Maureen Doloughty, RMC
Township Clerk



YOUR GOALS. OUR MISSION.

HOLM-I2100/HOLM-G1601

August 4, 2016

Maureen Doloughty
Township Clerk
Township of Holmdel
4 Crawfords Corner Road
Holmdel, NJ 07733

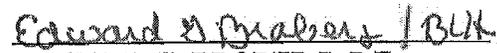
**Re: Kohl's Plaza
Second Maintenance Guarantee Release Review**

Dear Ms. Doloughty:

As requested, we have performed a maintenance bond inspection at the above referenced site. The applicant has addressed the deficiencies outlined in our July 12, 2016 letter. Therefore, I recommend that the maintenance cash bond and maintenance engineering fee associated with this project be released by Formal Resolution subject to the payment of any outstanding fees.

If you have any questions or require additional information, please call.

Very truly yours,


EDWARD G. BROBERG, P.E.
HOLMDEL TOWNSHIP ENGINEER

EGB:BLH:EST:dk

c: Donna Vieiro, Township Administrator
Jeanette Larrison, Chief Financial Officer
Toni Whalen, Township Attorney's Office
Crystal L. Rose, NSGW 17000 Ridge Drive, Menomonee Falls, Wisconsin 53053

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TOWNSHIP COMMITTEE AGENDA ITEM # 11

Meeting Date: August 16, 2016

Subject: Award of Contract – Central Jersey Equipment (NJPA)

Submitted by: Barbara Kovelesky, QPA

Approved by: Donna M. Vieiro, Township Administrator

RECOMMENDATION

It is recommended the Township Committee award the above referenced contract for the purchase of a John Deere 5100E Utility Tractor and Tiger Boom Mower Wildcat in the amount of \$128,741.61.

PREVIOUS ACTION

The Township of Holmdel is permitted to join National Cooperative Purchasing Agreements under the authority of NJSA 52:34-6.2(b)(3) with said Membership #28049 approved with Resolution dated August 18, 2015.

BACKGROUND

The Township provided Notice of Intent to Participate in the NJPA Contract 21815-DAC (Deere & Company) on July 16, 2016, for the purchase of a John Deere 5100E Utility Tractor and Tiger Boom Mower Wildcat.

FISCAL IMPACT

The CFO has certified funds are available.

Attachments:

Resolution
Quote from Central Jersey Equipment, LLC

<u>For Internal Use</u>		
<i>Township Committee Action</i>		
Approve	Denied	Other
Comments: _____		

Date Delegated: _____		
Signature: _____		

**RESOLUTION AUTHORIZING AWARD OF CONTRACT UNDER A
NATIONAL COOPERATIVE PURCHASING AGREEMENT**

**Agricultural Tractors with Related Equipment and Accessories
Deere & Company**

WHEREAS, the Director of Infrastructure & Operations have informed the need for the purchase of a John Deere 5100E Utility Tractor and Tiger Boom Mower Wildcat; and

WHEREAS, the Township of Holmdel is permitted to join national cooperative purchasing agreements under the authority of NJSA 52:34-6.2(b)(3) with said Membership #28049 approved with Resolution dated August 18, 2015; and

WHEREAS, the Township of Holmdel as Member #28049 of the NJPA has provided Notice of Intent to participate in the NJPA Contract 21815-DAC (Deere & Company) Agricultural Tractors with Related Equipment and Accessories and said contract term is March 17, 2015 to March 17, 2019; and

WHEREAS, the Township of Holmdel awards the contract for the purchase of a John Deere 5100E Utility Tractor and Tiger Boom Mower Wildcat in the amount not to exceed One Hundred, Twenty Eight Thousand, Seven Hundred and Forty one Hundred and Sixty One Cents (\$128,741.61) as outlined in the attached quote from Central Jersey Equipment, LLC, 65 Route 34, Unit 1, Marlboro, NJ 07746.

BE IT FURTHER RESOLVED, under the authority of NJAC 17:44-2.2, the vendor, Central Jersey Equipment, LLC, shall maintain all documentation related products, transactions or services under this contract for a period of five years from the date of final payment, and such records shall be made available to the New Jersey Office of the State Comptroller upon request.

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Holmdel, County of Monmouth and State of New Jersey hereby, as follows states:

1. The Chief Financial Officer has certified to the Township Clerk that funds are available.
2. The Township Administrator hereby is authorized to sign the contract documents necessary to effectuate the award of this contract detailed in here.
3. A true certified copy of this Resolution shall be forwarded to the following; Director of Infrastructure & Operations, Chief Financial Officer, Purchasing Agent, Central Jersey Equipment, LLC and the National Joint Powers Alliance.

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on August 16, 2016.

Maureen Doloughty, RMC
Township Clerk



JOHN DEERE

*NJPA
Contract*

Quote Id: 13574117

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Central Jersey Equipment Llc
65 Rt 34, Unit 1
Marlboro, NJ 07746
732-938-6677
general@centraljerseyequipment.com

Prepared For:

Township Of Holmdel



**CENTRAL
JERSEY
EQUIPMENT**

Proposal For:

Delivering Dealer:

Richard Pring

Central Jersey Equipment Llc

65 Rt 34, Unit 1

Marlboro, NJ 07746

general@centraljerseyequipment.com

Quote Prepared By:

Richard Pring

rpring@centraljerseyequipment.com

Date: 20 June 2016

Offer Expires: 29 July 2016

Confidential



JOHN DEERE

Quote Id: 13574117

ALL PURCHASE ORDERS MUST BE MADE OUT

TO (VENDOR):

Deere & Company

2000 John Deere Run

Cary, NC 27513

FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT

TO DELIVERING DEALER:

Central Jersey Equipment Lic

65 Rt 34, Unit 1

Marlboro, NJ 07746

732-938-6677

general@centraljerseyequipment.com

20 June 2016

36 Crawfords Corner Rd

Holmdel, NJ 07733

3% Price increase for sales exceeding \$5,000 paid by Credit Card

Richard Pring

732-938-6677

Central Jersey Equipment Lic

Confidential



JOHN DEERE

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Central Jersey Equipment Lic
65 Rt 34, Unit 1
Marlboro, NJ 07746
732-938-6677
general@centraljerseyequipment.com

Quote Summary

Prepared For:
Township Of Holmdel
36 Crawfords Corner Rd
Holmdel, NJ 07733

Delivering Dealer:
Central Jersey Equipment Lic
Richard Pring
65 Rt 34, Unit 1
Marlboro, NJ 07746
Phone: 732-938-6677
rpring@centraljerseyequipment.com

3% Price increase for sales exceeding \$5,000 paid by Credit Card

Quote ID: 13574117
Created On: 20 June 2016
Last Modified On: 06 July 2016
Expiration Date: 29 July 2016

Equipment Summary

	Suggested List	Selling Price	Qty	Extended
JOHN DEERE 5100E Utility Tractor (85 PTO hp)	\$ 64,095.87	\$ 52,558.61 X	1 =	\$ 52,558.61
POWERGARD	PREPAID	\$ 2,196.00 X	1 =	\$ 2,196.00
Contract: NJPA Ag Tractors and/or Implements 021815-DAC (PG 1P)				
Price Effective Date: June 20, 2016				
Sub Total				\$ 54,754.61

TIGER WILDCAT	\$ 73,987.00	\$ 73,987.00 X	1 =	\$ 73,987.00
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Contract:
Price Effective Date:

Equipment Total **\$ 128,741.61**

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 128,741.61
Trade In	
SubTotal	\$ 128,741.61
Est. Service Agreement Tax	\$ 0.00
Total	\$ 128,741.61
Down Payment	(0.00)
Rental Applied	(0.00)

