
HOLMDEL TOWNSHIP
OFFICE OF THE TOWNSHIP CLERK

TO: Mayor and Township Committee

FROM: Maureen Doloughy, RMC, Township Clerk

DATE: December 8, 2016

RE: **Agenda Items for the Meeting of December 13, 2016**

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

Consent

1. The list of Bills Payable has been forwarded to you for review. The Resolution of Approval has been prepared.

2. The List of Purchases over \$3,500 is enclosed for your review.

3. A contract was awarded to Civic Plus on December 10, 2013 for the web design and hosting of the Township's website. The current contract expires on January 1, 2017. The recommendation is being made to adopt the Resolution and Agreement for the hosting of the Township's website for a three year term beginning January 1, 2017 and ending January 1, 2020. The cost for 2017 will be \$4,217.00. Part of this agreement includes a no-cost redesign/consultation.

4. Proposals were solicited for HVAC Maintenance Services for 2017. Breeze Heating & Air Conditioning Company was the lowest responsible bidder with a bid of \$18,285. Since the proposal submitted exceeds the Pay-to-Play threshold of \$17,500 Pay-to-Play Disclosure documentation has been submitted and is on file with the Township Clerk's office.

5. The Township's Consultant, Brown & Brown, secured a health benefits proposal from Horizon BCBSNJ reflecting an increase of approximately 15.9%. Brown & Brown solicited proposals from AmeriHealth, Aetna and Cigna. All declined to quote. Oxford did not respond to the request for proposals from Brown & Brown. Although insurance is an exception to formal public bidding by virtue of N.J.S.A. 40A:11-5(1)(a)(ii), N.J.S.A. 40A:11-5(1)(m) and N.J.A.C. 5:34-2.1 we are still required to award it as an Extraordinary Unspecifiable Service (EUS) adhering to those guidelines.

HOLMDEL TOWNSHIP

OFFICE OF THE TOWNSHIP CLERK

6. The Township's Consultant, Brown & Brown, was able to secure renewal dental benefits with Delta Dental reflecting a 6% decrease. Due to the competitive rate and employee satisfaction with the plan, other proposals were not solicited for this year. Although insurance is an exception to formal public bidding by virtue of N.J.S.A. 40A:11-5(1)(a)(ii), N.J.S.A. 40A:11-5(1)(m) and N.J.A.C. 5:34-2.1 we are still required to award it as an Extraordinary Unspecifiable Service (EUS) adhering to those guidelines.

7. The Salary Ordinance of the Township of Holmdel provides that there shall be fifteen Holidays per year as established by Resolution of the Mayor and Township Committee. The attached Resolution which sets the Holidays for 2017 has been prepared in accordance with the Employee Handbook.

8. The Engineer has inspected the bondable improvements associated with the St. Benedict Church and School Project and determined that all improvements are installed satisfactorily. Therefore, the recommendation is to release the Maintenance Bond. A Resolution has been prepared.

9. A Resolution has been prepared appointing Glen Purves as a temporary Plumbing Inspector at a salary of \$35 per hour in the Construction Department.

10. The contract for Janitorial Services was awarded to First Community Development Corporation of New Jersey for a term of one year with the option to renew for an additional one-year term. This contract is exempt from public bidding (N.J.S.A.40A:11-5(n)) as it is considered a Sheltered Workshop. The services include cleaning of the Municipal Building, the Senior/Community Center, seasonal cleaning of the restrooms at Cross Farm Park and Bayonet Farm and the office at DPW.

11. The Township Committee released the Performance Bond for Holmdel Route 35 subject to the acceptance of a Maintenance Bond. The Maintenance Bond has been posted and reviewed by the Engineer and the Attorney and found to be in order. A Resolution to accept the Bond has been prepared.

12. The Engineer has prepared Change Order #3 that reflects the cost of paving performed at the DPW and reflects as built quantities. The change order reflects a net reduction of \$8,927.75

13. It is recommended by the Holmdel Township Police Department that the Committee approve the fire fighter application submitted by Sean Turner. As part of the fire fighter application process, applicants must agree to a background check and physical examination.

HOLMDEL TOWNSHIP

OFFICE OF THE TOWNSHIP CLERK

14. Bids were received for the Maintenance and Operation of the Sanitary Sewer System for the period of January 1, 2017 through December 31, 2017 with options to renew for 2018 and 2019. The low bid of \$196,720.00 was submitted by Maser Consulting, PA and the recommendation is that the Township Committee award the contract.

15. The bids were received for the Road and Park Materials recommendation is for the Committee to award contracts to RWV Land & Livestock South, Inc., Atlantic Salt, Trap Rock Industries, Inc.; Stavola Constructions Materials, Inc.; Mazza & Sons; and Mazza Mulch in accordance with the bid documents

16. A Resolution has been prepared for the return of Deposit fees for Recreation.

17. A Resolution has been prepared transfer unexpended funds from within the budget to departments whose accounts have encountered over expenditures.

18. A Resolution authorizing Special Items of Revenue has been prepared to include a total of \$39,868.34 for the following grants: Bayshore DWI Saturation Patrol, Holmdel Pedestrian Safety, Body Armor, Drive Sober Get Pulled Over.

19. The State of New Jersey, Division of Highway Traffic Safety, has asked law enforcement agencies throughout the state to participate in the Drive Sober or Get Pulled Over 2016 Year End Holiday Crackdown from December 9, 2016 through January 1, 2017.

20. The recommendation is being made the Township Committee award the above referenced contract for the maintenance of the pneumatic control system in the municipal building in the amount of \$7,560. for the quarterly inspections.

Hearings on Ordinances

21. Ordinance 2016-14 authorizes the Mayor or Deputy Mayor and Township Clerk to execute the Library lease at Bell Works.

Attorney

22. A Petition was filed requiring a Referendum for Bond Ordinance 2016-13. The Township Committee is required to set a date for the Referendum to be voted on by the residents of Holmdel. The Referendum will be included with the General Election to be held on November 7, 2017.

HOLMDEL TOWNSHIP

OFFICE OF THE TOWNSHIP CLERK

Engineer

23. The Department of Transportation, in correspondence dated November 17, 2016 solicited an application for road improvements. In prior years, the Township has applied for and received three State Grants for Crawfords Corner Road and the Engineer is hopeful that the NJDOT will continue funding that program. He is requesting authorization to prepare a State Aid Application for Road Improvement Funds for Crawfords Corner Road in the amount of \$400,000

24. Mr. Broberg is recommending that the Performance Guarantee and Inspection Fees posted for Hop Brook Subdivision be released subject to a final accounting of the inspection fee account.

As always, if you have questions or cannot attend the meeting, please call me at 732-946-2820.

Holmdel Township

Tel: 732-946-2820

4 CRAWFORDS CORNER ROAD
HOLMDEL, NEW JERSEY 07733

Fax: 732-946-0116

HOLMDEL TOWNSHIP COMMITTEE REGULAR MEETING

December 13, 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 Doloughy, 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**

Chief Financial Officer

Clerk

Consent Agenda

1. Approve Bills Payable
2. Approve Purchases over \$3,500
3. Adopt Resolution Exercising Option to Renew Contract with Civic Plus for Hosting of Township Website
4. Adopt Resolution Awarding Contract with Automatic Temperature Control for Maintenance of the Pneumatic Control System in the Municipal Building in the Amount of \$7,560 to Breeze Heating & Air Conditioning Company
5. Adopt Resolution Authorizing the Provision of Health Care Benefits Administered by Horizon Blue Cross Blue Shield of NJ through Brown & Brown Benefit Advisors in the Amount of \$1,584,099
6. Adopt Resolution Authorizing the Provision of Employee Group dental Plan Administered by Delta Dental through Brown & Brown in the Amount of \$108,215
7. Adopt Holiday Resolution for 2017
8. Adopt Resolution Releasing Maintenance Bond Posted for St. Benedict Catholic Church and School
9. Adopt Resolution Appointing Glen Purves as Temporary Plumbing Inspector at a Salary of \$35 per Hour
10. Adopt Resolution Exercising Option to Renew the Contract for Janitorial Services with First Community Development Corporation of New Jersey in the amount of \$46,100.44
11. Adopt Resolution Accepting the Maintenance Bond Posted for Holmdel Route 35

Township Committee Meeting – December 13,2016

12. Adopt Resolution Approving Change Order #3 for the 2015 Capital Improvement Program for a Decrease of \$8,927.75
13. Approve the Application of Sean Turner to become a Holmdel Township Fire Fighter
14. Award the contract for the Maintenance and Operation of the Sanitary Sewer System for the January 1, 2017 to December 31, 2017 subject to the availability of funds, and review of the bid documents by the Township Attorney
15. Award Contract for Road and Park Materials for 2017
16. Adopt Resolution Releasing Recreation Fees
17. Adopt Transfer Resolution
18. Adopt Resolution Approving Special Item of Revenue for a total amount of 39,868.34
19. Adopt Drive Sober or Get Pulled Over Proclamation
20. Adopt Resolution Awarding the Contract for Maintenance and Service Agreement for Pneumatic Controls, Automation Controls and the electric/electronic Controls for Town Hall to ATC Services

Hearings on Ordinances

21. AN ORDINANCE AUTHORIZING EXECUTION OF LIBRARY LEASE. 2016-14

Clerk's Statement

Public Hearing

Motion to adopt on final reading and publish in the Asbury Park Press according to law.

Departments

Administrator

Professionals

Township Committee Meeting – December 13,2016

Attorney

22. Adopt Resolution Including Referendum for Bond Ordinance 2016-13 on the Ballot of the General Election to be Held on November 7, 2017

Engineer

23. Authorize Engineer to Prepare State Aid Application for Road Improvement Funds for Crawfords Corner Road in the Amount of \$400,000
24. Adopt Resolution Releasing the Performance Bond Posted for the Hop Brook Subdivision

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 December 13, 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	\$ 291,232.81
FUND DISTRIBUTION	6-07	SWR	\$ 122,891.67
FUND DISTRIBUTION	6-12		\$ 29,716.87
FUND DISTRIBUTION	6-26	SWM	\$ 3,155.46
		Year Total:	\$ 446,996.81
FUND DISTRIBUTION	C-04	ORD	\$ 176,211.54
FUND DISTRIBUTION	D-02	Dog Trust	\$ 346.40
FUND DISTRIBUTION	G-02	ST/FED GRANT	\$ 9,345.15
FUND DISTRIBUTION	T-12	OTHER TRUSTS	\$ 4,795.00
		Total Of All Funds:	\$ 637,694.90
		Total of all Projects:	\$ 15,087.61

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 December 13, 2016.

