

Signed Resolutions - April 20, 2020

Res. #2020-133 Payment of Vouchers \$ 776,258.45

Res. #2020-134 A Resolution Amending the Personnel Policies and Procedures Manual of Lower Township (adding Sick Time to the donated leave)

Res. #2020-135 A Resolution Authorizing the Tax Collector to Process Third Quarter "Estimated" Tax Bills, Due August 1, 2020

Res. #2020-136 Authorization for Extension of Late Fee for Dog Licenses for the Year 2020

Res. #2020-137 Approval of Change Order #3 for the Construction Phase of the Roseann Avenue Roadway and Utility Improvements Project – Phase III to Mott MacDonald (\$18,000)

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01690 GRANTURK EQUIPMENT CO*	20-00886	04/07/20	LIFT CYL ASSY	Open	2,211.04	0.00		
01873 HOME DEPOT*	20-00344	01/31/20	SUPPLIES/MATERIALS/FEB.	Open	123.55	0.00		
01898 HERITAGE BUSINESS SYSTEMS, INC*	20-00942	04/16/20	COPIER BOCA ID 40744	Open	62.16	0.00		
02027 JESCO INC*	20-00482	02/19/20	RENTAL OF SMALL EXCAVATOR	Open	3,898.50	0.00		
02108 KEEN COMPRESSED GAS CO*	20-00341	01/31/20	BOTTLED GAS/FEB	Open	101.12	0.00		
02223 LANDSMAN UNIFORMS*	19-03514	12/26/19	UNIFORMS	Open	1,449.25	0.00		
02292 DONALD LOMBARDO	20-00897	04/08/20	CONTRACTUAL REIMBURSEMNT M	Open	1,344.54	0.00		
02411 MENEAR'S TREE SERVICE*	20-00884	04/07/20	REMOVAL OF TREE BRANCHES	Open	1,300.00	0.00		
02541 ROBERT D. MARTIN, JR	20-00934	04/15/20	CONTRACTUAL REIMBURSEMNT M	Open	83.02	0.00		
03008 NJ DEPT OF TREASURY/FEES	20-00748	03/17/20	CLASS B MONITORING FEE	Open	2,282.50	0.00		
03104 NORTHEAST IND.&MARINE SUPPLY*	20-00810	03/27/20	PARTS/RDS/SANT/RECY/APRIL	Open	725.88	0.00		
03280 PARAMOUNT SANITARY SUPPLY*	20-00685	03/10/20	EMERGENCY SUPPLIES	Open	238.25	0.00		
03387 POGUE INC. *	20-00750	03/17/20	SAFETY AND HEALTH CONSORTIUM	Open	320.00	0.00		
03518 RIGGINS, INC.*	20-00885	04/07/20	OFF HIGHWAY DIESEL	Open	305.34	0.00		
03544 PORTER LEE CORP*	20-00797	03/27/20	B.E.A.S.T. SUPPLIES	Open	132.15	0.00		
03611 SERVICE TIRE TRUCK CENTERS*	20-00749	03/17/20	TIRES/RDS/SANT/RECY/DPW	Open	3,921.48	0.00		
	20-00830	03/27/20	TIRES/RDS/SANT/RECY/DPW/MARCH	Open	<u>3,435.43</u>	0.00		
					7,356.91			
03857 TRI-COUNTY BUILDING SUPPLIES*	20-00481	02/18/20	LUMBER /BEACH ACCESS /STEPS	Open	3,646.56	0.00		B