Salesperson : X _____

Accepted By : X _____



JOHN DEERE

**ALL PURCHASE ORDERS MUST BE MADE OUT
TO (VENDOR):**

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

**ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:**

Central Jersey Equipment Llc
65 Rt 34, Unit 1
Marlboro, NJ 07746
732-938-6677
general@centraljerseyequipment.com

Balance Due

\$ 128,741.61

Salesperson : X _____

Accepted By : X _____

Confidential



JOHN DEERE

Selling Equipment

Quote Id: 13574117 Customer Name: TOWNSHIP OF HOLMDEL

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Central Jersey Equipment Llc
65 Rt 34, Unit 1
Marlboro, NJ 07746
732-938-6677
general@centraljerseyequipment.com

JOHN DEERE 5100E Utility Tractor (85 PTO hp)

Contract: NJPA Ag Tractors and/or Implements 021815-
DAC (PG 1P)

Price Effective Date: June 20, 2016

Suggested List *

\$ 64,095.87

Selling Price *

\$ 52,558.61

* Price per Item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
697BLV	5100E Utility Tractor (85 PTO hp)	1	\$ 51,950.00	18.00	\$ 9,351.00	\$ 42,599.00	\$ 42,599.00
Standard Options - Per Unit							
0409	English Operators Manual and Decal Kit	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
1381	12F/12R PowrReverser Transmission - 540/540E	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
2050	Standard Cab	1	\$ 9,072.00	18.00	\$ 1,632.96	\$ 7,439.04	\$ 7,439.04
2120	Air Suspension Seat	1	\$ 706.00	18.00	\$ 127.08	\$ 578.92	\$ 578.92
3025	Deluxe Cornerpost Exhaust	1	\$ 500.00	18.00	\$ 90.00	\$ 410.00	\$ 410.00
3320	Dual Stackable Rear SCV's with Lever Control	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
3400	Less Mid Valves	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
5121	16.9 - 30 In. 6PR R1 Blas	1	\$ -395.00	18.00	\$ -71.10	\$ -323.90	\$ -323.90
6040	MFWD (4 Wheel Drive)	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
6111	11.2 - 24 In. 6PR R1 Blas	1	\$ -283.00	18.00	\$ -50.94	\$ -232.06	\$ -232.06
Standard Options Total			\$ 9,600.00		\$ 1,728.00	\$ 7,872.00	\$ 7,872.00
Dealer Attachments/Non-Contract/Open Market							
LVB25729	BRAKE LIGHT KIT	1	\$ 110.00	18.00	\$ 19.80	\$ 90.20	\$ 90.20
BLV10679	CRANK ADAPTOR KIT	1	\$ 997.70	18.00	\$ 179.59	\$ 818.11	\$ 818.11
R523154	SERPENTINE BELT	1	\$ 85.61	18.00	\$ 15.41	\$ 70.20	\$ 70.20
LVB25728	Backup Alarm Kit	1	\$ 163.90	18.00	\$ 29.50	\$ 134.40	\$ 134.40
L113922	Antenna	1	\$ 24.10	18.00	\$ 4.34	\$ 19.76	\$ 19.76
AL80126	Mirror, Telescopic, LH, Manually Adjustable	1	\$ 173.80	18.00	\$ 31.28	\$ 142.52	\$ 142.52
AL80127	Mirror, Telescopic, RH, Manually Adjustable	1	\$ 173.80	18.00	\$ 31.28	\$ 142.52	\$ 142.52
RE567557	Radio - AM/FM, Bosch (Standard)	1	\$ 473.76	18.00	\$ 85.28	\$ 388.48	\$ 388.48



JOHN DEERE

Selling Equipment

Quote Id: 13574117 Customer Name: TOWNSHIP OF HOLMDEL

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):
Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:
Central Jersey Equipment Llc
65 Rt 34, Unit 1
Marlboro, NJ 07748
732-938-6677
general@centraljerseyequipment.com

BLV10173 Wiper/Washer, Rear	1	\$ 343.20	18.00	\$ 61.78	\$ 281.42	\$ 281.42
Dealer Attachments Total		\$ 2,545.87		\$ 458.26	\$ 2,087.61	\$ 2,087.61
Value Added Services						
POWERGARD	1	\$ 2,196.00			\$ 2,196.00	\$ 2,196.00
Value Added Services Total		\$ 2,196.00			\$ 2,196.00	\$ 2,196.00
Suggested Price						\$ 54,754.61
Total Selling Price		\$ 64,095.87		\$ 11,537.26	\$ 52,558.61	\$ 54,754.61

TIGER WILDCAT

Hours: 0

Suggested List *
\$ 73,987.00
Selling Price *
\$ 73,987.00

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
TIGER WILDCA T	BOOM MOWER	1	\$ 73,987.00	0.00	\$ 0.00	\$ 73,987.00	\$ 73,987.00
Suggested Price							\$ 73,987.00
Total Selling Price			\$ 73,987.00		\$ 0.00	\$ 73,987.00	\$ 73,987.00



JOHN DEERE

CUSTOMER SERVICE PLANS

Extended Warranty Proposal

JOHN DEERE 5100E Utility Tractor (85 PTO hp)

Date : July 6, 2016

Machine/Use Information		Plan Description		Price	
Manufacturer	JOHN DEERE	Plan Type	Tractor	Deductible	\$ 250.00
Equipment Type	5100E TRACTOR	Coverage	Comprehensive	List	\$ 2,196.00
Model	5100E TRACTOR	Total Months	48		
Country	US	Total Hours	3500		
Scraper/Const. Use	N/A				

GRACE pricing is only good during the first 12 months or 1000 hours of ownership for new tractors during the John Deere basic warranty period. After this period, DELAYED pricing can be purchased up to the end of the John Deere basic warranty for tractors of 24 months or 2000 hours, and having passed a special inspection/certification process. The Total Months and Hours listed above include the John Deere basic Warranty. Limited Plan coverage = Engine & Powertrain only. Comprehensive Plan coverage = Full Machine.

PowerGard Protection Proposal Prepared for: _____ I have been offered this extended warranty and

Customer Name - Please Print _____

I ACCEPT the PowerGard Protection

I DECLINE the PowerGard Protection

Customer Signature _____

If declined, I fully understand that any equipment listed above is not covered for customer expenses due to component failures beyond the original basic warranty period provided by John Deere.

Note : This is not a contract. For specific PowerGard Protection coverage terms and conditions, please refer to the actual PowerGard Protection Plan contract for more information and the terms, conditions and limitations of the agreement.

What PowerGard Protection is :

The PowerGard Protection Plan is an extended warranty program for reimbursement on parts and labour for covered components that fail due to faulty material or original workmanship that occur beyond the John Deere Basic Warranty coverage period. The agreement is between Deere & Company and the owners of select John Deere Commercial and Agricultural equipment, who purchase the PowerGard Plans for the desired coverage as indicated in this proposal.

What PowerGard Protection is not :

PowerGard Protection is not insurance. It also does not cover routine maintenance or high wear items, or insurance-related risks/perils such as collision, overturn, vandalism, wind, fire, hail, etc. It does not cover loss of income or loss of value of crops during or after an equipment failure. See the actual product-specific PowerGard Protection Plan agreement for a complete listing of covered components, and limitations and conditions under the program.

Features/Benefits:

- PowerGard protection include the following features and benefits under the program :
- Pays for parts and labour costs incurred on failed covered components (less any applicable deductibles),
- Does not require pre-approval before repairs are made by the authorized John Deere dealership,
- Payments are reimbursed directly to the dealership with no prepayment required by the contract holder.