Maureen Doloughy, RMC
Township Clerk

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl	
WHP0001 W.H. Potter & son Continued												
	16-03610 11/01/16 Parks Tools and Hardware	1 Parks Tools and Hardware	123.93	6-01-28-370-190	B	PARKS: Tools & Hardwar	R	11/01/16 11/30/16		223296	N	
	Vendor Total:		824.13									
WIRE001 Wireless Communications												
	16-01123 04/19/16 RADIO MAINT JULY-DEC 2016	6 RADIO MAINTENANCE/NOV 2016	617.00	6-01-25-240-308	B	POL: Patrol	R	04/19/16 11/30/16		M57206	N	
	16-03603 11/01/16 Auto Parts (Blanket)	2 Antennas as per inv M57196	128.02	6-01-26-315-299	B	CRF: Automotive Parts and Supplies	R	11/01/16 12/01/16		M57196	N	
	Vendor Total:		745.02									
ZAMB001 Zambelli Fireworks Mfg. Co.												
	16-03499 10/25/16 Fireworks Harvest Festival	1 Fireworks Harvest Festival	4,500.00	6-12-56-852-013-802	B	Recreation Special Events	R	10/25/16 11/30/16		0513440	N	
		2 postponement Fee	450.00	6-12-56-852-013-802	B	Recreation Special Events	R	10/25/16 11/30/16		0513416	N	
	Vendor Total:		4,950.00									
Total Purchase Orders:			277	Total P.O. Line Items:	361	Total List Amount:	637,694.90	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	6-01	291,232.81	0.00	291,232.81	0.00	0.00	0.00	291,232.81
SEWER OPERATING	6-07	122,851.67	0.00	122,851.67	40.00	0.00	0.00	122,891.67
	6-12	12,422.26	0.00	12,422.26	2,207.00	0.00	15,087.61	29,716.87
POOL OPERATING ACCOUNT	6-26	2,755.46	0.00	2,755.46	400.00	0.00	0.00	3,155.46
Year Total:		429,262.20	0.00	429,262.20	2,647.00	0.00	15,087.61	446,996.81
GENERAL CAPITAL	C-04	176,211.54	0.00	176,211.54	0.00	0.00	0.00	176,211.54
Dog Trust	D-02	346.40	0.00	346.40	0.00	0.00	0.00	346.40
STATE/FEDERAL GRANT FUND:	G-02	9,345.15	0.00	9,345.15	0.00	0.00	0.00	9,345.15
OTHER TRUSTS	T-12	4,795.00	0.00	4,795.00	0.00	0.00	0.00	4,795.00
Total of All Funds:		619,960.29	0.00	619,960.29	2,647.00	0.00	15,087.61	637,694.90

TOWNSHIP OF HOLMDEL
Bill List By Vendor Id

Project Description	Project No.	Rcvd Total	Hold Total	Project Total
CRUZ ASSOCIATES, LLC	PB-CRUZ AS	210.00	0.00	210.00
POLO CLUB OF HOLMDEL/JAG HOLD.	PB-POLO CL	144.51	0.00	144.51
NATALIE J. SAAGER	PB-SAEGER	225.00	0.00	225.00
TOLL BROS/DEV AGREEMENT	PB-TOLL DA	573.77	0.00	573.77
CRUZ SEWER	PCB-000003	2,155.81	0.00	2,155.81
PINNACLE HOPBROOK DEVEL.LLC	PEF-000204	1,326.00	0.00	1,326.00
SOMERSET HOLMDEL LLC	PEF-000241	3,047.16	0.00	3,047.16
HOLM FIELDS 2 (FLEET LLC)	PEF-000246	77.50	0.00	77.50
TOLL BRO/REGENCY TOMNHOMES PH1	PEF-000253	6,713.06	0.00	6,713.06
TOLL BROS/RESERVE@HOLMDEL	PEF-000257	29.80	0.00	29.80
ATZINGEN, YOLANDA & ROBERT	ZB-ATZINGE	65.00	0.00	65.00
CORNERSTONE POWER HOLMDEL LLC	ZB-CORNSTO	65.00	0.00	65.00
OUTFRONT MEDIA	ZB-OUTFRON	455.00	0.00	455.00
Total of All Projects:		<u>15,087.61</u>	<u>0.00</u>	<u>15,087.61</u>

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 December 13, 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	\$	8,037.50
		Total of All Funds:	\$	8,037.50

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 December 13, 2016.

Maureen Doloughy, RMC
Township Clerk

December 5, 2016
10:16 AM

TOWNSHIP OF HOLMDEL
Check Register By Check Id

Page No: 1

New

Range of Checking Accts: CASH CLEARING to CASH CLEARING Range of Check Ids: 34799 to 34799
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	Reconciled/Void	Ref Num
PO #	Item	Description				Contract	Ref Seq Acct
34799	12/05/16	WEXB0005 Wex Bank					2467
16-03883	1	NOV 30 Bill; a/c#369-666-630-8	8,037.50	6-01-31-460-460-401	Budget		1 1
				GAS/OIL: TOWNSHIP & FACILITIES			

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	1	0	8,037.50	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	8,037.50	0.00

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	6-01	8,037.50	0.00	0.00	8,037.50
Total of All Funds:		<u>8,037.50</u>	<u>0.00</u>	<u>0.00</u>	<u>8,037.50</u>

Over \$ 3,500 List for Township Committee Approval

December 13, 2016 Meeting

Project: Skid mounted brine application unit

Vendor: TRIUS, Inc. (per NJ State Contract #85439)

Amount: \$ 21,062.00

Please see attached quote dated Nov 29 for complete description.

Project : Valve assembly

Vendor: DETCON

Amount: \$ 8,089.00

Please see attached email dated Nov 10 for complete description.

Project :

Vendor:

Amount:

Loni Lucina

From: Glen Henderson
Sent: Monday, November 21, 2016 8:59 AM
To: Loni Lucina
Subject: FW: Holmdel quote

Hi Loni, Please put this quote on the over 3,500 agenda.
Thanks, Glenn

From: Glen Henderson
Sent: Monday, November 21, 2016 8:50 AM
To: Victor Stevens; Jeff Smith
Subject: FW: Holmdel quote

Hi Victor, and Jeff, This is the quote that I sent to Jeanette on November 10th. It is for our truck # 21.
Thanks Glenn

From: Glen Henderson
Sent: Thursday, November 10, 2016 2:56 PM
To: Jeanette Larrison
Cc: Victor Stevens; Jeff Smith
Subject: FW: Holmdel quote

Hi, We have a Peterbuilt debris truck at Detcon, the Loadmaster body dealer. It has a hydraulic valve that needs to be replaced. The attached is a quote to do that work. They are a sole source supplier for this repair.
Thanks Glenn

From: Detcon [<mailto:detconcorp@aol.com>]
Sent: Thursday, November 10, 2016 1:41 PM
To: Glen Henderson
Subject: Re: Holmdel quote

Glen,
Sorry for the delay. We were trying to find an direct replacement valve since the valve in there is no longer available. You will have to go with the current valve assembly quoted below which will have to be adapted to fit.

- 1 - 2078 TG Valve \$5,894
- 2 - 0017 Clevis Yokes \$69
- 1 - 0123 Control Rod \$92
- 1 - 1175 Control Rod \$92
- 1 - Hardware Kit \$42
- PARTS TOTAL...\$6,189.00
- LABOR.....\$1,900.00
- Total parts & labor \$8,089.00

Sent from my iPhone

On Nov 10, 2016, at 8:06 AM, Glen Henderson <ghenderson@holmdeltownship-nj.com> wrote:

Hi Chris, How is it going with the truck. I need to move on this. As I said we are in leaf season.
Let me know, Thanks Glenn



TRIUS inc.

5049 Industrial Rd
Farmingdale, NJ 07727
732-751-9611 Fax: 732-751-9619



Date: 11/29/16

To: HOLMDEL TOWNSHIP
ATTN: VICTOR STEVENS

Quotation From: MIKE CANN
Quotation #: MC112216LA-1

EMAIL: vstevens@holmdeletownship.nj Terms: NET 30
P 732-946-2820 ext. 1962 FOB: FARMINGDALE, NJ
F Delivery: APPROX 120-150 DAYS

Quantity	Description	Unit	Total
	PER NJ STATE CONTRACT #85439		
	FURNISH & INSTALL:		
1	SKID MOUNTED BRINE APPLICATION UNIT, 1200 GALLONS - STAINLESS STEEL FRAME - POLY BRINE TANK - STAINLESS STEEL SPRAY BOOM FOR 3 LANE APPLICATION - MAXIMUM APPLICATION RATE OF 70 GALS/LANE MILE AT 40 MPH - INCLUDES BAFFLES AND FLOW METER - HYDRAULIC PUMP - MICRO-TRAK CONTROLLER, MULTI-PURPOSE ELECTRONIC CONTROL SYSTEM FOR REGULATING AND MAINTAINING EXACT APPLICATION RATE AND FLOW OF ANTI-ICE AND DEICING LIQUIDS, AND OTHER ROAD & TURE MAINT. PRODUCTS - FOUR OPERATING MODES; INCLUDES BLAST AND KEYLOCK SWITCHES - BUILT IN VRA/AVL COMMUNICATIONS, AUDIBLE ALARM, ALARM MESSAGES AND EMERGENCY STOP	\$18,582.00	\$18,582.00
	OPTION - NOT ON CONTRACT:		
1	STAINLESS STEEL SELF-STANDING LEGS	\$810.00	\$810.00
1	ADDITIONAL LED STROBES & SPINNER LIGHT PACKAGE - OPTIONS WOULD NEED TO BE ORDERED AT SAME TIME AS APPLICATION UNIT IF DESIRED.	\$1,670.00	\$1,670.00

TOTAL \$ 21,062

TOWNSHIP COMMITTEE AGENDA ITEM # 3

Meeting Date: December 13, 2016

Subject: Option to Renew – Hosting of Township’s Website

Submitted by: Barbara Kovelesky, QPA

Approved by: Donna M. Vieiro, Township Administrator

RECOMMENDATION

It is recommended that the Committee adopt Resolution and Agreement for the hosting of the Township’s website for a three year term beginning January 1, 2017 and ending January 1, 2020. Part of this agreement includes a no-cost redesign/consultation.

PREVIOUS ACTION

BACKGROUND

A contract was awarded to Civic Plus on December 10, 2013 for the web design and hosting of the Township’s website. The current contract expires on January 1, 2017.

FISCAL IMPACT

The fiscal impact for 2017 will be \$4,217.00

Attachments:

Resolution for Renewal

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

Date Delegated: _____		
Signature: _____		

RESOLUTION

WHEREAS the Township awarded a contract to Civic Plus on December 10, 2013 for redesign and hosting the Township's website; and

WHEREAS, the current contract is scheduled to expire on January 1, 2017; and

WHEREAS, it is the desire of the Township to continue the service with Civic Plus to host the website which will include a no-cost redesign/consultation.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that a contract be awarded to Civic Plus for the hosting of the Township website for a three year term beginning January 1, 2017.

BE IT FURTHER RESOLVED that the fiscal impact of the contract will be \$4,217.00 for 2017.

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 Holmdel Township Committee at a meeting held on December 13, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 4

Meeting Date: December 13, 2016

Subject: Award of Contract – Automatic Temperature Control

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 maintenance of the pneumatic control system in the municipal building in the amount of \$7,560. for the quarterly inspections.

PREVIOUS ACTION

BACKGROUND

The contract amount covers the quarterly inspections of the pneumatic control system and also includes an additional eight (8) hours of emergency services. If emergency services are required beyond this allowance, they shall be billed as follows:

Hourly rates for emergency services:

Modem, Automation & DDC Control Service:	\$150.00
Electrical Control Services:	\$140.00
Pneumatic Control Services:	\$140.00
Parts & materials (discount off list)	50%

FISCAL IMPACT

The proposal reflects a 2% increase from last year's contract

Attachments:

Resolution

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

Date Delegated: _____		
Signature: _____		

RESOLUTION AWARDING CONTRACT

WHEREAS, bids were received at the Municipal Building, Crawfords Corner Road, Holmdel, New Jersey for the Maintenance of the Pneumatic Control System in the Municipal Building; and

WHEREAS, the following bids were received:

Contractor	Amount
Breeze Heating & Air Conditioning Company	\$18,285.
Nastus Brothers	\$20,300.
Automated Building Controls, Inc.	\$18,995.

and

WHEREAS, the Township Qualified Purchasing Agent has recommended an award be made to Breeze Heating & Air Conditioning Company; and

WHEREAS, the Chief Financial Officer has certified to the Township Clerk that funds are available.