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03863	TREASURER, STATE OF NEW JERSEY							
	20-00902	04/08/20	STATE SURCHARGE JAN THRU MAR	Open	7,010.00	0.00		
03917	STATE OF NJ DEPT OF CHILD/FAML							
	20-00933	04/15/20	QTRLY MARRIAGE LICENSE FEE	Open	500.00	0.00		
03971	VERIZON WIRELESS MDT POLICE							
	20-00891	04/07/20	VERIZON MDT'S	Open	844.72	0.00		
03985	VILLAS NAPA AUTO PARTS							
	20-00340	01/31/20	RDS/SANT/RECY/FEB	Open	2,498.73	0.00		
03992	VAL-U AUTO PARTS LLC*							
	20-00338	01/31/20	RDS/SANT/RECY/DPW/FEB	Open	2,575.60	0.00		
04075	BARBER CONSULTING SERVICES LLC							
	20-00950	04/16/20	INVOICE #1744	Open	2,100.00	0.00		
04097	CINTAS FIRST AID AND SAFETY*							
	20-00890	04/07/20	MEDICAL CABINET REFILL	Open	74.83	0.00		
04204	ZACHARY ZELWAK							
	20-00205	01/16/20	CONTRACTUAL REIMBURSEMENT M	Open	426.00	0.00		B
04301	SEASHORE ASPHALT CORPORATION*							
	20-00693	03/10/20	HP PATCH	Open	781.25	0.00		
7092	TREASURER, STATE OF NEW JERSEY							
	20-00932	04/15/20	LIFE HAZARED BFCE RENEWAL -	Open	1,605.00	0.00		
7199	STAPLES CREDIT PLAN-INSTORE PU							
	20-00472	02/18/20	2020 BUSINESS ACCOUNT	Open	49.00	0.00		
	20-00577	03/02/20	OFFICE SUPPLIES - CLERK/MAYOR	Open	83.47	0.00		
	20-00578	03/03/20	OFFICE SUPPLIES	Open	244.90	0.00		
	20-00722	03/13/20	OFFICE SUPPLIES	Open	115.00	0.00		
					492.37			
7441	ARCHER & GREINER*							
	20-00931	04/15/20	BOND ORD #19-14	Open	873.30	0.00		
7475	SUZANNE M SCHEID							
	20-00948	04/16/20	CONTRACTUAL REIMBURSEMENT M	Open	36.18	0.00		
7478	WINDSTREAM COMMUNICATION INC*							
	20-00945	04/16/20	MARCH 29TH INV PHONE SERVICE	Open	1,119.15	0.00		
7508	BLANEY & KARAVAN PC*							
	20-00155	01/10/20	RES# 2020-02 LABOR DNE \$40k	Open	3,248.00	0.00		B
7523	NJ-IAAO							
	20-00689	03/10/20	ASSESSMENT COURSE 101-MARISSA	Open	700.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7532 HEATHER MCNULTY*								
	20-00898	04/08/20	MARCH 2020 HI-FIT	Open	210.00	0.00		
7636 MOTT MACDONALD LLC*								
	19-00165	01/09/19	MULLIGAN FIELD RENOV 18-383	Open	7,073.00	0.00		B
	19-01269	05/02/19	ROSEANN AVE PHASE 3 RES 19-157	Open	804.00	0.00		B
	19-01699	06/07/19	C/O 2 RES 19-205 ROSEANN IMPR	Open	27,058.65	0.00		B
	19-02964	11/06/19	SERVICES FOR JONATHAN HOFFMANS	Open	1,795.00	0.00		B
	20-00413	02/07/20	BEACH ACCESS PROJECT	Open	8,400.00	0.00		
	20-00566	03/02/20	MULLIGAN CO#1 DESIGN PHS 20-92	Open	<u>11,690.00</u>	0.00		
					56,820.65			
7649 RICHARD E. PIERSON MATERIALS*								
	19-03407	12/12/19	GRAVEL & SAND-BEACH ACCESS	Open	422.37	0.00		
7651 GARDEN STATE COUNCIL BSA								
	19-02802	10/16/19	DINNER - 10/22/2019	open	500.00	0.00		
7820 DEBLASIO & ASSOCIATES, P.C*								
	19-02342	08/21/19	2019 ROAD PROGRAM	Open	14,500.00	0.00		B
	20-00762	03/18/20	2019 ROAD PROGRAM CHANGE #2	Open	<u>2,100.00</u>	0.00		B
					16,600.00			
7929 AMAZON CAPITAL SERVICES, INC								
	20-00684	03/10/20	EMERGENCY SUPPLIES	Open	135.96	0.00		
8035 LANGUAGE LINE SERVICES INC								
	20-00715	03/12/20	PHONE INTERPRETATION FEB 2020	Open	39.22	0.00		
8192 DEMATIO'S INC								
	20-00901	04/08/20	MAINT BOND REFUND 2020-44& 45	Open	1,400.00	0.00		
8212 MICHAEL CALAFATI ARCHITECT LLC								
	19-01424	05/15/19	RES 19-163 NATHANIEL HOUSE	Open	4,596.10	0.00		
	20-00610	03/04/20	FOSTER HOUSE C/O 1 RES 20-101	Open	<u>1,300.00</u>	0.00		B
					5,896.10			
8661 PEARL TITTOR								
	20-00949	04/16/20	MATERIAL FOR MASKS	Open	779.63	0.00		
AABA AABA FAMILY MEDICAL								
	20-00776	03/20/20	DISINFECTING WIPES DNE \$600	Open	227.40	0.00		
ABBA ABBA MEDICAL SUPPLY*								
	20-00882	04/04/20	CORVIN MEDICIDE CLEANING/GLOVE	Open	1,375.00	0.00		
BLAUE BLAUER ASSOCIATES INC*								
	19-00687	03/06/19	MULLIGAN ADA SCPF	Open	500.00	0.00		
BOSNA KAREN MANETTE BOSNA								
	20-00899	04/08/20	MARCH 2020 YOGA	Open	55.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
SEAGE SEAGEAR MARINE SUPPLY*	20-00873	04/02/20	RUBBER GLOVES	Open	210.00	0.00		
Total Purchase Orders:		78	Total P.O. Line Items:	0	Total List Amount:	181,493.51	Total Void Amount:	0.00