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 12

Meeting Date: August 16, 2016

Subject: Option to Renew – Snow Plowing & Removal Services

Submitted by: Barbara Kovelesky, QPA

Approved by: Donna M. Vieiro, Township Administrator

RECOMMENDATION

It is recommended the Township Committee exercise the option to renew the contract for snow plowing and removal services with Holmdel Nurseries in the amount of \$285.00 per hour for the period of October 1, 2016 – April 30, 2017.

PREVIOUS ACTION

None

BACKGROUND

The contract was awarded on June 16, 2015 for a term of one year with the option to renew for an additional one year term.

FISCAL IMPACT

The CFO has certified funds are available

Attachments:

Resolution

<u>For Internal Use</u>		
<i>Township Committee Action</i>		
Approve	Denied	Other
Comments: _____		

Date Delegated: _____		
Signature: _____		

RESOLUTION EXERCISING OPTION TO RENEW CONTRACT

WHEREAS a contract was awarded to Holmdel Nurseries, LLC for Snow Plowing & Removal Services for the 2015/2016 Season; and

WHEREAS, the Township of Holmdel retained the option to renew the contract.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the Township hereby invokes its option to renew the contract with Holmdel Nurseries, LLC for Snow Plowing & Removal Services for up to eight vehicles at an hourly rate of \$285 per vehicle for the 2016/2017 season.

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel, do hereby certify that the above is a true copy of the Resolution adopted by the Holmdel Township Committee at a meeting held on August 18, 2016.

Maureen Doloughty, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 13

Meeting Date: 8/16/2016
Subject: Refunds
Submitted by: Laurie LaRussa
Approved by: Bob Ward

RECOMMENDATION

It is recommended that the Committee Adopt the following resolutions ~

PREVIOUS ACTION

Routine refunds for cancellation of classes, weddings, memberships and or security deposit refunds.

BACKGROUND

In accordance with the CFO guidelines the following refunds are submitted:

FISCAL IMPACT

John Callahan ~ refund security deposit Bayonet Farm	\$1,000.00
Jeanne Wall ~ refund summer camp	\$515.00
Laure Palm ~ refund summer camp	\$300.00
Paula Reddy ~ refund summer camp	\$303.00
Allyson Daly ~ refund summer camp	\$26.00
Susan Wan ~ refund swim team membership	\$65.00
Barbara Kluger ~ refund security deposit Veterans Park	\$150.00
Megan Gallagher ~ refund swim lessons	\$50.00
Erin DiCicco ~ refund lessons	\$100.00
Michelle Piscopo ~ refund camp trips	\$44.00
Tina Bogan ~ refund swim lessons	\$50.00

Attachments:

<u>For Internal Use</u>	
<i>Township Committee Action</i>	
Approve	Denied
Other	
Comments: _____	

RESOLUTION

BE IT RESOVED by the Mayor and Township Committee that the following Recreation Department Fees be returned:

John Callahan ~ refund security deposit Bayonet Farm	\$1,000.00
Jeanne Wall ~ refund summer camp	\$515.00
Laure Palm ~ refund summer camp	\$300.00
Paula Reddy ~ refund summer camp	\$303.00
Allyson Daly ~ refund summer camp	\$26.00
Susan Wan ~ refund swim team membership	\$65.00
Barbara Kluger ~ refund security deposit Veterans Park	\$150.00
Megan Gallagher ~ refund swim lessons	\$50.00
Erin DiCicco ~ refund lessons	\$100.00
Michelle Piscopo ~ refund camp trips	\$44.00
Tina Bogan ~ refund swim lessons	\$50.00

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a Meeting held on August 16, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP COMMITTEE AGENDA ITEM # 14

Meeting Date: August 16, 2016

Subject: Refund Continued Certificate of Occupancy Fee

Submitted by: Loni Lucina

Approved by: David Olsen, Fire Official

RECOMMENDATION

Due to the cancellation of the Sale of 3 Flemer Court it is recommended that the Committee adopt the following resolution.

PREVIOUS ACTION

Routine refund for Continued Certificate of Occupancy Fee

BACKGROUND

In accordance with the CFO guidelines the following refund is submitted

FISCAL IMPACT

Kokila Natarajan

\$125.00

Attachments:

Resolution

<u>For Internal Use</u>	
<i>Township Committee Action</i>	
Approve	Denied
Other	
Comments: _____	

RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee that the refund of \$125 for a Continued Certificate of Occupancy to Kokila Natarajan due to the cancellation of sale.

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at the Regular Meeting held on August 16, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 15

Meeting Date: August 16, 2016

Subject: Holmdel Route 35 LLC Performance Bond

Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

It is recommended that the Committee adopt the Resolution

PREVIOUS ACTION

BACKGROUND

The Engineer has inspected the Holmdel Route 35 LLC site to determine the amount of bondable improvements. It has been determined that some deficiencies remain and must be addressed prior to the release of the Bond. However, the Engineer has determined that the Bond may be reduced. A Resolution has been prepared.

FISCAL IMPACT

None

Attachments:

Resolution
Engineer's Letter

For Internal Use

Township Committee Action

Approve

Denied

Other

Comments: _____

RESOLUTION

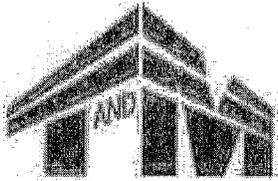
BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that Performance Bond #S296818 in the amount of \$245,562.00 posted by NGM Insurance Company for Holmdel Route 35 LLC be reduced to \$69,168.60.

BE IT FURTHER RESOLVED that the Performance Cash Bond in the amount of \$25,618.00 be reduced to \$7,685.40 in accordance with the Engineer's letter dated August 8, 2016.

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at the Regular Meeting held on August 16, 2016.

Maureen Doloughy, RMC
Township Clerk



YOUR GOALS. OUR MISSION.

HOLM-I2380
HOPB-R2380

August 8, 2016

Ms. Maureen Doloughy
Township Clerk
Township of Holmdel
Holmdel, NJ 07733

**Re: Holmdel Route 35, LLC
Preliminary and Final Major Site Plan
Block 59, Lot 8.01; Route 35 North & Union Avenue
Performance Guarantee Reduction**

Dear Ms. Doloughy:

Per the applicant's request for a final inspection and issuance of a certificate of occupancy, I have inspected the referenced project to determine the amount of bondable improvements satisfactorily installed to date. Although the majority of the site work is complete, there are some minor construction and landscaping items that remain that must be completed prior to the release of the Performance Surety Bond No. S296818 issued by NGM Insurance Company in the amount of \$245,562.00 and performance cash bond in the amount of \$25,618.00. The following is a summary of the deficiencies observed during our final inspections:

1. The stainless steel saddle clips must be installed on the trash rack.
2. The 3"-6" diameter stone rip-rap at the HDPE flared end section in the basin must be installed.
3. The temporary electrical pole must be removed.
4. One (1) Regent Japanese Pagodatree is dead and must be replaced.
5. Top soil must be added to the grass-crete pavers leading to the basin to establish grass growth.
6. The detention basin was sodded. The plans indicate Ernst Mix 127 seed be planted. The owner must obtain approval from the Freehold Soil Conservation District for this modification to the Stormwater Management System.
7. The pavement at the concrete transition ramp must be repaired to be flush with the curb.