NOW, THEREFORE BE IT RESOLVED that the Township Committee of the Township of Holmdel hereby awards a contract to Breeze Heating & Air Conditioning Company in accordance with the bid documents in the amount of \$18,285.00 .

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to Breeze Heating & Air Conditioning Company, 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 December 18, 2016.

Maureen Doloughty, RMC
Township Clerk

TOWNSHIP COMMITTEE AGENDA ITEM # 5

Meeting Date: December 13, 2016

Subject: Employee Health Care Benefits
Horizon Blue Cross Blue Shield of New Jersey (Horizon BCBSNJ)

Submitted by: Barbara Kovelesky, QPA

Approved by: Donna M. Vieiro, Township Administrator

RECOMMENDATION

It is recommended the Township Committee authorize the provision of health care benefits administered by Horizon Blue Cross Blue Shield of NJ, administered through Brown & Brown Benefit Advisors, for the period January 1, 2017 – December 31, 2017. It is estimated the annual cost for health care will be \$1,584,099

PREVIOUS ACTION

BACKGROUND

Our consultant, Brown & Brown, secured a health benefits proposal from Horizon BCBSNJ reflecting an increase of approximately 15.9%.

Brown & Brown solicited proposals from AmeriHealth, Aetna and Cigna. All declined to quote. Oxford did not respond to the request for proposals from Brown & Brown.

Although insurance is an exception to formal public bidding by virtue of N.J.S.A. 40A:11-5(1)(a)(ii), N.J.S.A. 40A:11-5(1)(m) and N.J.A.C. 5:34-2.1 we are still required to award it as a Extraordinary Unspecifiable Service (EUS) adhering to those guidelines.

FISCAL IMPACT

The fiscal impact shall be an estimated annual premium of \$1,584,099.

Attachments:

Resolution

Form for internal use with fields: Township Committee Action (Approve, Denied, Other), Comments, Date Delegated, Signature.

**RESOLUTION AUTHORIZING AGREEMENT FOR EXTRAORDINARY
UNSPECIFIABLE SERVICES (EUS)**

WHEREAS, there exists a need for health insurance benefits for Township employees;
and

WHEREAS, Brown & Brown Benefit Advisors has secured a health benefits proposal from Horizon Blue Cross Blue Shield of New Jersey (Horizon BCBSNJ); and

WHEREAS, the proposal for the term January 1, 2017 – December 31, 2018 shall be estimated at \$1,584,099; and

WHEREAS, insurance, including the purchase of insurance coverage and consultant services, is a limited exception to the public advertising and bidding requirements by virtue of N.J.S.A. 40A:11-5(1)(a)(ii), 40A: 11-5(1)(m), in that it is considered an Extraordinary Unspecifiable Service (EUS), procedural requirements of an EUS must be met to document the Township Committee's action; and

WHEREAS, the Township Administrator has certified that this meets the statute and regulations governing the award of such contracts; and

WHEREAS, the Chief Financial Officer has certified funds will be included in the 2017 budget.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel as follows:

1. Brown and Brown Benefit Advisors is hereby authorized to act on the Township's behalf for all matters relating to the procurement of health insurance benefits.
2. Notification of contract award shall be printed once in the Courier.

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 December 13, 2016.

Maureen Doloughty, RMC
Township Clerk

TOWNSHIP COMMITTEE AGENDA ITEM # 6

Meeting Date: December 13, 2016
Subject: Employee Group Dental Plan – Delta Dental
Submitted by: Barbara Kovelesky, QPA
Approved by: Donna M. Vieiro, Township Administrator

RECOMMENDATION

It is recommended the Township Committee authorize the provision of employee group dental plan benefits administered by Delta Dental, through Brown & Brown Benefit Advisors, for the period January 1, 2017 – December 31, 2017. It is estimated the annual cost for dental benefits will be \$108,215.

PREVIOUS ACTION

BACKGROUND

Our consultant, Brown & Brown, was able to secure renewal dental benefits with Delta Dental reflecting a 6% decrease.

Due to the competitive rate and employee satisfaction with the plan, other proposals were not solicited for this year.

Although insurance is an exception to formal public bidding by virtue of N.J.S.A. 40A:11-5(1)(a)(ii), N.J.S.A. 40A:11-5(1)(m) and N.J.A.C. 5:34-2.1 we are still required to award it as a Extraordinary Unspecifiable Service (EUS) adhering to those guidelines.

FISCAL IMPACT

The fiscal impact shall be an estimated not to exceed annual premium of \$108,215.

Attachments:

Resolution

For Internal Use
Township Committee Action
Approve Denied Other
Comments:
Date Delegated:
Signature:

**RESOLUTION AUTHORIZING AGREEMENT FOR EXTRAORDINARY
UNSPECIFIABLE SERVICES (EUS)**

WHEREAS, there exists a need for dental care benefits for Township employees;
and

WHEREAS, Brown & Brown Benefit Advisors has secured a dental benefit
proposal from Delta Dental; and

WHEREAS, the proposal for the term January 1, 2017 – December 31, 2019 shall
be estimated at \$108,215; and

WHEREAS, insurance, including the purchase of insurance coverage and
consultant services, is a limited exception to the public advertising and bidding
requirements by virtue of N.J.S.A. 40A:11-5(1)(a)(ii), 40A: 11-5(1)(m), in that it is
considered an Extraordinary Unspecifiable Service (EUS), procedural requirements of an
EUS must be met to document the Township Committee's action; and

WHEREAS, the Township Administrator has certified that this meets the statute
and regulations governing the award of such contracts; and

WHEREAS, the Chief Financial Officer has certified funds will be included in the
2017 budget.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Township
Committee of the Township of Holmdel as follows:

1. Brown and Brown Benefit Advisors is hereby authorized to act on the
Township's behalf for all matters relating to the procurement of dental
benefits.
2. Notification of contract award shall be printed once in the Courier.

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 December 13, 2016.

Maureen Doloughty, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 7

Meeting Date: December 22, 2016

Subject: Holiday Resolution

Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

It is recommended that the Committee adopt the Resolution

PREVIOUS ACTION

BACKGROUND

The Salary Ordinance of the Township of Holmdel provides that there shall be fifteen Holidays per year as established by Resolution of the Mayor and Township Committee. The attached Resolution which sets the Holidays for 2017.

FISCAL IMPACT

None

Attachments:

Resolution

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

HOLIDAY RESOLUTION

WHEREAS, the Salary Ordinance of the Township of Holmdel provides that there shall be fifteen (15) Holidays per year as established by Resolution of the Mayor and Township Committee.

NOW, THEREFORE, BE IT RESOLVED that the following shall be holidays for the 2017 calendar year:

Monday, January 2, 2017	For New Year's Day
Monday, January 16, 2017	Martin Luther King, Jr. Day
Monday, February 20, 2017	President's Day
Friday, April 14, 2017	Good Friday
Monday, May 29, 2017	Memorial Day
Tuesday, July 4, 2017	Independence Day
Monday, September 4, 2017	Labor Day
Monday, October 9, 2017	Columbus Day
Friday, November 10, 2017	Veteran's Day Holiday
Thursday, November 23, 2017	Thanksgiving Day
Friday, November 24, 2017	Day after Thanksgiving
Friday, December 23, 2016	For Christmas Eve
Monday, December 25, 2017	For Christmas Day

In addition to the thirteen specific holidays two additional holidays may be taken at the employee's discretion and subject to the supervisor's approval.

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 December 13, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 8

Meeting Date: December 13, 2016

Subject: St. Benedict Church and School Maintenance 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 bondable improvements associated with the St. Benedict Church and School Project and determined that all improvements are installed satisfactorily. Therefore, the recommendation is to release the Maintenance Bond. A Resolution has been prepared.

FISCAL IMPACT

None

Attachments:

Resolution
Engineer's Letter

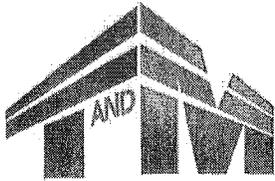
RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that Maintenance Bond #S0015090 issued by First Indemnity of American Insurance Company posted in conjunction with St. Benedict Catholic Church and School in the amount of \$\$2,368.65 be released in accordance with the Engineer's letter dated November 15, 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 Holmdel Township Committee at a meeting held on December 13, 2016.

Maureen Doloughy, RMC
Township Clerk



YOUR GOALS. OUR MISSION.

HOLM-G1601

November 15, 2016

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

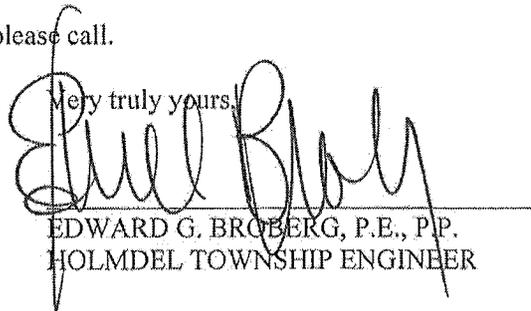
**Re: St. Benedict Catholic Church and School
Preliminary and Final Major Subdivision
165 Bethany Road; Block 30.09, Lot 6.01
Maintenance Bond No. 0015090**

Dear Ms. Doloughy:

As you know, Maintenance Bond No. S0015090, issued by First Indemnity of American Insurance Company, dated October 21, 2014, in the amount of \$2,368.65, was posted in conjunction with the referenced project. In anticipation of the upcoming expiration of the above maintenance bond, we have inspected the above referenced site. Since no deficiencies were observed, I am recommending that Maintenance Bond No. S0015090, issued by First Indemnity of American Insurance Company, dated October 21, 2014, in the amount of \$2,368.65, be released by formal resolution.

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

Very truly yours,



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

EGB:BLH:dk

c: Donna Vieiro, Township Administrator
Duane Davison, Esq., Township Attorney
Robert Faye, Construction Official
David Olsen, Zoning Officer
St. Benedicts Church, 165 Bethany Road, Holmdel, NJ 07733
Michael Steib, Esq., Cherry Tree Farm Road, Middletown, NJ 07748

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TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 9

Meeting Date: December 13, 2016
Subject: Appointment of Temporary Plumbing Inspector
Submitted by: Denise Fluck
Approved by: Administrator Donna Vieiro

RECOMMENDATION

Request approval to appoint Glen Purves as a temporary Plumbing Inspector at a salary of \$35 per hour in the Construction Department.

PREVIOUS ACTION

None

BACKGROUND

The appointment is being requested to assist with inspections as needed.

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: _____	

RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee that Glen Purves be and hereby is appointed as a Temporary Plumbing Inspector at a Salary of \$35.00 per hour in the Construction Department effective December 14, 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 Holmdel Township Committee at a meeting held on December 13, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 10

Meeting Date: December 13, 2016
Subject: Option to Renew – Janitorial 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 janitorial services with First Community Development Corporation of New Jersey, Inc. in the amount of \$46,100.44 for the period January 1, 2017 – December 31, 2017.