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

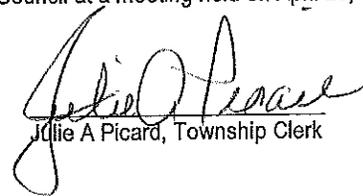
RESOLUTION #2020-133

Title: AUTHORIZING THE PAYMENT OF VOUCHERS

Vendor	Description	Amount
CHARLES MARANDINO ,LLC	Schellengers Landing	\$594,764.94
	TOTAL Manual Checks	\$594,764.94
	TOTAL Computer Generated	\$ 181,493.51
	TOTAL BILL LIST	\$ 776,258.45

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD			X				
COOMBS			X				
ROY			X				
PERRY	X		X				
SIPPEL		X	X				

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on April 20, 2020.


Julie A Picard, Township Clerk

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION #2020-134

Title: **A RESOLUTION AMENDING THE PERSONNEL POLICIES AND PROCEDURES MANUAL OF LOWER TOWNSHIP**

WHEREAS, on September 16, 2019, pursuant to Resolution #2019-288, the Township of Lower adopted a "Personnel Policies and Procedures Manual;" and

WHEREAS, in accordance with N.J.A.C. 4A:6-1.22, the Township of Lower has enacted a "Donated Leave Program," which is contained within said manual, and which outlines the policy, procedures and eligibility requirements that permit Township employees to donate and/or receive leave time to and/or from other employees; and

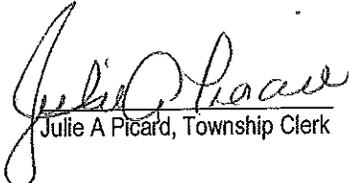
WHEREAS, the existing "Donated Leave Program" permits Township employees to donate vacation and/or personal time to other employees, subject to specific conditions and requirements outlined within said policy; and

WHEREAS, in accordance with N.J.A.C. 4A:6-1.22, the Mayor and Council of the Township of Lower wish to amend the Donated Leave Program policy in order to add sick time to the permitted list of leave time that can be donated and/or received by employees.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the Personnel Policies and Procedures Manual of Lower Township, specifically the Donated Leave Program, be and hereby is amended to add sick time to the current policy.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD			X				
COOMBS			X				
ROY			X				
PERRY	X		X				
SIPPEL		X	X				

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Julie A Picard, Township Clerk

Donated Leave Program

It shall be the policy of the Township of Lower to institute a donated leave program to support employees who are suffering from a catastrophic illness or injury or who are needed to provide care to an immediate family member who is suffering from a catastrophic health condition or injury that requires a prolonged absence from work. The donated leave program is available to all eligible employees and permits employees to voluntarily donate a portion of their accumulated earned sick, vacation, or personal time to other employees who have exhausted their own accumulated earned leave time and who are suffering from a catastrophic health condition or injury or who are needed to provide care to an immediate family member who is suffering from a catastrophic health condition or injury, requiring an employee's prolonged absence from work.