Although the above items must be addressed before the bond is released, pursuant to Municipal Land Use Law, Chapter 291, Section 40:55D-55, the performance guarantee may be reduced with respect to approved improvements, except for that portion adequately sufficient to ensure completion or correction of the improvements not yet approved and provided that thirty percent (30%) of the original amount posted be retained. The minimum reduced guarantee amount for this project is \$76,854.00 (thirty percent (30%) of the total original guarantee of \$256,180.00) which is more than the value of the remaining work. I recommend Performance Surety Bond No. S296818 issued by NGM Insurance Company in the amount of \$245,562.00 be reduced to \$69,168.60 by formal resolution. I further recommend the Performance Cash Bond in the amount of \$25,618.00 be reduced to \$7,685.40 by formal resolution.



HOLM-12380
HOPB-R2380
August 8, 2016
Page 2

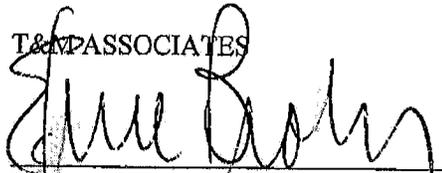
Le: Ms. Maureen Doloughy
Township Clerk

Re: Holmdel Route 35, LLC
Preliminary and Final Major Site Plan
Block 59, Lot 8.01; Route 35 North & Union Avenue
Performance Guarantee Reduction

If you have any questions or require additional information, please call.

Very truly yours,

T&P ASSOCIATES



EDWARD G. BROBERG, P.E., P.P.
HOLMDEL TOWNSHIP ENGINEER

EGB:BLH:EST:dk

c: Donna Vieiro, Township Administrator
Duane Davison, Township Attorney
Jeanette Larrison, Chief Financial Officer
Robert Faye, Construction Official
David Olsen, Zoning Officer
Carolyn Eckart, Technical Assistant
Bonnie Imposimato, Administrative Officer
Holmdel Route 35, LLC, 1 Industrial Way West, Building E. Eatontown, NJ 07724
Salvatore Alfieri (salfieri@cgajlaw.com)

TOWNSHIP COMMITTEE AGENDA ITEM # 16

Meeting Date: August 16, 2016
Subject: **State's Firefighter Certification Program**
Submitted by: Dave Darcy
Approved by: Donna M. Vieiro, Township Administrator

RECOMMENDATION

It is recommended the Township Committee adopt the attached Resolution which will permit Holmdel Township to conduct fire service certified training recognized and sanctioned by the State's Division of Fire Safety.

PREVIOUS ACTION

BACKGROUND

The New Jersey Division of Fire Safety is accepting applications from Municipal Fire Departments accredited by the State of New Jersey, desiring to obtain Eligible Organization status recognized by the Division of Fire Safety.

FISCAL IMPACT

None

Attachments:

Resolution

<u>For Internal Use</u>		
<i>Township Committee Action</i>		
Approve	Denied	Other
Comments: _____		

Date Delegated: _____		
Signature: _____		

**RESOLUTION
STATE'S FIREFIGHTER CERTIFICATION PROGRAM**

WHEREAS, the State has created a voluntary program to certify firefighters, and

WHEREAS, the Township of Holmdel has reviewed, discussed and voted to participate in the program, and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Holmdel appoints Dave Darcy, Administrative Compliance and Training Coordinator for the Holmdel Township Fire Department, as the authorized signator to sign any documents necessary to implement the Firefighter Certification Program in Holmdel Township.

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel, do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on August 16, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 17

Meeting Date: August 16, 2016
Subject: Swim Team Work Bond Refunds
Submitted by: Robert Ward, Recreation Director
Approved by: Donna M. Vieiro, Township Administrator

RECOMMENDATION

It is recommended the Township Committee approve the refunds of the work bonds to those swim team parents who completed their volunteer requirements

PREVIOUS ACTION

BACKGROUND

Works bond are posted by Swim Team Parents at the beginning of the season. The Bonds are returned when the volunteer requirements are met.

FISCAL IMPACT

None

Attachments:

List of Bonds to be returned

<i>For Internal Use</i>	
Township Committee Action	
Approve	Denied
Other	
Comments: _____	

Name	Amount
KRISTEN ARTALE	\$50.00
ELIZABETH BRADY	\$50.00
MARISA CASALE	\$50.00
DONNA CASAZZA	\$50.00
MARILYN CATIS	\$50.00
SHARI CELENTANO	\$50.00
TONY CHAN	\$50.00
CHERYL CHANDLER	\$50.00
SUE COLIE	\$50.00
CONRAD CORPUS	\$50.00
JACQUELINE CURRAN	\$50.00
JOHANNA CUTALO	\$50.00
CYNTHIA DAPRA	\$50.00
MARK DEGAETANO	\$50.00
JENNIFER DONDERO	\$50.00
JANIS ELWELL	\$50.00
CINDY ENG	\$50.00
STEVEN FICSOR	\$50.00
SUZANNE FLORIO	\$50.00
JODI FOSTER	\$50.00
MAUREEN FUNCHEON	\$50.00
SANDRA GALLO	\$50.00
SUZANNE GEOGHAN	\$50.00
DAVID GESTRICH	\$50.00
MICHELE GREGORY	\$50.00
TRICIA HALL	\$50.00
PATRICIA HANNAH	\$50.00
JOANNE HEALY	\$50.00
JUDY HOWELL	\$50.00
JIMMY IMBRO	\$50.00
EMILY JOHNSON	\$50.00
SUNGJU KIM	\$50.00
LAURA KOENIG	\$50.00
KENNETH LEHNER	\$50.00
LUKE LOUCOPOULOS	\$50.00
MELISSA MARINO	\$50.00
ALI MARZULLA	\$50.00
MARIYA MAZLINA	\$50.00

SANCHITA MAZUMDER	\$50.00
KEVIN MCCARTHY	\$50.00
PIA MCGOWAN	\$50.00
HEATHER MCGRATH	\$50.00
Name	Amount
ANN MULLER	\$50.00
RHONDA MURRAY	\$50.00
CATHERINE OBSZARNY	\$50.00
VICTORIA ORLEMAN	\$50.00
JANICE PETRETTI	\$50.00
DANIELLE PETRUCCI	\$50.00
ASHA RAO	\$50.00
BARBARA REICHART	\$50.00
KELLIE RITTER	\$50.00
RACHEL ROBINSON	\$50.00
JAMES ROCHFORD	\$50.00
PAUL RUSSOTTO	\$50.00
JENNIFER SCIACCA	\$50.00
JOHN SHARKEY	\$50.00
SUZANNE SISLER	\$50.00
EDWARD SMITH	\$50.00
LAURA SOLOMONS	\$50.00
CHRISTINE SORENSEN	\$50.00
SHILPA TELAGI	\$50.00
FRED VIOLE	\$50.00
SUSAN WAN	\$50.00
YUFEI WANG	\$50.00
YUAN WANG	\$50.00
JUNE YU	\$50.00

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 18

Meeting Date: August 16, 2016

Subject: Rescind ABC License for Bella Hospitality Holmdel, LLC

Submitted by: Maureen Doloughty

Approved by:

RECOMMENDATION

It is recommended that the Committee adopt the Resolution

PREVIOUS ACTION

BACKGROUND

The Township Committee approved the application for the renewal of the Liquor License for Bella Hospitality at the June 21, 2016 Meeting. However, it is permissible to hold a 'Pocket License' for a period of 2 years. The initial License was issued for 2014-2015 and renewed for 2015-2016. A Special Ruling is required from ABC in order to approve the License for 2016-2017.