PREVIOUS ACTION

None

BACKGROUND

The contract was awarded for a term of one year with the option to renew for an additional one year term. This contract is exempt from public bidding (N.J.S.A.40A:11-5(n) as it is considered a Sheltered Workshop. The services include cleaning of the Municipal Building, the Senior/Community Center, seasonal cleaning of the restrooms at Cross Farm Park and Bayonet Farm and the office at DPW.

FISCAL IMPACT

The fiscal impact will be \$ 46,100.44 for the 2017 contract year. This contract price represents an increase of 2% above the 2016 contract.

Attachments:

Resolution

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

Date Delegated: _____		
Signature: _____		

RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the contract for cleaning services be awarded to First Community Development for the Municipal Building (including Police Station and Library), the Senior/Community Center, and seasonal cleaning of restrooms at Cross Farm Park and Bayonet Farm and the office at DPW n the amount \$46,100.44 for a period of January 1, 2017 through December 31, 2017

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 December 13, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 11

Meeting Date: December 13, 2016
Subject: Holmdel Route 35 Maintenance Bond
Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

It is recommended that the Committee adopt the resolution

PREVIOUS ACTION

BACKGROUND

The Township Committee released the Performance Bond for Holmdel Route 35 subject to the acceptance of a Maintenance Bond. The Maintenance Bond has been posted and reviewed by the Engineer and the Attorney and found to be in order. A Resolution to accept the Bond has been prepared.

FISCAL IMPACT

None

Attachments:

RESOLUTION\

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that Performance Bond No. SUR0271 issued by Lincoln General Insurance Company in the reduced amount of \$541,433.70 and the Performance Cash Bond in the reduced amount of \$60,159.30 posted for Hop Brook Subdivision be released subject to the payment of any outstanding inspection fees.

BE IT FURTHER RESOLVED that posting of a Maintenance Bond for the subdivision be waived due to the age of the project.

BE IT FURTHER RESOLVED that the inspection escrow should only be released after the CFO has received the last engineering inspection fee voucher in accordance with the Engineer's letter dated December 5, 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 Township Committee of the Township of Holmdel at a meeting held on December 13, 2016.

Maureen Doloughty, RMC

Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 12

Meeting Date: December 13, 2016

Subject: Change Order No. 3 for the 2015 Road Improvement Program

Submitted by: Edward G. Broberg, P.E., Township Engineer

Approved by:

RECOMMENDATION

I recommend the Governing Body authorize Change Order No. 3 that reflects the cost of paving performed at the DPW and reflects as built quantities. The change order reflects a net reduction of \$8,927.75

PREVIOUS ACTION

In previous actions, the Governing Body authorized a comprehensive Road Program for 2015 and approved 2 Change Orders.

BACKGROUND

The 2015 Road Improvement Program is part of an ongoing and expanded effort to improve infrastructure in Holmdel.

FISCAL IMPACT

The fiscal impact of this Change Order is a **net decrease** of \$8,927.75.

Attachments:

Change Order No. 3

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For Internal Use

Township Committee Action

Approve Denied Other

Comments: _____

Date Delegated: _____

Signature: _____

RESOLUTION AUTHORIZING CHANGE ORDER

WHEREAS, the Township of Holmdel awarded a contract for the 2015 Capital Improvement Program to Jads Construction; and

WHEREAS, the work relating to that contract is ongoing and;

WHEREAS, the Township Engineer has submitted a detailed report dated November 16, 2015 requesting approval of Change Order #1 for a reduction in the amount of \$96.61 for this contract; and

WHEREAS, the Township Engineer has submitted a detailed report dated May 3, 2016 requesting approval of Change Order #2 for an increase in the amount of \$7,305.89 for this contract; and

WHEREAS, the Township Engineer has submitted a detailed report dated December 2, 2016 requesting approval of Change Order #3 for an decrease in the amount of \$8,927.75; and

WHEREAS, the funding is available for this purpose.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that Change Order #3 and amendment to the referenced contract is hereby approved.

BE IT FURTHER RESOLVED that the Township report dated December 2, 2016 is hereby incorporated by reference.

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 December 13, 2016

Maureen Doloughy, RMC
Township Clerk

T&M ASSOCIATES
CONSULTING & MUNICIPAL ENGINEERS
ELEVEN TINDALL ROAD
MIDDLETOWN, NEW JERSEY 07748

SHEET NO. 1 OF 2
PROJECT NO. HOLM1-06076

CHANGE ORDER NO. 3

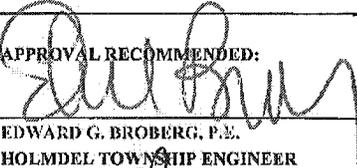
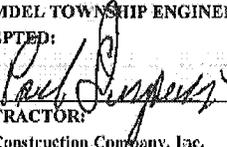
DATE: December 1, 2016
PROJECT: 2015 Road Improvement Program
OWNER: Township of Holmdel
CONTRACTOR: Jads Construction Company, Inc.

DESCRIPTION OF CHANGE:

REDUCTIONS:
Item B24, B25, and C6 were reduced to reflect as-built quantities for the project

EXTRA:

SUPPLEMENTARY:
Item S8, S9 AND S10 were introduced to reflect as-built quantities for milling and paving at the Township DPW

APPROVAL RECOMMENDED:

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

CONTRACTOR:
Jads Construction Company, Inc.

SEE ATTACHED DETAIL	ADDITIONAL	REDUCTION
A. TOTAL REDUCTIONS THIS C.O.	XXXXXXXXXXXX	\$62,715.00
B. TOTAL EXTRAS THIS C.O.	\$0.00	XXXXXXXXXXXX
C. TOTAL SUPPLEMENTARY THIS C.O.	\$53,787.25	XXXXXXXXXXXX
TOTALS THIS C.O.	\$53,787.25	\$62,715.00
NET CHANGE THIS CHANGE ORDER	\$0.00	\$8,927.75
PREVIOUS CHANGE ORDERS	\$7,402.50	\$96.61
TOTAL CHANGE ORDERS TO DATE	\$61,189.75	\$62,811.61
NET CHANGE IN CONTRACT	\$0.00	\$1,621.86

OWNER'S APPROVALS:

NOTE: All work to be done according to Contract Specifications.

ORIGINAL CONTRACT BID PRICE	\$2,145,329.25
CHANGE ORDERS TO DATE	-\$1,621.86
REVISED CONTRACT PRICE	\$2,143,707.39

PROJECT: 2015 Road Improvement Program

OWNER: Township of Holadel

CONTRACTOR: Jads Construction Company, Inc.

ITEM NO.	DESCRIPTION	QUANTITY	UNIT PRICE		AMOUNT
REDUCTION	B24	Asphalt Price Adjustment	2.23 ALL	\$8,000.00	\$17,840.00
	B25	Fuel Price Adjustment	1.70 ALL	\$2,000.00	\$3,400.00
	C6	HMA 19M64 Base Course, 4" Thick	525.00 TON	\$79.00	\$41,475.00

A. TOTAL REDUCTIONS \$62,715.00

EXTRA					
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B. TOTAL EXTRA \$0.00

SUPPLEMENTARY	S8	DPW-Pavement Improvements-Mobilization	1.00 LS	\$3,500.00	\$3,500.00
	S9	DPW- Pavement Improvements-Milling	1.00 LS	\$7,316.00	\$7,316.00
	S10	DPW- Pavement Improvements- Surface course	525.00 TON	\$81.85	\$42,971.25

C. TOTAL SUPPLEMENTARY \$53,787.25

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 13

Meeting Date: December 13, 2016
Subject: Fire Fighter Application
Submitted by: Barbara Kovelesky, QPA
Approved by: Donna M. Vieiro, Township Administrator

RECOMMENDATION

It is recommended by the Holmdel Township Police Department that the Committee approve the fire fighter application submitted by Sean Turner.

PREVIOUS ACTION

BACKGROUND

As part of the fire fighter application process, applicants must agree to a background check and physical examination.

FISCAL IMPACT

Attachments:

For Internal Use

Township Committee Action

Approve

Denied

Other

Comments: _____

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 15

Meeting Date: December 13, 2016

Subject: Road and Park Materials

Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

It is recommended that the Committee adopt the Resolution

PREVIOUS ACTION

BACKGROUND

The bids were received for the Road and Park Materials and the results will be forwarded to you.

FISCAL IMPACT

Attachments:

Resolution and report will be forwarded to you prior to the meeting

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 14

Meeting Date: December 13, 2016

Subject: Maintenance and Operation of Sanitary Sewerage System
Recommendation of Award

Submitted by: Edward G. Broberg, P.E., Township Engineer

Approved by:

RECOMMENDATION

I recommend the contract for Maintenance and Operation of the Sanitary Sewer System for the January 1, 2017 to December 31, 2017 be awarded to Maser Consulting, PA. in the amount of \$196,720.00, subject to the availability of funds, and review of the bid documents by the Township Attorney.

PREVIOUS ACTION

The Maintenance and Operation of Sanitary Sewerage System contract is part of the ongoing annual contract that

BACKGROUND

On Thursday, December 8, 2016, bids were received for the Maintenance and Operation of the Sanitary Sewer System for the period of January 1, 2017 to December 31, 2017, with options to renew for the periods of January 1, 2018 to December 31, 2018 and January 1, 2019 to December 31, 2019. Although several contractors picked up a bid package, only three (3) contractor submitted a bid. Attached is a copy of the bid summary.

The low bid of \$196,720.00 for the time period of January 1, 2017 to December 31, 2017 is be reasonable as it is \$29,800.00 or 10% less than the 2016 contract amount of \$219,680.00 and \$32,640.00 or 14% less than the 2017 option to renew amount of \$229,360.00.

FISCAL IMPACT

The fiscal impact of the annual maintenance contract is \$196,720.00 which is below the 2016 contract amount.

Attachments:

Recommendation of Award Letter dated December 8, 2016
Bid Summary

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For Internal Use

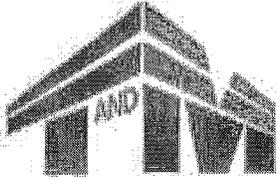
Township Committee Action

Approve Denied Other

Comments: _____

Date Delegated: _____

Signature: _____



YOUR GOALS, OUR MISSION.

HOLM-G1602

December 8, 2016

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

**Re: Maintenance and Operation of Sanitary Sewerage System
Recommendation of Award**

Dear Ms. Vieiro:

On Thursday, December 8, 2016 bids were received for the Maintenance and Operation of the Sanitary Sewer System for the period of January 1, 2017 to December 31, 2017, with options to renew for the periods of January 1, 2018 to December 31, 2018 and January 1, 2019 to December 31, 2019.