While using donated leave time, the leave recipient will continue to accrue sick, vacation, holiday leave and guaranteed overtime and be entitled to retain such leave upon his or her return to work.

Any unused donated leave will be returned to the leave donor or donors on a prorated basis upon the leave recipient's return to work, except that if the proration of leave days results in less than one day per donor to be returned, that leave time will not be returned.

A leave recipient must receive at least five days in sick, vacation, or personal time or a combination thereof from one or more leave donors to participate in the donated leave program. A leave recipient will receive no more than 260 days leave and will not receive any such days on a retroactive basis.

A leave donor may donate only whole days and may not donate more than 30 days to any recipient. A leave donor must have remaining at least 12 days of accrued vacation leave if donating vacation leave. A leave donor must have remaining at least 20 days of accrued sick leave if donating sick leave. A leave donor will not revoke the leave donation.

An employee is prohibited from threatening or coercing or attempting to threaten or coerce another employee for the purpose of interfering with rights involving donating, receiving or using donated leave time. Such prohibited acts shall include, but not be limited to promising to confer or conferring a benefit such as an appointment or promotion or making a threat to engage in, or engaging in, an act of retaliation against an employee.

Upon retirement, or resignation if applicable, a leave recipient's terminal sick leave payment will be reduced by the number of days used through the donated leave program.

Recipient Eligibility

Employees will be eligible to receive donated leave if the employee meets all of the following criteria:

- Must be suffering from a catastrophic health condition or injury that is expected to require a prolonged absence from work by the employee or is needed to provide care to a member of the employee's immediate family who is suffering from a catastrophic health condition or injury.
 - With respect to an employee, a "Catastrophic Health Condition or Injury" is defined as "a life-threatening condition or combination of other conditions" or "a period of disability required by his or her mental or physical health or the health of the employee's fetus which requires the care of a physician who provides a medical verification of the need for the employee's absence from work for 60 or more work days."
 - With respect to an employee's immediate family member, a "Catastrophic Health Condition or Injury" is defined as "a life-threatening condition or combination of other conditions" or "a period of disability required by his or her mental or physical health which requires the care of a physician who provides a medical verification of the need for the employee's absence from work for 60 or more work days."
- Must produce acceptable medical verification from a physician or other licensed health care provider. The medical verification must indicate the nature, severity, and anticipated duration of the disability resulting from the serious health condition or injury involved
- Must have completed at least one year of continuous service.
- Must have exhausted all offal accrued sick, vacation and administrative leave, all sick leave injury benefits, if any, and all compensatory time off.
- Must have received at least 5 donated days from one or more leave donors to participate in the program.

Donor Eligibility

Employees will be eligible to donate leave to another employee if the employee meets the following:

- May donate up to 20 leave days to any recipient. Only whole days may be donated.
- Must have remaining to his or her credit following any donations at least 12 days of accrued vacation, if donating vacation leave, and/or 20 days of accrued sick leave, if donating sick leave. Donated leave days may not be revoked by the donor.
- Must not have solicited or accepted anything of value for the donation
- The donation of sick time will not affect the donor's ability to sell back sick time in accordance with provisions of the current Collective Bargaining Agreement.

Procedure

An Employee must submit a written request to participate in the donated leave program through their supervisor, at least 20 days before exhausting their accumulated earned leave. Acceptable medical verification must accompany this request. The employee's supervisor may make a request on behalf of the employee for his or her participation in the program as a leave recipient. The supervisor will forward the request and medical verification to the Township Manager for approval.