FISCAL IMPACT

None

Attachments:

Resolution

For Internal Use

Township Committee Action

Approve

Denied

Other

Comments: _____

RESOLUTION RESCINDING ABC APPROVAL

WHEREAS, the Township Committee of the Township of Holmdel approved the Licenses for Plenary Retail Licenses for establishments within the Township of Holmdel on June 21, 2016; and

WHEREAS, Bella Hospitality Holmdel, LLC trading as the requires a special ruling from the State in order to maintain their licenses as "Pocket Licenses".

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the approval of the license for Bella Hospitality Holmdel, LLC for 2016-2017 is hereby rescinded until the Special Ruling is received.

CERTIFICATION

I, Maureen Shepherd, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on August 16, 2016

Maureen Shepherd, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 19

Meeting Date: August 16, 2016

Subject: 2016 Capital Improvement Program

Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

It is recommended that the Committee adopt the Resolution

PREVIOUS ACTION

BACKGROUND

The bids for the 2016 Capital Improvement Program were opened on August 11, 2016. Based on the results, Mr. Broberg is recommending that the contract be awarded to the low bidder, Jads Construction. A Resolution has been prepared.

FISCAL IMPACT

None

Attachments:

Resolution
Engineer's letter

For Internal Use

Township Committee Action

Approve

Denied

Other

Comments: _____

RESOLUTION AWARDING CONTRACT

WHEREAS, bids were received on August 11, 2016 at the Municipal Building, Crawfords Corner Road, Holmdel, New Jersey for the 2016 Capital Improvement Program; and

WHEREAS, the bid totals ranged from \$1,138,798.25 to \$1,571,666.00; and

WHEREAS, due to the current State shut-down on projects funded by the Transportation Trust Fund, it is not possible to award the State funded Proposal A – Crawfords Corner Road Phase III at this time; and

WHEREAS, the bids, based on the sum of the remaining Proposals B, C, and Alternate A1 and A2, ranged from \$983,000 to \$1,355.662; and

WHEREAS, the low bidder, Jads Construction, has successfully completed similar projects and is currently under contract constructing the 2015 Capital Improvement Program.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that, based on the Engineer's recommendation, the contract for the 2016 Capital Improvement Program consisting of the Base Bid, Proposals B, C, and Alternates A1 and A2 in the total amount of \$983,000, along with the Contract Administration Costs on file in the Township Administrator's Office, be awarded to Jads Construction subject to the certification of funds by the Chief Financial Officer and the review and approval of the bid documents by the Township Attorney

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to Jads Construction, the Township Chief Financial Officer, Township Administrator, Township Engineer, and to each of the unsuccessful bidders together with a return of any bid security.

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel, do hereby certify that the above is a true copy of the Resolution adopted by the Holmdel Township Committee at a meeting held on August 16, 2016.

Maureen Doloughty, RMC
Township Clerk



YOUR GOALS. OUR MISSION.

HOLM-06110

August 12, 2016

Donna Vieiro
Township Administrator
Township of Holmdel
4 Crawford's Corner Road
Holmdel, NJ 07733

**Re: Recommendation of Award
2016 Road Improvement Program
Township of Holmdel**

Dear Ms. Vieiro:

On Thursday, August 11, 2016, bids were received for the 2016 Road Improvement Program. Seven (7) contractors submitted bids. The bid totals ranged from \$1,138,798.25 to \$1,571,666.00.

Due to the current state shut down on projects funded by the Transportation Trust Fund, it is not possible to award the state funded Proposal A- Crawford's Corner Road Phase III at this time. The bids based on the sum of the remaining Proposals B, C and Alternates A1 and A2 ranged from \$983,000 to \$1,355,662. A copy of the bid summary is attached.

The low bidder, Jads Construction, has successfully completed similar projects. I am familiar with their work and find them capable of completing the project. Jads is currently under contract constructing the 2015 Road Improvement Program. Since the bids were extremely favorable, approximately 12% below the engineers estimate, I am basing my recommendation on the sum of Proposals B and C plus Alternates A1, A2

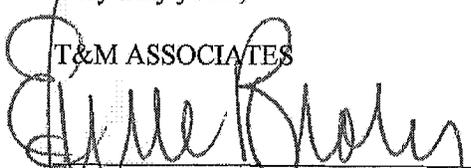
In view of the favorable bid, it is my recommendation that the contract be awarded to Jads Construction, PO Box 513, South River, NJ 08882 for the Base Bid Proposals B and C and Alternates A1 and A2 in the total amount of \$983,000. The award should be made subject to the certification of funds by the Chief Financial Officer and review and approval of the bid documents by the Township Attorney.

Furthermore, it is my recommendation that part of the excess funds available from this very favorable bid be used this fall to undertake temporary repairs on Middletown Road. If that concept is acceptable to the Governing Body, I will prepare a change order for the first meeting in September 2016.

If you have any questions or desire additional information, please call.

Very truly yours,

T&M ASSOCIATES


EDWARD G. BROBERG, PE
HOLMDEL TOWNSHIP ENGINEER



HOLM-06010
August 12, 2016

Re: Recommendation of Award
2016 Capital Improvement Program
Township of Holmdel

EGB:JEN:dk

c: Maureen Doloughty, Township Clerk
Duane Davison, Esq., Township Attorney
Barbara Kovelesky, Purchasing Agent
Jeannette Larrison, CFO
Victor Stevens, Director of Infrastructure

H:\HOLM\06110\Correspondence\Vieiro_EGB_2016 Rec of Award_Final 8_12.doc

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 20

Meeting Date: August 16, 2016

Subject: Cross Farm Park Presentation

Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

PREVIOUS ACTION

BACKGROUND

Mr. Broberg will present an overview of the park concept; provide a brief history of the original development plans for the park; provide a brief summary of Holmdel's passive recreation/open space vs. active recreation space; and most important the impact of the park on adjacent residential areas including distance to the nearest homes; depth of the natural forest between the homes and the park and finally the height of the trees between the homes and playing fields.

FISCAL IMPACT

None

Attachments:

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM #21

Meeting Date: August 16, 2016

Subject: Ordinance 2016-12 Drug Free Zone

Submitted by: Maureen Doloughty

Approved by:

RECOMMENDATION

It is recommended that the Committee Introduce the Ordinance

PREVIOUS ACTION

BACKGROUND

The Drug Free Zone Map is being updated at the request of the Police Department to include the Mahoras Greenway and Ramanessin Greenway.

FISCAL IMPACT

None

Attachments:

Resolution
Map
Engineer's Letter

<i>For Internal Use</i>	
Township Committee Action	
Approve	Denied
Other	
Comments: _____	

AN ORDINANCE AMENDING CHAPTER 3 (POLICE REGULATIONS), SECTION 3-11 (PUBLIC PROPERTY DRUG-FREE ZONE MAP) Section 3-11.1 (ADOPTION OF PUBLIC PROPERTY DRUG FREE ZONE MAP) OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF HOLMDEL, MONMOUTH COUNTY, NEW JERSEY 2016-12

BE IT ORDAINED by the Township Committee of the Township of Holmdel, County of Monmouth, State of New Jersey, as follows (additions are underlined, and deletions are in [brackets]):

I

Chapter 3, Police Regulations, Section 3-11 PUBLIC PROPERTY DRUG-FREE ZONE MAP, Section 3-11-1 Adoption of Public Property Drug Free Zone Map is hereby amended as follows:

3-11.1 Adoption of Public Property Drug-Free Zone Map.