Three (3) contractor, submitted a bid at the time of the 10:00 A.M. bid opening. The following bids submitted with the results as follows and as shown on the attached bid summary sheets:

<u>Bidder</u>	<u>Maser Consulting, P.A.</u>	<u>Hughes Environmental Services, Inc.</u>	<u>Stantec Consulting Services Inc.</u>
Total Amount Bid January 1, 2017 to December 31, 2017	\$196,720.00	\$211,000.00	\$216,080.00
Total Amount Bid January 1, 2018 to December 31, 2018	\$203,320.00	\$216,640.00	\$219,020.00
Total Amount Bid January 1, 2019 to December 31, 2019	\$216,770.00	\$220,480.00	\$223,520.00

Since the closest low bid is less than the 2016 Bid of \$219,680.00 and the 2017 Option to renew price of \$229,360.00, I recommend the contract for Maintenance and Operation of the Sanitary Sewer System for the January 1, 2017 to December 31, 2017 be awarded to Maser Consulting PA in the amount of \$196,720.00, subject to the availability of funds, and review of the bid documents by the Township Attorney.



HOLM-G1602
December 8, 2016
Page 2

**Le: Ms. Donna Vieiro, Township Administrator
Township of Holmdel**

**Re: Maintenance and Operation of Sanitary Sewerage System
Recommendation of Award**

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

Very truly yours,

T&M ASSOCIATES


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

EGB:BLH:EST:dk
Enclosure (Bid Summary)

cc: Maureen Doloughy, Township Clerk
Robert Munoz, Township Attorney (w/bid summary and copy of bid)
Barbara Kovelesky, Purchasing Agent
Jeanette Larrison, CFO
Victor Stevens, Director of Infrastructure and Operations

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TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 15

Meeting Date: December 13, 2016

Subject: Road and Park Materials

Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

It is recommended that the Committee adopt the Resolution

PREVIOUS ACTION

BACKGROUND

The bids were received for the Road and Park Materials recommendation is for the Committee to award contracts to RWV Land & Livestock South, Inc., Atlantic Salt, Trap Rock Industries, Inc.; Stavola Constructions Materials, Inc.; Mazza & Sons; and Mazza Mulch in accordance with the bid documents

FISCAL IMPACT

Attachments:

Resolution and report will be forwarded to you prior to the meeting

	Dense Graded <u>Aggregate</u>	Soil <u>Aggregate</u>	Course <u>Aggregate</u>	Core <u>Stone</u>
RWV Land & Livestock		\$16.36/ton		
Stavola Construction Materials, Inc.	\$16.00/ton	\$16.00/ton	\$20.00/ton	\$25.00/ton
Trap Rock Industries, Inc.	\$16.50/ton		\$20.00/ton	\$27.00/ton

Proposal E - Unique Patch Material F.O.B., using Holmdel Township's trucks at bidder's plant and Unique Patch Material Bagged/Palleted furnished and delivered to Holmdel Township Public Works Garage.

	Unique Patch Material (FOB)	Bagged/palleted
Stavola Construction Materials, Inc.	\$145.00/ton	No bid
Adjusted Cost	\$150.00/ton	

(Adjusted cost per ton for pavement plus \$0.60 per mile (roundtrip) between Holmdel Township DPW and Bidder Plant)

Proposal F - Topsoil, Screened furnished and delivered to Holmdel Township's Public Works Garage.

Britton Industries	\$19.50/ton
Mazza & Sons	\$14.00/ton
RWV Land & Livestock	\$16.37/ton

Proposal G - Crushed Concrete, Recycled Concrete Aggregate furnished and delivered to Holmdel Township Public Works Garage.

Britton Industries	\$21.95/ton
Mazza & Sons	\$11.00/ton
Stavola Construction Materials, Inc.	\$15.00/ton
Trap Rock Industries, Inc.	\$15.50/ton

Proposal H - Double Shredded (dark) Root Mulch.

	Double Shredded Root Mulch <u>Delivered to DPW</u>	<u>Delivered to Parks</u>
Britton Industries	\$16.90	\$16.96
Mazza Mulch	\$16.50	\$16.50

Proposal I - Pea Gravel, Blue Stone and Stone Dust furnished and delivered to Holmdel Township's Parks Department Maintenance Buildings at Cross Farm Park.

	Pea Gravel	Blue Stone	Stone Dust
Stavola Construction Materials, Inc.	No bid	No bid	\$17.00/ton

Proposal J - Baseball Field Infield Mix furnished and delivered to Holmdel Township's Parks Department Maintenance Buildings at Cross Farm Park.

RWV Land & Livestock \$39.97/ton

Proposal K - Engineered Wood Fibar Playground Safety Surface furnished and delivered to Holmdel Township's Parks Department Maintenance Buildings at Cross Farm Park.

Britton Industries, Inc. \$18.95

Proposal L - Crack Seal Material furnished and delivered to Holmdel Township Public Works Garage.

No Bidders for this item

Proposal M - Hypochlorite Solution 15% Corrosive Materials furnished and delivered to Holmdel Township Swim Club.

Miracle Chemical \$2.23/gallon

WHEREAS, the Chief Financial Officer has certified to the Township Clerk that funds are available.

NOW, THEREFORE BE IT RESOLVED that the Township Committee of the Township of Holmdel hereby award contracts to RWV Land & Livestock South, Inc., Atlantic Salt, Trap Rock Industries, Inc.; Stavola Constructions Materials, Inc.; Mazza & Sons; and Mazza Mulch in accordance with the bid documents as outlined above.

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 October 20, 2015.

Maureen Doloughty, RMC
Township Clerk

**Bid Results for Road and Parks Maintenance Materials for the Year 2017
Township of Holmdel, Monmouth County, NJ**

Proposal A - Contract for providing Ice Control Abrasives, Concrete Sand furnished and delivered to Holmdel Township Public Works Department Garage for the Year 2017

<u>Bidder</u>	<u>Price/Unit</u>
Atlantic Salt, Inc.	
Barbato Nursery Corp.	
Britton Industries, Inc.	
Craftco, Inc.	
Eastern Minerals	
Gibraltar Rock	
Greenscape	
International Salt Company, LLC	
J. Manzo, Inc.	
Miracle Chemical	
Mulch Products	
RWV Land & Livestock South, Inc.	\$20.36 /ton
Sahara Sand	
Stavola Construction Materials, Inc.	
Thomas Farrell Landscape	
Trap Rock Industries, Inc.	
Turf & Organics	

Proposal B - Contract for providing Sodium Chloride furnished and delivered to Holmdel Township Public Works Department Garage for the Year 2017

<u>Bidder</u>	<u>Rock Salt, Sodium Chloride</u>	<u>Granular Sodium Chloride Treated with Liquid Magnesium Chloride</u>	<u>Total Bid Price Per Ton</u>
Atlantic Salt, Inc.	\$69.00	\$89.00	\$158.00
Morton Salt	\$71.90	\$89.90	\$161.80
Britton Industries, Inc.			
Craftco, Inc.			
Eastern Minerals			
Gibraltar Rock			
Greenscape			
International Salt Company, LLC			
J. Manzo, Inc.			
Miracle Chemical			
Mulch Products			
RWV Land & Livestock South, Inc.			
Sahara Sand			
Stavola Construction Materials, Inc.			
Thomas Farrell Landscape			
Trap Rock Industries, Inc.			
Turf & Organics			

**Bid Results for Road and Parks Maintenance Materials for the Year 2017
Township of Holmdel, Monmouth County, NJ**

Proposal C – Contract for providing Hot Mix Asphalt Surface Course, Stone Mix I-5, and Hot Mix Asphalt Base Course, Stone Mix I-2 for the Year 2017

<u>Bidder</u>	<u>Hot Mix Asphalt Surface Course</u>	<u>Hot Mix Asphalt Base Course</u>	<u>Mileage One Way</u>	<u>Hot Mix Asphalt Surface Course With Mileage Adjustment*</u>	<u>Hot Mix Asphalt Base Course With Mileage Adjustments*</u>
Atlantic Salt, Inc.					
Barbato Nursery Corp.					
Britton Industries, Inc.					
Craftco, Inc.					
Eastern Minerals					
Gibraltar Rock					
Greenscape					
International Salt Company, LLC					
J. Manzo, Inc.					
Miracle Chemical					
Mulch Products					
RWV Land & Livestock South, Inc.					
Sahara Sand					
Stavola Construction Materials, Inc.	\$75.00	\$75.00	\$5.88	\$80.88	\$80.88
Thomas Farrell Landscape					
Trap Rock Industries, Inc.	\$70.00	\$68.00	\$10.14	\$80.14	\$78.14
Turf & Organics					

* Adjusted cost includes cost per ton for pavement plus 60 cents per mile (roundtrip) between Holmdel Township Department of Public Works and the Bidder's plant.

Proposal D – Contract for providing Aggregates for the Year 2017 furnished and delivered to Holmdel Township Public Works Department garage

<u>Bidder</u>	<u>Dense Graded Aggregate</u>	<u>Soil Aggregate</u>	<u>Course Aggregate</u>	<u>Core Stone</u>	<u>Total Bid Price Per Ton</u>
Atlantic Salt, Inc.					
Barbato Nursery Corp.					
Britton Industries, Inc.					
Craftco, Inc.					
Eastern Minerals					
Gibraltar Rock					
Greenscape					
International Salt Company, LLC					
J. Manzo, Inc.					
Miracle Chemical					
Mulch Products					
RWV Land & Livestock South, Inc.	No Bid	\$16.36	No Bid	No Bid	\$16.36

**Bid Results for Road and Parks Maintenance Materials for the Year 2017
Township of Holmdel, Monmouth County, NJ**

Sahara Sand					
Stavola Construction Materials, Inc.	\$16.00	\$16.00	\$20.00	\$25.00	\$77.00
Thomas Farrell Landscape					
Trap Rock Industries, Inc.	\$16.50	No Bid	\$20.00	\$27.00	\$63.50
Turf & Organics					

Proposal E – Contract for providing Unique Patch Material for the Year 2017

<u>Bidder</u>	Unique Patch Material			Unique Patch Material with Mileage Adjustment*
	FOB (Tons)	Bagged/ Palleted	Mileage One Way	
Atlantic Salt, Inc.				
Barbato Nursery Corp.				
Britton Industries, Inc.				
Craftco, Inc.				
Eastern Minerals				
Gibraltar Rock				
Greenscape				
International Salt Company, LLC				
J. Manzo, Inc.				
Miracle Chemical				
Mulch Products				
RWV Land & Livestock South, Inc.				
Sahara Sand				
Stavola Construction Materials, Inc.	\$145.00		\$5.88	\$150.88
Thomas Farrell Landscape				
Trap Rock Industries, Inc.				
Turf & Organics				

* Adjusted cost includes cost per ton for pavement plus 60 cents per mile (roundtrip) between Holmdel Township Department of Public Works and the Bidder's plant.