When an employee is approved as a leave recipient, the Township, with the employee's consent, will post or circulate the employee's name in a conspicuous manner to encourage the donation of leave time, and will provide notice to all Union Representatives. If the employee is unable to consent to this posting or circulation, the employee's immediate family members may consent on his or her behalf.

An employee must sign a Recipient Affidavit consenting to participate in the donated leave program. Employees wishing to donate leave to another employee must complete a Donor Transfer Form authorizing the transfer of leave. Recipient Affidavits and Donor Transfer Forms are available in each department. Completed Donor Transfer Forms should be forwarded to the Township Manager or his/her designee for processing.

TOWNSHIP OF LOWER DONATED LEAVE PROGRAM

RECIPIENT AFFIDAVIT

I have read the procedures regarding the donated leave program and I consent to participation in this program.

If my participation in this program is approved, I hereby authorize and provide my consent to permit the Township to post or circulate my name, in a conspicuous manner, in an effort to encourage the donation of leave time.

I understand that the number of days used through the donated leave program will reduce my terminal sick leave payment at retirement or resignation if applicable.

I hereby request to participate in the donated leave program for the following reason (s):

I have attached a doctor's certification to this affidavit attesting to the nature of my catastrophic health condition or injury. According to my doctor, I expect to be absent from work until:

I certify that I have not solicited or accepted anything of value for the donation of paid leave time.

I have not directly or indirectly intimidated, threatened or coerced, or attempted to intimidate, threaten or coerce any employee for the purpose of obtaining a donation of paid leave.

I have not interfered with any right that another employee may have with respect to contributing, receiving or using paid leave under this program.

I understand that I cannot receive temporary disability (TDI) benefits for the same period that I am paid wages from donated leave or while using any of my own leave time.

I also understand that the temporary disability benefits law requires that I use all of the donated leave before benefits can be paid.

Name (Print)

Signature

Social Security Number

Home Telephone Number

Date

TOWNSHIP OF LOWER DONATED LEAVE PROGRAM

DONOR TRANSFER FORM

I hereby direct the Payroll Department to transfer leave credit as indicated below to be used by the recipient.

DONATION SECTION:

Name of Recipient: _____

_____ I wish to donate _____ **SICK DAYS** - This will not reduce my sick leave below 20 accrued days

_____ I wish to donate _____ **VACATION DAYS** - This will not reduce my vacation leave below 12 accrued days

_____ I wish to donate _____ **PERSONAL DAYS**

CERTIFICATION SECTION:

I certify that I have not solicited or accepted anything of value for the donation of paid leave time.

Signature

Date

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION #2020-135

Title: RESOLUTION AUTHORIZING THE TAX COLLECTOR TO PROCESS THIRD QUARTER
"ESTIMATED" TAX BILLS, DUE AUGUST 1, 2020

WHEREAS, due to the Covid-19 health crisis facing the State of New Jersey, Governor Murphy issued a State of Emergency in Executive Order 103. As a result, the State's fiscal year will be extended to September 30, 2020; and

WHEREAS, due to the State of Emergency, the Cape May County Board of Taxation will be unable to certify the tax rate and therefore, the Municipal Tax Collector will also be unable to mail tax bills on a timely basis; and

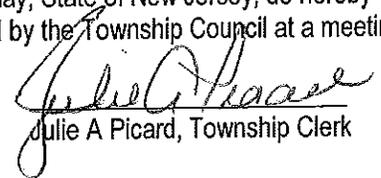
WHEREAS, the Municipal Tax Collector in consultation with the Municipal Chief Financial Officer has computed an estimated tax levy in accordance with N.J.S.A. 54:4-66.3, and they have signed a certification showing the tax levies for the previous year, the tax rates and the range of permitted tax levies.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey as follows:

1. The Municipal Tax Collector is hereby authorized and directed to prepare and issue estimated tax bills for the municipality for the third installment of 2020 taxes. The Tax Collector shall proceed and take such actions as permitted by N.J.S.A. 54:4-66.2 and 54:4-66.3.
2. The estimated tax levy for 2020 is hereby set at \$64,333,624.17, this results in an estimated tax rate of \$1.76
3. Rates for the three fire districts will be added to the base tax rate using the same amount billed in 2019.
4. The Municipal Tax Collector must mail the estimated tax bills to property owners no later than June 30, 2020.
5. In accordance with N.J.S.A. 54:4-66.3, the third installment of 2020 taxes shall not be subject to interest until the later of; the grace period or the 25th, (twenty-fifth) calendar day after the estimated tax bills are mailed. The estimated tax bills shall contain a notice specifying the date with interest may begin to accrue.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD			X				
COOMBS			X				
ROY			X				
PERRY	X		X				
SIPPEL		X	X				

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on April 20, 2020.


Julie A Picard, Township Clerk

TOWN: LOWER TOWNSHIP

CERTIFICATION OF THIRD QUARTER 2020 ESTIMATED TAX LEVY/TAX RATE

2019 Tax Rate	
\$1.738	Allowable Range

		95%	105%
Municipal	\$0.584	\$0.55	\$0.61
Local School	\$0.483	\$0.46	\$0.51
Regional School	\$0.368	\$0.35	\$0.39
Fire District			\$0.00
County	\$0.254	\$0.24	\$0.27
County Open Space	\$0.012	\$0.01	\$0.01
County Library	\$0.037	\$0.04	\$0.04
Totals	\$1.738	\$1.65	\$1.82

	2019	2020 Estimated	Incr/Decr	
Municipal	\$0.584	\$0.584	\$0.000	100.000%
Local School	\$0.483	\$0.492	\$0.009	101.800%
Regional School	\$0.368	\$0.375	\$0.007	102.00%
County	\$0.254	\$0.259	\$0.005	101.90%
County Open Space	\$0.012	\$0.012	\$0.000	101.90%
County Library	\$0.037	\$0.038	\$0.001	101.90%
Totals	\$1.738	\$1.760	\$0.022	101.25%

This cannot be over 105% or under 95%

2019 FIRE DISTRICT #1	0.060
2019 FIRE DISTRICT #2	0.066
2019 FIRE DISTRICT #3	0.064

ASSESSED VALUATION	3,655,712,129.00
DIVIDED BY 100	36,557,121.29
MULTIPLIED BY EST. TAX RATE	\$1.760
TAX LEVY	64,333,624.17 ESTIMATED

Certification:

SIGNATURE

CERTIFICATE #

DATE

Chief Financial Officer		NO423	4/20/2020
Tax Collector:		T-8103	4/20/2020
Municipal Clerk:		1673	4/20/2020

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION #2020-136

Title: AUTHORIZATION FOR EXTENSION OF LATE FEE FOR DOG LICENSES FOR THE YEAR 2020

WHEREAS, on March 9, 2020, Governor Murphy issued Executive Order 103 declaring a State of Emergency and a Public Health Emergency in response to the outbreak of the novel Coronavirus within the State of New Jersey; and

WHEREAS, on April 7, 2020, Governor Murphy issued Executive Order 119 declaring and proclaiming that the State of Emergency and Public Health Emergency associated with the novel Coronavirus continues to exist in the State of New Jersey; and

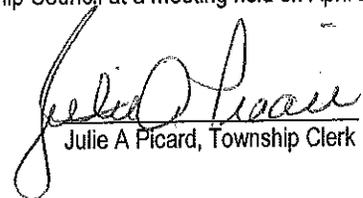
WHEREAS, in light of the substantial disruption caused by the outbreak of the novel coronavirus and the social distancing restrictions enacted by the State of New Jersey, Township residents who own dogs have been unable to renew and obtain their 2020 Township dog licenses, and, pursuant to section 166-2 of the Township Code, a \$5.00 late fee will be assessed against individuals who fail to register their dogs by May 1, 2020; and

WHEREAS, in light of the disruptions caused by the novel coronavirus and the social distancing restrictions enacted by the State of New Jersey, the Mayor and Council of the Township of Lower finds it to be necessary and appropriate to extend the May 1st deadline to register/license dogs within the Township of Lower to July 1, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the deadline to license/register dogs within the Township of Lower is hereby extended to July 1, 2020, and the \$5.00 late fee for 2020 Dog Licenses shall be waived until June 30, 2020.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD			X				
COOMBS			X				
ROY			X				
PERRY	X		X				
SIPPEL		X	X				

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on April 20, 2020.