In accordance with and pursuant to the authority of P.L. 1997, c. 327, the public property drug-free zone map "Revised [~~March 28, 2014~~], July 5, 2016 produced by Edward G. Broberg, P.E., Township Engineer, is hereby approved and adopted as an official finding and record of the location and areas within the municipality of property which is used for public purposes as specifically defined and regulated by the above referenced statute, and of the areas on or within five hundred (500) feet of such public property.

3-11-2 through 3-11-5 No change.

II

All Ordinances and parts of Ordinances inconsistent herewith are hereby repealed.

III

If any section, subparagraph, sentence, clause or phrase of this Ordinance shall be held to be invalid, such decision shall not invalidate the remaining portion of this Ordinance.

IV

This Ordinance shall take effect upon adoption and publication according to law.

LEGAL NOTICE

The foregoing ordinance was introduced and passed on the first reading at a meeting of the Township Committee of the Township of Holmdel held on August 16, 2016 and will be considered for final passage and adoption at a meeting of said Township Committee to be held on September 6, 2016 at Township Hall, 4 Crawfords Corner Road, Holmdel, NJ at 7:30 PM at which time and place all persons desiring to be heard thereon will be given full opportunity.

Eric Hinds, Mayor

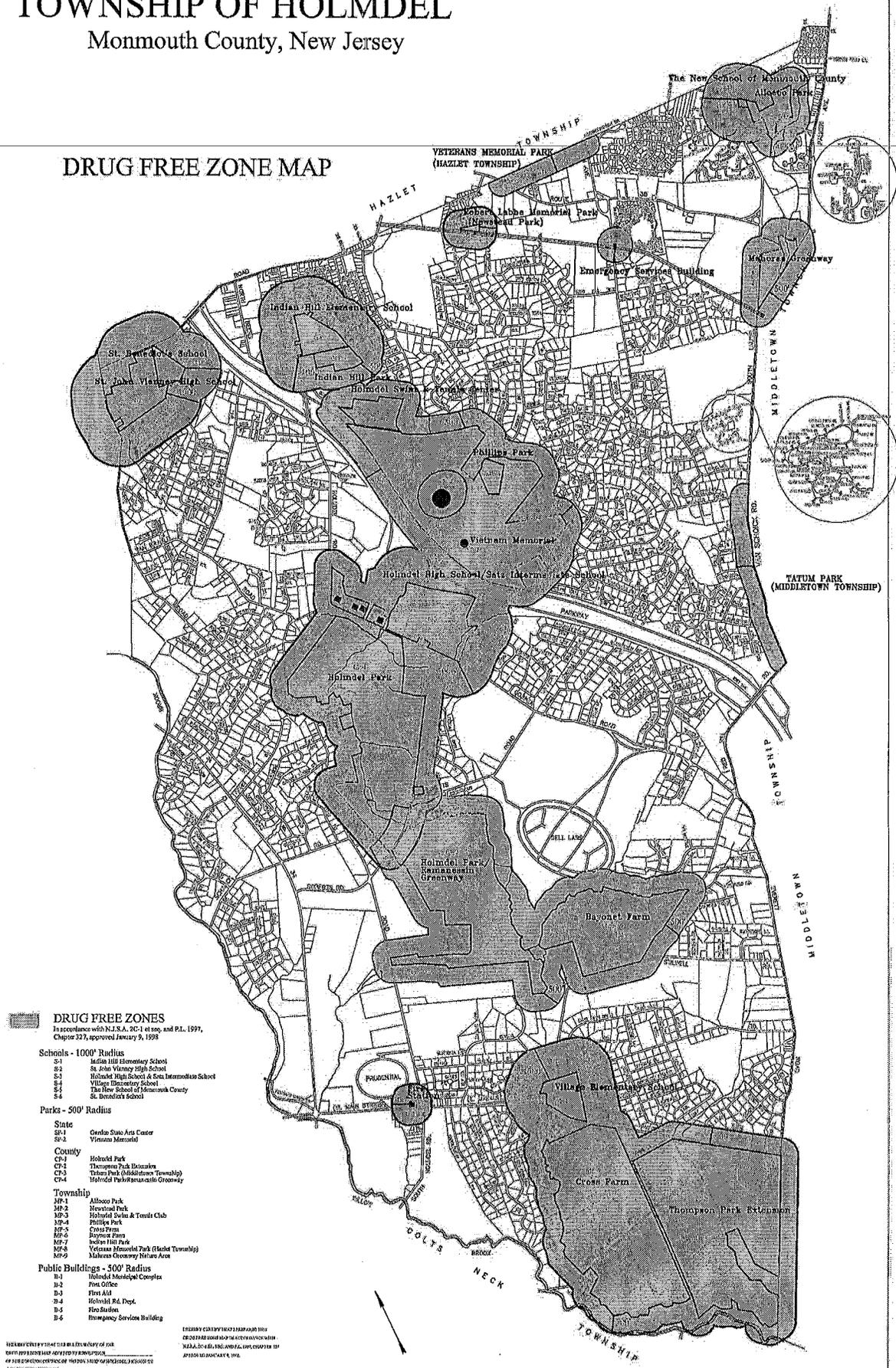
Attest:

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

Monmouth County, New Jersey

DRUG FREE ZONE MAP



DRUG FREE ZONES
 In accordance with N.J.S.A. 17:27 and P.L. 1997,
 Chapter 327, approved January 9, 1998

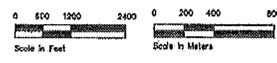
- Schools - 1000' Radius**
- S-1 Indian Hill Elementary School
 - S-2 St. John Vianney High School
 - S-3 Holmdel High School & Sen. International School
 - S-4 Village Elementary School
 - S-5 The New School of Monmouth County
 - S-6 St. Bernard's School

- Parks - 500' Radius**
- State**
- SP-1 Genesee State Arts Center
 - SP-2 Veterans Memorial
- County**
- CP-1 Holmdel Park
 - CP-2 Tatum Park (Middletown Township)
 - CP-4 Holmdel Park/Bayonet Farm Greenway
- Township**
- MP-1 Allwood Park
 - MP-2 Newtown Park
 - MP-3 Holmdel Swim & Tennis Club
 - MP-4 Phillips Park
 - MP-5 Cross Farm
 - MP-6 Bayonet Farm
 - MP-7 Indian Hill Park
 - MP-8 Veterans Memorial Park (Hazlet Township)
 - MP-9 Malheur Community Nature Area

- Public Buildings - 500' Radius**
- B-1 Holmdel Municipal Complex
 - B-2 Post Office
 - B-3 Fire Aid
 - B-4 Holmdel R.E. Dept.
 - B-5 Fire Station
 - B-6 Emergency Services Building

DESIGNED BY THE BUREAU OF THE
 TOWNSHIP ENGINEER
 AND APPROVED BY THE BOARD OF FREEHOLDERS
 OF THE TOWNSHIP OF HOLMDEL, NEW JERSEY
 DATE: 10/15/98

DESIGNED BY THE BUREAU OF THE
 TOWNSHIP ENGINEER
 AND APPROVED BY THE BOARD OF FREEHOLDERS
 OF THE TOWNSHIP OF HOLMDEL, NEW JERSEY
 DATE: 10/15/98



MONMOUTH COUNTY
 TOWNSHIP ENGINEER

IM
 ASSOCIATES



YOUR GOALS. OUR MISSION.

HOLM G1601

July 5, 2016

Maureen Doloughy
Township of Holmdel
4 Crawfords Corner
Holmdel, NJ 07733

Re: Drug Free School Zone Map

Dear Ms. Doloughy:

As requested, I have revised the Drug Free Zone Map to include the new subdivisions and Township owned portion of the Ramanessin greenway across from Village School. The new map is dated "revised July 5, 2015." By copy of this email, I am providing copies of the revised map to the Administrator, Police Chief, and Director of Infrastructure. I am also forwarding a copy to the Township Attorney and request that he advise as to the appropriate procedure that is required to adopt this updated map.