**Bid Results for Road and Parks Maintenance Materials for the Year 2017
Township of Holmdel, Monmouth County, NJ**

Proposal F - Contract for providing topsoil furnished and delivered to Holmdel Township Public Works Department Garage for the Year 2017

<u>Bidder</u>	<u>Price/Unit</u>
Atlantic Salt, Inc.	
Barbato Nursery Corp.	
Britton Industries, Inc.	\$19.50/ton
Craftco, Inc.	
Eastern Minerals	
Gibraltar Rock	
Greenscape	
International Salt Company, LLC	
Mazza & Sons	\$14.00/ton
Miracle Chemical	
Mulch Products	
RWV Land & Livestock South, Inc.	\$16.37/ton
Sahara Sand	
Stavola Construction Materials, Inc.	
Thomas Farrell Landscape	
Trap Rock Industries, Inc.	
Turf & Organics	

Proposal G - Contract for providing crushed concrete furnished and delivered to Holmdel Township Public Works Department garage for the Year 2017

<u>Bidder</u>	<u>Price/Unit</u>
Atlantic Salt, Inc.	
Barbato Nursery Corp.	
Britton Industries, Inc.	\$21.95
Craftco, Inc.	
Eastern Minerals	
Gibraltar Rock	
Greenscape	
International Salt Company, LLC	
Mazza & Sons	\$11.00/ton
Miracle Chemical	
Mulch Products	
RWV Land & Livestock South, Inc.	
Sahara Sand	
Stavola Construction Materials, Inc.	\$15.00/ton
Thomas Farrell Landscape	
Trap Rock Industries, Inc.	\$15.50/ton
Turf & Organics	

**Bid Results for Road and Parks Maintenance Materials for the Year 2017
Township of Holmdel, Monmouth County, NJ**

Proposal H - Contract for providing double shredded (dark) root mulch for the Year 2017

<u>Bidder</u>	Double Shredded Root Mulch delivered to <u>Public Work Dept.</u>	Double Shredded Root Mulch delivered to <u>Parks Department</u>	Total Bid <u>Price Per</u> <u>C.Y.</u>
Atlantic Salt, Inc.			
Barbato Nursery Corp.			
Britton Industries, Inc.	\$16.95		\$16.95
Craftco, Inc.			
Eastern Minerals			
Gibraltar Rock			
Greenscape			
International Salt Company, LLC			
Mazza Mulch	\$16.50		\$16.50
Miracle Chemical			
Mulch Products			
RWV Land & Livestock South, Inc.			
Sahara Sand			
Stavola Construction Materials, Inc.			
Thomas Farrell Landscape			
Trap Rock Industries, Inc.			
Turf & Organics			

**Bid Results for Road and Parks Maintenance Materials for the Year 2017
Township of Holmdel, Monmouth County, NJ**

Proposal I - Contract for providing Decorative Aggregates for the Year 2017 furnished and delivered to Holmdel Township Parks Department Maintenance Buildings at Cross Farm Park

<u>Bidder</u>	<u>Pea Gravel</u>	<u>Blue Stone</u>	<u>Stone Dust</u>	<u>Total Bid Price Per Ton</u>
Atlantic Salt, Inc.				
Barbato Nursery Corp.				
Britton Industries, Inc.				
Craftco, Inc.				
Eastern Minerals				
Gibraltar Rock				
Greenscape				
International Salt Company, LLC				
J. Manzo, Inc.				
Miracle Chemical				
Mulch Products				
RWV Land & Livestock South, Inc.				
Sahara Sand				
Stavola Construction Materials, Inc.			17.00/ton	\$17.00/ton
Thomas Farrell Landscape				
Trap Rock Industries, Inc.				
Turf & Organics				

Proposal J - Contract for providing Baseball Infield Mix for the Year 2017 furnished and delivered to Holmdel Township Parks Department Maintenance Buildings at Cross Farm Park

<u>Bidder</u>	<u>Price/Unit</u>
Atlantic Salt, Inc.	
Barbato Nursery Corp.	
Britton Industries, Inc.	
Craftco, Inc.	
Eastern Minerals	
Gibraltar Rock	
Greenscape	
International Salt Company, LLC	
J. Manzo, Inc.	
Miracle Chemical	
Mulch Products	
RWV Land & Livestock South, Inc.	\$39.97/ton
Sahara Sand	
Stavola Construction Materials, Inc.	
Thomas Farrell Landscape	
Trap Rock Industries, Inc.	
Turf & Organics	

**Bid Results for Road and Parks Maintenance Materials for the Year 2017
Township of Holmdel, Monmouth County, NJ**

Proposal K - Contract for providing Engineered Wood Fibar Playground Safety Surface furnished and delivered to Holmdel Township Parks Department Maintenance Buildings at Cross Farm Park for the Year 2017

<u>Bidder</u>	<u>Price/Unit</u>
Atlantic Salt, Inc.	
Barbato Nursery Corp.	
Britton Industries, Inc.	\$18.95
Craftco, Inc.	
Eastern Minerals	
Gibraltar Rock	
Greenscape	
International Salt Company, LLC	
J. Manzo, Inc.	
Miracle Chemical	
Mulch Products	
RWV Land & Livestock South, Inc.	
Sahara Sand	
Stavola Construction Materials, Inc.	
Thomas Farrell Landscape	
Trap Rock Industries, Inc.	
Turf & Organics	

Proposal L - Contract for providing Crack Seal Material for the Year 2016 furnished and delivered to Holmdel Township Public Works Department garage for the Year 2017

<u>Bidder</u>	<u>Price/Unit</u>
Atlantic Salt, Inc.	
Barbato Nursery Corp.	
Britton Industries, Inc.	
Craftco, Inc.	
Eastern Minerals	
Gibraltar Rock	
Greenscape	
International Salt Company, LLC	
J. Manzo, Inc.	
Miracle Chemical	
Mulch Products	
RWV Land & Livestock South, Inc.	
Sahara Sand	
Stavola Construction Materials, Inc.	
Thomas Farrell Landscape	
Trap Rock Industries, Inc.	
Turf & Organics	

**Bid Results for Road and Parks Maintenance Materials for the Year 2017
Township of Holmdel, Monmouth County, NJ**

Proposal M - Contract for providing Hypochlorite Solution 15% Corrosive Materials furnished and delivered to Holmdel Township Swim Club for the Year 2017

<u>Bidder</u>	<u>Price/Unit</u>
Atlantic Salt, Inc.	
Barbato Nursery Corp.	
Britton Industries, Inc.	
Craftco, Inc.	
Eastern Minerals	
Gibraltar Rock	
Greenscape	
International Salt Company, LLC	
J. Manzo, Inc.	
Miracle Chemical	2.23/gallon
Mulch Products	
RWV Land & Livestock South, Inc.	
Sahara Sand	
Stavola Construction Materials, Inc.	
Thomas Farrell Landscape	
Trap Rock Industries, Inc.	
Turf & Organics	

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Spec/road materials bid results 2017

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 16

Meeting Date: December 13, 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

Gina Infantis ~ Refund soccer squirts	\$74.40
Linda Molnar ~ Refund Harvest Festival vendor fee	\$50.00
Jen Armstrong ~ Refund security and alcohol deposit Bayonet Farm	\$1,500.00
Melissa Shumate ~ Refund security deposit Bayonet Farm	\$1,000.00
Eva Phillips ~ Refund security deposit SCC	\$250.00

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:

Gina Infantis ~ Refund soccer squirts	\$74.40
Linda Molnar ~ Refund Harvest Festival vendor fee	\$50.00
Jen Armstrong ~ Refund security and alcohol deposit Bayonet Farm	\$1,500.00
Melissa Shumate ~ Refund security deposit Bayonet Farm	\$1,000.00
Eva Phillips ~ Refund security deposit SCC	\$250.00

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 December 13, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 17

Meeting Date: December 13, 2016

Subject: Funds Transfer

Submitted by: Jeanette M Larrison, CFO/CTC

Approved by:

RECOMMENDATION

Resolve to approve the Transfer of Funds as listed.

PREVIOUS ACTION

Transferring funds is a necessary action taken each year by the Chief Financial Officer. The sole purpose is to transfer unexpended funds from within the budget to departments whose accounts have encountered over expenditures.

BACKGROUND

NJSA 40A:4-58 provides the ability to transfer certain funds within the Budget during the last two months of the fiscal year and the subsequent three months of the following fiscal year to cover expenditures in any departments whose budget was insufficient.

FISCAL IMPACT

Failure to allow the transfer will result in reported over expenditures which will be required to be raised in the 2017 budget.

Attachments:

Resolution

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

**RESOLUTION PROVIDING FOR THE TRANSFER OF FUNDING BETWEEN 2016
CURRENT APPROPRIATIONS PURSUANT TO NJSA 40A:4-58**

WHEREAS, New Jersey Statutes 40A:4-58 provides for transfers during the last two months of the fiscal year; and

WHEREAS, it has been determined that certain existing 2016 appropriations are not sufficient to meet the needs for the various departments.

NOW THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that there be transferred from the following 2016 current appropriations the sums as set forth after each appropriation respectively:

CURRENT FUND

<u>SALARIES AND WAGES</u>	<u>FROM</u>	<u>TO</u>
FINANCE	15,000	
ROADS	35,000	
CLERK	40,000	
INSURANCE		141,000
POLICE	148,000	
FIRE HYDRANTS		2,500
GAS/OIL	31,000	
CONTRUCTION		<u>3,500</u>
TOTAL SALARY AND WAGES	<u>269,000</u>	<u>147,000</u>

<u>OTHER EXPENSES</u>	<u>FROM</u>	<u>TO</u>
LEGAL		50,000
CONSTRUCTION	4,100	
POLICE		40,000
PERS		500
PFRS		10,600
TELEPHONE		<u>25,000</u>
TOTAL OTHER EXPENSES	<u>4,100</u>	<u>126,100</u>

TOTAL TRANSFER	<u>273,100</u>	<u>273,100</u>
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SEWER FUND

<u>SALARIES AND WAGES</u>	<u>FROM</u>	<u>TO</u>
---------------------------	-------------	-----------

50,000

TOTAL SALARY AND WAGES	<u>50,000</u>	<u>0</u>
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<u>OTHER EXPENSES</u>	<u>FROM</u>	<u>TO</u>
-----------------------	-------------	-----------

0

50,000

TOTAL OTHER EXPENSES	<u>0</u>	<u>50,000</u>
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TOTAL TRANSFER	<u>50,000</u>	<u>50,000</u>
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TOWNSHIP COMMITTEE AGENDA ITEM # 18

Meeting Date: December 13, 2016

Subject: Chapter 159; Special Items of Revenue-Grants

Submitted by: Michelle Heaton

Approved by: Jeanette M Larrison, CFO/CTC

RECOMMENDATION

Approve the below listed Chapter 159 budget insertions:

Bayshore DWI Saturation Patrol 2016	\$ 15,000.00
Holmdel Pedestrian Safety Grant 2016	\$ 16,000.00
Body Armor 2016	\$ 3,868.34
Drive Sober Get Pulled Over 2016	\$ 5,000.00

PREVIOUS ACTION

BACKGROUND

FISCAL IMPACT

This grant offsets costs for the program as listed above

Attachments:

Resolution

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

**RESOLUTION OF THE TOWNSHIP OF HOLMDEL, COUNTY OF MONMOUTH,
STATE OF NEW JERSEY, REQUESTING APPROVAL OF ITEMS OF REVENUE AND
ITEMS OF REVENUE AND APPROPRIATION NJSA 40A:4-87**

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Committee of the Township of Holmdel in the County of Monmouth, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2016 in the sum of \$15,000.00 which is now available from National Priority Safety Programs-CFDA 20.616 in the amount of \$15,000.00.

BE IT FURTHER RESOLVED, that the like sum of \$15,000.00 is hereby appropriated under the caption 2016 Bayshore DWI Saturation Patrol; and

BE IT FURTHER RESOLVED that the above is the result of funds from 2016 Bayshore DWI Saturation Patrol in the amount of \$15,000.00

**RESOLUTION OF THE TOWNSHIP OF HOLMDEL, COUNTY OF MONMOUTH,
STATE OF NEW JERSEY, REQUESTING APPROVAL OF ITEMS OF REVENUE AND
ITEMS OF REVENUE AND APPROPRIATION NJSA 40A:4-87**

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Committee of the Township of Holmdel in the County of Monmouth, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2016 in the sum of \$16,000.00, which is now available from National Priority Safety Programs-CFDA 20.616 in the amount of \$16,000.00.