Julie A Picard, Township Clerk

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION # 2020-137

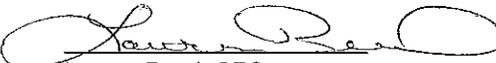
Title: APPROVAL OF CHANGE ORDER #3 FOR THE CONSTRUCTION PHASE OF THE ROSEANN AVENUE ROADWAY AND UTILITY IMPROVEMENTS PROJECT- PHASE III TO MOTT MACDONALD

WHEREAS, Mott MacDonald has been approved to provide Professional Services for the Roseann Avenue/Bayshore Estates Drainage and Stormwater Management Improvement Project Phase III as per Resolution #2018-197 on June 4, 2019 for \$131,180.00 for the Design, Permitting and Bid Phase; Change order #1 was approved by Resolution #2019-156 on April 15, 2019 in the amount of \$2,700.00; Change Order #2 was approved by Resolution #2019-205 (construction phase) in the amount of \$279,500; and

WHEREAS, Mott MacDonald has provided a proposal for additional Inspections during the construction phase of the Roseann Avenue Roadway and Utility Improvement Project Phase III for \$18,000.00; and

WHEREAS, the Township Council desires to approve the additional services and the CFO has certified the availability of funds by her signature in the budget as follows:

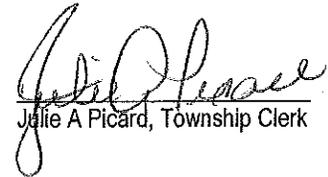
Appropriation: Ord #18-05 C-04-55-421-100

Signature: 
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that Change Order #3 attached hereto in the amount of \$18,000.00 for Mott MacDonald is hereby approved and the contract total is now increased to \$431,380.00.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD			X				
COOMBS			X				
ROY			X				
PERRY	X		X				
SIPPEL		X	X				

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on April 20, 2020.


Julie A. Picard, Township Clerk

jpocard

From: gdouglass
Sent: Wednesday, April 15, 2020 1:40 PM
To: jpocard; jridgway; mvitelli
Subject: Fwd: Request for Additional Inspection Budget, Roseann Avenue, Phase 3

I need this put on for a change order.
See below
Sent from my iPhone

Begin forwarded message:

From: "Sray, Mark" <Mark.Sray@mottmac.com>
Date: April 15, 2020 at 1:24:25 PM EDT
To: gdouglass <gdouglass@townshipoflower.org>
Cc: "Carr, Shawn" <Shawn.Carr@mottmac.com>
Subject: Request for Additional Inspection Budget, Roseann Avenue, Phase 3

Gary,

As discussed, we are at approximately 98% of our reimbursable inspection budget (\$184,100) which was authorized under Township Resolution No. 2019-205 (Purchase Order No. 19-01699). It was our intent, based on the initial December 2019 completion date, to complete the project inspection under our original inspection budget but due to extra time and coordination spent to address unforeseen conditions, extra work claims from the Contractors, impacts of the water main on the proposed storm main and the downtime and additional coordination due to the electric utility issues at Bayshore Road, we have spent additional time that was not originally anticipated in the initial inspection budget.

Based on a project completion date of May 8th we are respectfully requesting an additional \$18,000 of inspection budget to bring this project to completion. As our previous inspection budget was a reimbursable not to exceed cap, we will only bill the Township for the costs incurred.

Please let me or Shawn know if you have any questions regarding this request or require additional information.

Thanks,

Mark

Mark R. Sray
Principal Project Manager
D 412 497 2903
mark.sray@mottmac.com



Mott MacDonald
Two Allegheny Center
Nova Tower 2, Suite 1301
Pittsburgh
PA 15212
United States of America

[Website](#) | [Twitter](#) | [LinkedIn](#) | [Facebook](#) | [Instagram](#) | [YouTube](#)

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