If you have any questions or desire additional information, please call.

Very truly yours,

T&M ASSOCIATES

EDWARD G. BROBERG, P.E.
HOLMDEL TOWNSHIP ENGINEER

EGB:BLH
Enclosure

cc: Donna Vieiro, Township Administrator
Robert F. Munoz, Township Attorney
John Mioduszewski, Police Chief (jmiod@holmdelpolice.org)
Victor Stevens, Director of Infrastructure

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TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 22

Meeting Date: August 16, 2016

Subject: Bond Ordinance Cross Farm Park

Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

It is recommended that the Committee discuss the possible Introduction of Ordinance 2016-13

PREVIOUS ACTION

BACKGROUND

Bond Ordinance 2016-13 will authorize the installation of synthetic turf athletic fields, including related improvements and amenities, at Cross Farm Park in, by and for the Township. Said improvement shall include all work, materials and appurtenances necessary and suitable.

FISCAL IMPACT

None

Attachments:

Proposed Ordinance 2016-13

For Internal Use

Township Committee Action

Approve

Denied

Other

Comments: _____

BOND ORDINANCE TO AUTHORIZE THE INSTALLATION OF SYNTHETIC TURF ATHLETIC FIELDS AT CROSS FARM PARK IN, BY AND FOR THE TOWNSHIP OF HOLMDEL, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$3,300,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS. 2016-13

BE IT ORDAINED by the Township Committee of the Township of Holmdel, in the County of Monmouth, State of New Jersey, as follows:

Section 1. The Township of Holmdel, in the County of Monmouth, State of New Jersey (the "Township") is hereby authorized to install synthetic turf athletic fields, including related improvements and amenities, at Cross Farm Park in, by and for the Township. Said improvement shall include all work, materials and appurtenances necessary and suitable therefor.

Section 2. The sum of \$3,300,000 is hereby appropriated to the payment of the cost of making the improvement described in Section 1 hereof (hereinafter referred to as "purpose"). Said appropriation shall be met from the proceeds of the sale of the bonds authorized and the down payment appropriated by this ordinance. Said improvement shall be made as a general improvement and no part of the cost thereof shall be assessed against property specially benefited.

Section 3. It is hereby determined and stated that (1) said purpose is not a current expense of said Township, and (2) it is necessary to finance said purpose by the issuance of obligations of said Township pursuant to the Local Bond Law (Chapter 2 of Title 40A of the New Jersey Statutes Annotated, as amended; the "Local Bond Law"), and (3) the total estimated cost of said purpose is \$3,300,000, and (4) \$158,000 of said

sum is to be provided by the down payment hereinafter appropriated to finance said purpose, and (5) the estimated maximum amount of bonds or notes necessary to be issued for said purpose is \$3,142,000, and (6) the cost of such purpose, as hereinbefore stated, includes the aggregate amount of \$350,000 which is estimated to be necessary to finance the cost of such purpose, including architect's fees, accounting, engineering and inspection costs, legal expenses and other expenses, including interest on such obligations to the extent permitted by Section 20 of the Local Bond Law.

Section 4. It is hereby determined and stated that moneys exceeding \$158,000, appropriated for down payments on capital improvements or for the capital improvement fund in budgets heretofore adopted for said Township, are now available to finance said purpose. The sum of \$158,000 is hereby appropriated from such moneys to the payment of the cost of said purpose.

Section 5. To finance said purpose, bonds of said Township of an aggregate principal amount not exceeding \$3,142,000 are hereby authorized to be issued pursuant to the Local Bond Law. Said bonds shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by law. All matters with respect to said bonds not determined by this ordinance shall be determined by resolutions to be hereafter adopted.

Section 6. To finance said purpose, bond anticipation notes of said Township of an aggregate principal amount not exceeding \$3,142,000 are hereby authorized to be issued pursuant to the Local Bond Law in anticipation of the issuance of said bonds. In the event that bonds are issued pursuant to this ordinance, the aggregate amount of notes hereby authorized to be issued shall be reduced by an

amount equal to the principal amount of the bonds so issued. If the aggregate amount of outstanding bonds and notes issued pursuant to this ordinance shall at any time exceed the sum first mentioned in this section, the moneys raised by the issuance of said bonds shall, to not less than the amount of such excess, be applied to the payment of such notes then outstanding.

Section 7. Each bond anticipation note issued pursuant to this ordinance shall be dated on or about the date of its issuance and shall be payable not more than one year from its date, shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by law and may be renewed from time to time pursuant to and within limitations prescribed by the Local Bond Law. Each of said bond anticipation notes shall be signed by the Mayor and by a financial officer and shall be under the seal of said Township and attested by the Township Clerk or Deputy Township Clerk. Said officers are hereby authorized to execute said notes in such form as they may adopt in conformity with law. The power to determine any matters with respect to said notes not determined by this ordinance and also the power to sell said notes, is hereby delegated to the Chief Financial Officer who is hereby authorized to sell said notes either at one time or from time to time in the manner provided by law.

Section 8. It is hereby determined and declared that the period of usefulness of said purpose, according to its reasonable life, is a period of fifteen years computed from the date of said bonds.

Section 9. It is hereby determined and stated that the Supplemental Debt Statement required by the Local Bond Law has been duly made and filed in the office of the Township Clerk of said Township, and that such statement so filed shows that the

gross debt of said Township, as defined in Section 43 of the Local Bond Law, is increased by this ordinance by \$3,142,000 and that the issuance of the bonds and notes authorized by this ordinance will be within all debt limitations prescribed by said Local Bond Law.

Section 10. Any funds received from private parties, the County of Monmouth, the State of New Jersey or any of their agencies or any funds received from the United States of America or any of its agencies in aid of such purpose, shall be applied to the payment of the cost of such purpose, or, if bond anticipation notes have been issued, to the payment of the bond anticipation notes, and the amount of bonds authorized for such purpose shall be reduced accordingly.

Section 11. The capital budget is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency therewith and the resolutions promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, is on file with the Township Clerk and is available for public inspection.

Section 12. The Township intends to issue the bonds or notes to finance the cost of the improvement described in Section 1 of this bond ordinance. If the Township incurs such costs prior to the issuance of the bonds or notes, the Township expects to reimburse itself for such expenditures with the proceeds of such bonds or notes in the maximum principal amount of bonds or notes authorized by this bond ordinance.

Section 13. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this ordinance. Said obligations shall be direct, unlimited and general obligations of the Township, and the Township shall levy ad valorem taxes upon all the taxable real property within the Township for the payment of the principal of and interest on such bonds and notes, without limitation as to rate or amount.

Section 14. This ordinance shall take effect twenty days after the first publication thereof after final passage.

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 24

Meeting Date: August 16, 2016

Subject: Professional Services Library Architectural/Interior Design

Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

It is recommended that the Committee adopt the Resolution

PREVIOUS ACTION

BACKGROUND

Anthony Iovino has submitted a proposal for the architectural/interior design of the Holmdel Library.

FISCAL IMPACT

None

Attachments:

Resolution
Proposal

<i>For Internal Use</i>	
Township Committee Action	
Approve	Denied
Other	
Comments: _____	

PROFESSIONAL SERVICES RESOLUTION

WHEREAS, there exists a need for Architectural Services; and

WHEREAS, funds are available for these purposes, and,

WHEREAS, the Local Public Contracts Law (NJSA 40A:11-1 et. seq.) requires that a notice of the resolution awarding contracts for professional services without competitive bids must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the Mayor and Clerk are hereby authorized and directed to execute an agreement with Arcari Iovino for the Architectural/Interior Design phase of the Holmdel Library in the amount of \$69,000.