BE IT FURTHER RESOLVED, that the like sum of \$16,000.00 is hereby appropriated under the caption 2016 Holmdel Pedestrian Safety Grant; and

BE IT FURTHER RESOLVED that the above is the result of funds from 2016 Holmdel Pedestrian Safety Grant in the amount of \$16,000.00

**RESOLUTION OF THE TOWNSHIP OF HOLMDEL, COUNTY OF MONMOUTH,
STATE OF NEW JERSEY, REQUESTING APPROVAL OF ITEMS OF REVENUE AND
ITEMS OF REVENUE AND APPROPRIATION NJSA 40A:4-87**

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Committee of the Township of Holmdel in the County of Monmouth, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2016 in the sum of \$3,868.34, which is now available from Division of Criminal Justice in the amount of \$3,868.34.

BE IT FURTHER RESOLVED, that the like sum of \$3,868.34 is hereby appropriated under the caption Body Armor Grant 2016; and

BE IT FURTHER RESOLVED that the above is the result of funds from Body Armor Grant 2016 in the amount of \$3,868.34.

**RESOLUTION OF THE TOWNSHIP OF HOLMDEL, COUNTY OF MONMOUTH,
STATE OF NEW JERSEY, REQUESTING APPROVAL OF ITEMS OF REVENUE AND
ITEMS OF REVENUE AND APPROPRIATION NJSA 40A:4-87**

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Committee of the Township of Holmdel in the County of Monmouth, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2016 in the sum of \$5,000.00, which is now available from National Priority Safety Programs in the amount of \$5,000.00.

BE IT FURTHER RESOLVED, that the like sum of \$5,000.00 is hereby appropriated under the caption 2016 Drive Sober or Get Pulled Over; and

BE IT FURTHER RESOLVED that the above is the result of funds from 2016 Drive Sober or Get Pulled Over in the amount of \$5,000.00

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 19

Meeting Date: December 7, 2016
Subject: 2016 Drive Sober or Get Pulled Over Year Campaign
Submitted by: Valerie Zudonyi, Traffic Safety Secretary
Approved by:

RECOMMENDATION

It is recommended the Township Committee adopt the attached Resolution.

PREVIOUS ACTION

BACKGROUND

The State of New Jersey, Division of Highway Traffic Safety, has asked law enforcement agencies throughout the state to participate in the Drive Sober or Get Pulled Over 2016 Year End Holiday Crackdown from December 9, 2016 through January 1, 2017.

FISCAL IMPACT

Attachments:

Resolution

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

Proclamation/Resolution Supporting the
Drive Sober or Get Pulled Over
2016 Year End Holiday
Crackdown

Whereas, impaired drivers on our nation's roads kill more than 10,000 people each year and cost our society more than \$37 billion annually; and

Whereas, 29% of motor vehicle fatalities in New Jersey in 2014 were alcohol-related; and

Whereas, an enforcement crackdown is planned to combat impaired driving; and

Whereas, the season at the end of the year is traditionally a time of social gatherings which often include alcohol; and

Whereas, the State of New Jersey, Division of Highway Traffic Safety, has asked law enforcement agencies throughout the state to participate in the *Drive Sober or Get Pulled Over Year End Holiday Crackdown*; and

Whereas, the project will involve increased impaired driving enforcement from December 9, 2016 through January 1, 2017; and

Whereas, an increase in impaired driving enforcement and a reduction in impaired driving will save lives on our roadways;

Therefore, be it resolved that Mayor and Township Committee declares it's support for the *Drive Sober or Get Pulled Over 2016 Year End Holiday Crackdown* from December 9, 2016 through January 1, 2017 and pledges to increase awareness of the dangers of drinking and driving.

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TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 20

Meeting Date: December 13, 2016
Subject: Award of Contract – Automatic Temperature Control
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 maintenance of the pneumatic control system in the municipal building in the amount of \$7,560. for the quarterly inspections.

PREVIOUS ACTION

BACKGROUND

The contract amount covers the quarterly inspections of the pneumatic control system and also includes an additional eight (8) hours of emergency services. If emergency services are required beyond this allowance, they shall be billed as follows:

Hourly rates for emergency services:

Modem, Automation & DDC Control Service:	\$150.00
Electrical Control Services:	\$140.00
Pneumatic Control Services:	\$140.00
Parts & materials (discount off list)	50%

FISCAL IMPACT

The proposal reflects a 2% increase from last year's contract

Attachments:

Resolution

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

Date Delegated: _____		
Signature: _____		

RESOLUTION AWARDING CONTRACT

WHEREAS, there is a need for a maintenance and service agreement for the pneumatic controls, automation controls and the electric/electronic controls for town hall; and

WHEREAS, ATC Services has been servicing town hall in this capacity since 2011; and

NOW, THEREFORE BE IT RESOLVED that the Township Committee of the Township of Holmdel hereby awards a contract to ATC Services, Inc. in the amount of \$7,430 for quarterly inspections for the year 2016; and

WHEREAS, if emergency services are required beyond this allowance, they shall be billed as follows:

Hourly rates for emergency services:

Modem, Automation & DDC Control Service:	\$150.00
Electrical Control Services:	\$140.00
Pneumatic Control Services:	\$140.00
Parts & materials (discount off list)	50%

WHEREAS, the Chief Financial Officer has certified to the Township Clerk that funds are available.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to ATC Services, the Township Chief Financial Officer, Township Administrator and Township Qualified Purchasing Agent.

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 December 13, 2016.

Maureen Doloughty, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 21

Meeting Date: December 13, 2016

Subject: Ordinance 2016-14

Submitted by: Maureen Doloughty

Approved by:

RECOMMENDATION

It is recommended that the Committee Adopt the Ordinance after the Public Hearing

PREVIOUS ACTION

The Committee approved the Redeveloper Agreement wherein Somerset would provide a portion of the Building for use by the Township as a Public Library.

BACKGROUND

Ordinance 2016-14 authorizes the Mayor or Deputy Mayor and Township Clerk to execute the Library Lease for a thirty year term, rent free for the Library.

FISCAL IMPACT

None

Attachments:

Ordinance 2016-14

TOWNSHIP OF HOLMDEL

AN ORDINANCE AUTHORIZING EXECUTION OF LIBRARY LEASE.
2016-14

WHEREAS, Somerset Holmdel Development I Urban Renewal, L.P., a New Jersey limited partnership ("Somerset"), is the owner of the property located at 101 Crawfords Corner Road in the Township of Holmdel, County of Monmouth and State of New Jersey (the "Property"), together with the mixed use building located thereon, formerly known as Bell Laboratories (the "Building"); and

WHEREAS, the Township, by resolution dated May 5, 2011, designated the Property as an "area in need of rehabilitation" and subsequently, by resolution dated May 3, 2012, as an "area in need of redevelopment" under the terms of the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1, et seq. ("Redevelopment Law"); and

WHEREAS, the Township, as Redevelopment Entity, and Somerset, as Redeveloper, entered into a Redevelopment Agreement, dated June 10, 2014, which provides for the redevelopment of the Property as set forth in the Redevelopment Agreement; and

WHEREAS, as set forth in the Redevelopment Agreement, Somerset will provide a portion of the Building consisting of approximately 17,759 square feet, for use by the Township as a public library (the "Library"); and

WHEREAS, the Redevelopment Agreement provides that the Township will occupy the Library rent free; and

WHEREAS, pursuant to the Local Lands and Buildings Law, N.J.S.A. 40A:12-1 et. seq., it is necessary that the Township adopt an ordinance authorizing the execution of a lease; and

WHEREAS, a copy of the proposed lease is available for inspection in the office of the Township Clerk during regular business hours.

NOW, THEREFORE BE IT RESOLVED that the Mayor or Deputy Mayor and the Township Clerk are authorized to execute the Library Lease for a thirty (30) year term, rent free, for the Library.

BE IT FURTHER RESOLVED that this ordinance shall be effective 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 November 22, 2016 and will be considered for final passage and adoption at a meeting of said Township Committee to be held on December 13, 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
(\$78.00)

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 22

Meeting Date: December 13, 2017

Subject: Referendum for Bond Ordinance 2016-13

Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

It is recommended the Committee adopt the Resolution

PREVIOUS ACTION

BACKGROUND

A Petition was filed requiring a Referendum for Bond Ordinance 2016-13. A ratification of the Ordinance will be scheduled for the next General Election

FISCAL IMPACT

None

Attachments:

Resolution

RESOLUTION INCLUDING REFERENDUM FOR BOND ORDINANCE 2016-13 ON
BALLOT OF GENERAL ELECTION, NOVEMBER 7, 2017

WHEREAS, on September 6, 2016, the Township Committee of Holmdel Township adopted Ordinance 2016-13 ("Ordinance") authorizing the issuance of bonds for the installation and construction of synthetic turf athletic fields and other improvements and amenities at Cross Farm Park.

WHEREAS, an Amended Petition was filed with the Office of the Township Clerk on September 29, 2016 challenging the Ordinance pursuant to N.J.S.A. 40:49-27.

WHEREAS, the Municipal Clerk has determined that the Amended Petition was signed by the requisite number of qualified voters pursuant to N.J.S.A. 40:49-27b.

WHEREAS, N.J.S.A. 40:49-27 and N.J.S.A. 40:49-10, in turn, require a proposition for the ratification of the Ordinance to be held at the next general election or a special election.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holmdel that the proposition for the ratification of Ordinance 2016-13 shall be included in the next General Election on November 7, 2017.

BE IT FURTHER RESOLVED that, pursuant to N.J.S.A. 40:49-10, the ballot shall include the proposition in the following form:

To vote upon the public question printed below if in favor thereof mark a cross (X) or plus (+) in the square at the left of the word YES, and if opposed thereto mark a cross (X) or plus (+) in the square at the left of the word NO.

Shall Ordinance 2016-13 of the Township Committee of the Township of Holmdel entitled, "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," adopted on September 6, 2016, be ratified?

YES

NO

BE IT FURTHER RESOLVED that notice of the inclusion of this proposition in the General Election shall be published at least ten (10) days before the date of the Election.

BE IT FURTHER RESOLVED that a copy of this Resolution, certified by the Township Clerk to be a true copy, be forwarded to the Clerk of the County of Monmouth.

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 23

Meeting Date: December 13, 2016

Subject: New Jersey Department of Transportation State Aid Application for Crawfords Corner Road

Submitted by: Edward G. Broberg, P.E., Township Engineer

Approved by:

RECOMMENDATION

I am requesting authorization to prepare a State Aid Application for Road Improvement Funds for Crawfords Corner Road in the amount of \$400,000.

PREVIOUS ACTION

In previous action, the Department of Transportation (NJDOT) in correspondence dated November 17, 2016 solicited an application for road improvements. In prior years, we have applied for and received 3 State Aid Grants for Crawfords Corner Road and I am hopeful that the NJDOT will continue funding that program.