BE IT FURTHER RESOLVED that this contract is awarded without competitive bidding as "professional services" under the provisions of the Local Public Contracts Law because the person hereby appointed is licensed Architect a recognized profession licensed and regulated by law, and the rates for the professional services will be and will be approved upon acceptance by the Mayor and Township Committee, and,

BE IT FURTHER RESOLVED that notice of the adoption of this resolution shall be published in the Courier as required by law within 10 days of its passage.

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on August 16, 2016.

Maureen Doloughty, RMC
Township Clerk

July 5, 2016
Revised July 14, 2016

Donna Vieiro, Administrator
Township of Holmdel
4 Crawfords Corner Road
Holmdel, NJ 07733

**RE: PROFESSIONAL SERVICES PROPOSAL
HOLMDEL LIBRARY – ARCHITECTURAL / INTERIOR DESIGN**

Dear Ms. Vieiro:

It is our pleasure to present this professional services proposal for the Holmdel Public Library. The Township intends to position a new public library within the Bell Works complex. As depicted in the March 17, 2015 concept plan, the space allocated for the library is approximately 13,445 square feet plus an additional 3,255sf assigned to the Township for other uses. This letter outlines the tasks, services and timeline of the project that we propose to provide.

Arcari + Iovino Architects will provide architectural services and will coordinate with the Building Owner's engineer for the mechanical, electrical, plumbing, and fire protection design for your project. As we understand from communication with the Building Owner, our design will be confined to the limits of the 'tenant' space and that the front wall (atrium) and the rear wall (exterior wall corridor) of these spaces have particular design parameters defined by the Building Owner.

A typical project is comprised of a series of phases spanning from design through construction. Below we have outlined the phases we anticipate for your project along with their timelines and a summary of tasks to be performed.

Design Development Phase (2 months)

The goal of the Design Development phase is to resolve significant design issues such as the technical aspects of materials and the building's systems that we will interface with. As well, the arrangement of the spaces and the interior finishes are to be finalized. Mechanical, electrical, plumbing, and fire protection concepts are investigated by the Building Owner's engineer and integrated into our design drawings. The drawings prepared in this phase will specifically define the Library's layout will be used as the basis for the construction documents.

Tasks associated with Design Development include the following:

- Develop approved schematic design documents further
- Prepare conceptual furniture plan for new areas to 'test-fit' the spaces
- Visit the building for additional measurements and observations

- Prepare Building Code analysis
- Initial assessment of systems and utilities by engineers
- Investigate construction systems appropriate for the space and confer with building owner
- Coordinate engineer's initial assessment and review drawings
- Develop lighting and electrical plans
- Select finish materials for the space
- Progress / design review meeting with Library Committee
- Develop initial front end bidding documents for Township Attorney review
- Coordinate with estimating consultant to evaluate probable construction values (optional)
- Prepare a perspective rendering of the interior
- Design review meeting with Library Committee

Construction Documents Phase (2 months)

The Construction Document phase produces materials in the form of drawings and specifications which set forth in detail the requirements for the construction of the project. Drawings are the illustrative component of construction documents while the specifications are written requirements pertaining to building materials, equipment and construction systems that outline the standards to be achieved. Construction Documents allow for the bidding, permits, and the construction processes.

Tasks associated with Construction Documentation include the following:

- Prepare construction documents including technical specifications and drawings depicting:
 - Code review summary, project data
 - Floor and ceiling plans
 - Interior elevations as needed
 - Area sections and details
 - Door and window specifications and details
 - Detail restroom plans, elevations and specifications
 - Finish plan and specifications
 - Millwork plans and details of built-in items (i.e. circulation desk, displays)
- Coordinate electrical, mechanical, plumbing and fire protection engineering documents
- Preliminary review meeting with the Building Department
- Assemble project manual
- Issue an opinion of the probable construction value
- Submit drawings for building department review prior to bidding
- Final review with client

Public Bidding Phase (2 months)

During the public bidding phase we would assemble the bid documents and assist with their distribution to contractors. We will answer their questions during the process and attend the bid opening. We would help you evaluate the bids and would prepare a summary letter of our findings. This period includes the time to secure a contract from the awarded bidder and assistance with that process.

Tasks associated with Construction Administration include the following:

- Assist in distribution of bid sets
- Respond to contractor requests during bidding
- Attend the Bid Opening
- Assist with the evaluation of the bids
- Check bidder references

- Prepare a summary of the bid results and findings

Construction Administration Phase (4.5 months)

The Construction Administration is where the architect makes observations to determine that the construction is conforming to construction drawings, specifications, and standards. Administrative tasks occur at the architect's and consultant's offices throughout the phase whereas they review submittals, respond to contractor questions, and help resolve issues as they arise during construction. Records are maintained of all significant correspondence, meetings, and submittals.

Tasks associated with Construction Administration include the following:

- Attendance at a pre-construction meeting
- Review initial schedules of time and money by contractor
- Review periodic applications for payment by contractor
- Review product and equipment submittals and shop drawings
- Review contractor requests for changes
- Attend site meetings and job visits then issue reports (8 bi-monthly meetings/visits included)
- Punch list preparation
- Determine dates for substantial and final completion and issue forms
- Project closeout and final site visit

Professional Fee

Our fee for the basic architectural, ~~mechanical, electrical, plumbing and fire protection~~ services is Sixty Nine Thousand Dollars (\$69,000) plus printing and shipping costs. The fee is apportioned as follows:

Design Development	\$17,250
Construction Documents	\$27,600
Public Bidding	\$2,070
<u>Construction Administration</u>	<u>\$22,080</u>
Total Fee	\$69,000

Optional Services:

Estimating	\$5,500
<i>Engage a third-party professional estimator to evaluate the project during the Design Development and the Construction Documents phases.</i>	
Furniture design	\$7,500
<i>Coordinate with Township's furniture vender to select items to procure through State Contract.</i>	

Reimbursable Expenses

Reimbursable expenses will be billed separately at cost and are in addition to fees for basic services. They shall include computer plotting, blueprinting, postage and handling, and overnight delivery services. We expect an estimated amount of \$750 to be billed for this project.

Conditions of Proposal

- The project is to be bid and constructed as a single-prime contract performed in a single phase.
- As a cost savings and quality control measure, the telephone, data, and security systems equipment selection and installation shall be designed and installed by the Township's vendors and is not included in the construction contract. We will coordinate the wiring/jack locations for conduit runs, as needed, which would be installed by the general contractor.
- Built-in furniture such as the circulation desk is included. Furniture and equipment conceptual design is included for 'test-fit' purposes only and does not enumerate actual items; specification/procurement for same is not included.
- Our scope of responsibility is confined to the limit of the Tenant space and it is understood that the building owner will provide conditioned air to the space for our distribution, local electrical panels for lighting and power requirements, and plumbing would be made available to serve any new fixtures in the Tenant space.
- Structural services are not expected to be required.

We look forward to working with you and are confident we can help you plan this project effectively. Contact us at your earliest convenience to discuss and we will commence work upon your approval and execution of a mutually acceptable agreement.

Sincerely,



Anthony Iovino, AIA, PP
Arcari + Iovino Architects, P.C.
Past President of the American Institute of Architects, ALNNJ Section, 2003
AIA-NJ Firm of the Year 2011