BACKGROUND

The State Aid Program for roads is announced annually and is based primarily on collector roads that serve a substantial public purpose (i.e. through traffic, schools, emergency services, public facilities, etc.).

FISCAL IMPACT

The cost of preparing the application should be less than \$1,500.00.

Attachments:

Letter - 2017 State Aid Program dated 11/30/16
State of NJ Department of Transportation dated 11/17/16

Maureen Doloughty, Clerk
Ms. Barbara Kovelesky, Deputy Clerk/Purchasing Assistant
Jeanette Larrison, Chief Financial Officer
Donna Vieiro, Administrator

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Report_12_13-16

For Internal Use

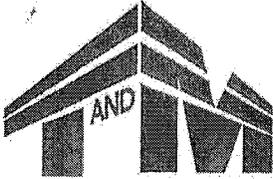
Township Committee Action

Approve Denied Other

Comments: _____

Date Delegated: _____

Signature: _____



YOUR GOALS. OUR MISSION.

HOLM-G1601

November 30, 2016

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

Re: 2017 State Aid Program - Recommendation

Dear Ms. Viero:

In correspondence dated November 17, 2016, the Commissioner of the New Jersey Department of Transportation announced that applications will be received for State Aid Funding for 2017. The State Aid Program has four categories as follows:

- Municipal Aid
- Transit village
- Bikeways
- Safe Streets to Transit

I am very familiar with each of these programs and it is my opinion that Holmdel should apply for road improvement funding under the first category outlined above. The other programs are either intended for large communities and/or regions or are very expensive to administer, frankly, not the type of program that is intended for a suburban community like Holmdel. Prior to submitting this report, I reviewed the matter with Victor Stevens and we agreed that Holmdel should continue to apply for State Aid for Crawford's Corner Road. We have received 3 grants for this project in the past and I am hopeful that we will be successful in 2017. The recently passed fuel tax should result in additional funding being available for this program. Therefore, I am recommending a somewhat larger application than we made in the past. Typically, we have received in the range of \$180,000-\$200,000 under this program.

Based on the above and with the support of Victor Stevens, I am recommending that we submit an application for the improvement of Crawford's Corner Road from Roberts Road to Cat Bird Alley, a distance of 3,800 feet. The construction cost is estimated at \$650,000 and I am requesting the Governing Body's authorization to prepare an application requesting \$400,000. That application is due in February and must be accompanied by a resolution with all of the required information.

Therefore, I would like to schedule a brief discussion of this matter at the December 13 Township Committee meeting where I will be requesting approval to prepare the application. By copy of this letter, I am requesting Ms. Doloughy place this item on the December 13, 2016 Agenda, subject to your approval.



HOLM-G1601
November 30, 2016
Page 2

**Le: Donna Vieiro, Township Administrator
Township of Holmdel**

Re: 2017 State Aid Program - Recommendation

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

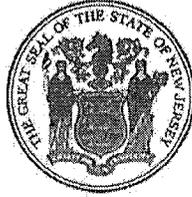
Very truly yours,


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

EGB:dk

cc: Maureen Doloughty, Clerk
Victor Stevens, Director of Infrastructure
Jeanette Larrison, Chief Financial Officer

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State of New Jersey

DEPARTMENT OF TRANSPORTATION
P.O. Box 600
Trenton, New Jersey 08625-0600



CHRIS CHRISTIE
Governor

RICHARD T. HAMMER
Commissioner

KIM GUADAGNO
Lt. Governor

November 17, 2016

Dear Mayor/Freeholder Director/County Executive:

On behalf of Governor Chris Christie I am pleased to announce that applications will now be accepted for the New Jersey Department of Transportation's (NJDOT) FY 2017 State Aid programs. As Commissioner of Transportation we are committed to maintaining and improving New Jersey's local transportation infrastructure by providing financial assistance to counties and municipalities for traditional and non-traditional transportation initiatives.

The following is a brief description of each program:

- **Municipal Aid** - This program has been a significant resource for municipalities in funding local transportation projects. All municipalities are eligible. The Department continues to encourage municipalities to consider using the Municipal Aid Program to fund projects that support walking and biking in their communities. NJDOT has set a goal to award up to 10% of the Municipal Aid Program funds to projects such as pedestrian safety improvements, bikeways and streetscapes.
- **Transit Village** - This program will award grants for traditional and non-traditional transportation projects that enhance walking, biking and/or transit ridership within 1/2 mile of the transit facility. Only New Jersey municipalities that have been designated as Transit Villages by the Commissioner of Transportation and the inter-agency Transit Village Task Force are eligible to apply. The eligible town list can be found at <http://www.state.nj.us/transportation/business/localaid/transitvillagef.shtm>
- **Bikeways** - This program is intended to fund bicycle projects which create new Bike Path Mileage. It is available to all counties and municipalities. The Department continues to work toward the goal of achieving 1,000 miles of dedicated bikeways in New Jersey. Special consideration will be given to bikeways that are physically separated from motorized vehicular traffic by an open space or barrier, but on-road bike lanes and other bike routes and facilities are also eligible for funding.
- **Safe Streets to Transit** - The intent of this program is to encourage counties and municipalities to construct safe and accessible pedestrian linkages to transit facilities, in order to promote increased usage of transit by all segments of the population.

NOV 28 2016

All projects funded through the Transportation Trust Fund must comply with the Americans with Disabilities Act (ADA). ADA guidance, program descriptions and application guidance materials can be found on the NJDOT website at:

<http://www.state.nj.us/transportation/business/localaid/stateaid.shtm>

If you choose to apply, please consider the following in your applications. NJDOT requires grant projects to be awarded to construction within 24 months from the date of grant notification.

I encourage you to submit applications for these Local Aid programs. Each program application will be evaluated independently, affording counties and municipalities the opportunity to receive funding in more than one category.

The enclosed map provides contact information for each Local Aid District Office. Please keep in mind that a separate application for each project must be completed and submitted on or before February 3, 2017 on-line through SAGE at:

<https://njsage.intelligrants.com/Login.aspx?APPTHEME=NJSAGE>

We recommend that you consult with your Local Aid District Office to assist in preparing applications for funding. Thank you for your continued interest and support of NJDOT, and best wishes for success with your project applications.

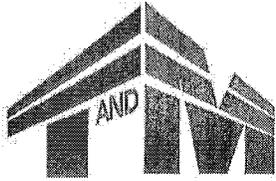
Sincerely,



Richard T. Hammer
Commissioner

Enclosure

c Municipal Clerk
Municipal Engineer
County Engineer



YOUR GOALS. OUR MISSION.

HOLM-G1601

November 30, 2016

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

Re: 2017 State Aid Program - Recommendation

Dear Ms. Vieiro:

In correspondence dated November 17, 2016, the Commissioner of the New Jersey Department of Transportation announced that applications will be received for State Aid Funding for 2017. The State Aid Program has four categories as follows:

- Municipal Aid
- Transit village
- Bikeways
- Safe Streets to Transit

I am very familiar with each of these programs and it is my opinion that Holmdel should apply for road improvement funding under the first category outlined above. The other programs are either intended for large communities and/or regions or are very expensive to administer, frankly, not the type of program that is intended for a suburban community like Holmdel. Prior to submitting this report, I reviewed the matter with Victor Stevens and we agreed that Holmdel should continue to apply for State Aid for Crawfords Corner Road. We have received 3 grants for this project in the past and I am hopeful that we will be successful in 2017. The recently passed fuel tax should result in additional funding being available for this program. Therefore, I am recommending a somewhat larger application than we made in the past. Typically, we have received in the range of \$180,000-\$200,000 under this program.

Based on the above and with the support of Victor Stevens, I am recommending that we submit an application for the improvement of Crawfords Corner Road from Roberts Road to Cat Bird Alley, a distance of 3,800 feet. The construction cost is estimated at \$650,000 and I am requesting the Governing Body's authorization to prepare an application requesting \$400,000. That application is due in February and must be accompanied by a resolution with all of the required information.

Therefore, I would like to schedule a brief discussion of this matter at the December 13 Township Committee meeting where I will be requesting approval to prepare the application. By copy of this letter, I am requesting Ms. Doloughy place this item on the December 13, 2016 Agenda, subject to your approval.



HOLM-G1601
November 30, 2016
Page 2

**Le: Donna Vieiro, Township Administrator
Township of Holmdel**

Re: 2017 State Aid Program - Recommendation

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

Very truly yours,


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

EGB:dk

cc: Maureen Doloughy, Clerk
Victor Stevens, Director of Infrastructure
Jeanette Larrison, Chief Financial Officer

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TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 24

Meeting Date: December 13, 2016

Subject: Hop Brook Subdivision Performance Bond Release

Submitted by: Edward G. Broberg, P.E., Township Engineer EGB/BLW

Approved by:

RECOMMENDATION

I am recommending that the Performance Guarantee and related inspection fee for the Hop Brook Subdivision be released subject to final accounting of the inspection fee account. Given the age of the subdivision I am recommending that the Governing Body consider waving the 2 year Maintenance Bond.

PREVIOUS ACTION

In previous action, the Governing Body initiated a bond default hearing that ultimately resulted in an agreement with the developer to complete all work outlined in an engineer's reported dated October 29, 2015 by December 30, 2016.

BACKGROUND

The subdivision was started in 2005 and is approximately 70% occupied.

FISCAL IMPACT

There are no fiscal impacts to the Township with the only outstanding financial issues relating to release of the bond and cash deposits outlined above.

Attachments:

Letter - December 5, 2016

Maureen Doloughty, Clerk
Wendy Patrovich, Deputy Clerk
Jeanette Larrison, Chief Financial Officer
Donna Vieiro, Administrator

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

Date Delegated: _____		
Signature: _____		



YOUR GOALS. OUR MISSION.

December 5, 2016

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

Re: Hop Brook Subdivision – Performance Bond Release

Dear Ms. Vieiro:

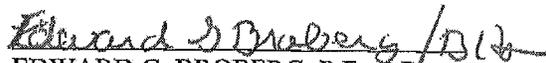
I am writing to advise you that all of the work that is required by the Township Agreement with the developer for the Hop Brook Subdivision is completed. The work required was specified in a letter dated October 29, 2015 that was made part of the aforementioned Agreement. The developer has completed the required work including the landscaping and has met the requirements of the Agreement with the Township. Therefore, I am recommending that the Performance Bond No. SUR0271 issued by Lincoln General Insurance Company in the reduced amount of \$541,433.70 and the performance cash bond in the reduced amount of \$60,159.30 be released by formal resolution subject to the payment of any outstanding inspection fees. I further recommend that a Maintenance Bond for the subdivision is not required due to the age of the project (approximately 11 years). The inspection escrow should only be released after the CFO has received the last engineering inspection fee voucher that will be submitted in the end of December. It is important that the cash not be released until outstanding inspection fees are paid.

This agreement includes a provision that the bond will be released within 30 days of the completion of the work. In order to meet that provision of the Agreement, the bond should be released at the December 13, 2016 Township Committee Meeting.

You should also be aware that I reviewed this matter with Mr. Stevens concerning the location and maintenance requirements for the detention basin and landscaping.

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

Very truly yours,


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

EGB:dk

c: Maureen Doloughty, Township Clerk
Wendy Patrovich, Deputy Clerk
Victor Stevens, Director of Infrastructure
Robert Munoz, Esq.
Jeanette Larrison, Chief Financial Officer

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