

Signed Resolutions - November 2, 2015

- Res. #2015-308 Payment of Vouchers \$ 506,729.89
Res. #2015-309 Authorizing Payout of Terminal Leave (L.Anzelone \$2,929.93)
Res. #2015-310 Authorization for the Payout of Accumulated Compensatory Time (S.Lafferty \$1,522.64)
Res. #2015-311 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159
(Emergency Management Assistance (\$5,000)
Res. #2015-312 2015 Drive Sober or Get Pulled Over Year End Holiday Crackdown (\$5,000)
Res. #2015-313 A Resolution Authorizing A Grant Application to the Cape May County Open Space
Program for the Acquisition and Restoration of the Nathaniel Foster House
Res. #2015-314 A Resolution Authorizing the Leasing of Certain Real Property Located in the Township of
Lower (Block 703/ Lots1,2 and a portion of 3)
Res. #2015-315 Transfer of 2015 Appropriations (\$67,000)
Res. #2015-316 Authorizing the Sale of Township of Lower Surplus No Longer Needed for Public Use on
GovDeals Online Auction
Res. #2015-317 Authorizing the Cancellation of Remainder of Contract with Oliveri, Shousky & Kiss, PA
(\$67,650)
Res. #2015-318 Drunk Driving Enforcement Fund Application \$6,360.67
Res. #2015-319 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Drunk
Driving Enforcement Fund \$6,360.37)
Res. #2015-320 Authorizing the Payment of Vouchers \$35,000 – Lower Township Rescue
Res. #2015-321 A Resolution Awarding Hatch Mott MacDonald As Engineer for the Roseann
Avenue/Bayshore Estates Drainage and Stormwater Management Improvements Project
Res. #2015- 322 Resolution Providing for a Meeting Not Open to the Public in Accordance with the
Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12. – **CONTRACT
NEGOTIATIONS**

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00784	CAPE MAY STAR & WAVE							
	15-02582	10/19/15	LEGAL PUBLICATION 10-14-15	Open	32.55	0.00		
	15-02589	10/21/15	LEGAL PUBLICATION 10-7-15	Open	80.60	0.00		
					<u>113.15</u>			
00807	CDW-GOVERNMENT INC*							
	15-02289	09/11/15	INVESTIGATIVE SUPPLIES	Open	749.70	0.00		
00825	COMCAST*							
	15-02638	10/27/15	FIRE INTERNET 10/19-11/18/15	Open	233.85	0.00		
01125	MARGARET CROMPTON							
	15-02609	10/26/15	CONTRACTUAL REIMBURSEMENT-M	Open	5.00	0.00		
01219	CONTRACTOR SERVICE*							
	15-02405	09/28/15	SAFETY VEST/SAFETY GLOVES	Open	1,399.80	0.00		
01250	SCOTT DOUGLASS							
	15-02607	10/26/15	CONTRACTUAL REIMBURSEMENT-V	Open	215.00	0.00		
	15-02646	10/29/15	CONTRACTUAL REIMBURSEMENT- V	Open	205.00	0.00		
					<u>420.00</u>			
01655	GANN LAW BOOKS*							
	15-02255	09/04/15	NJ COURT RULES	Open	133.00	0.00		
01690	GRANTURK EQUIPMENT CO*							
	15-01733	06/30/15	PARTS FOR RECYCLING/AUG	Open	231.11	0.00		
01781	HATCH MOTT MACDONALD, LLC*							
	15-01369	06/02/15	BAYSHORE ESTATES ENGINEERING	Open	9,027.50	0.00		B
	15-02578	10/19/15	PROFESSIONAL ENGINEERING	Open	340.92	0.00		
	15-02579	10/19/15	PROFESSIONAL ENGINEERING	Open	1,082.00	0.00		
					<u>10,450.42</u>			
01834	RICHARD HOOYMAN							
	15-02612	10/26/15	CONTRACTUAL REIMBURSEMENT-V	Open	135.00	0.00		
02025	HUNTER JERSEY PETERBILT*							
	15-02191	08/27/15	SERVICE TRUCK 27	Open	824.45	0.00		
02100	CLAUDIA KAMMER							
	15-02644	10/27/15	CONTRACTUAL REIMBURSEMENT-M	Open	925.00	0.00		
02140	KINDLE FORD LINC/MERC., INC.*							
	15-02319	09/15/15	PARTS FOR POLICE VEHICLE	Open	877.26	0.00		
02220	LIFESAVERS INC*							
	15-02454	10/01/15	AED BATTERY	Open	325.80	0.00		
02223	LANDSMAN UNIFORMS*							
	15-02188	08/27/15	UNIFORMS	Open	431.95	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
02247 LAWSON PRODUCTS, INC.*								
	15-02387	09/24/15	SUPPLIES FOR DPW GARAGE	Open	699.87	0.00		
02280 LINDEMON WINCKELMANN & ASSOC.								
	15-00398	02/09/15	RES#2015-50 ADA PHASE II REC	Open	2,000.00	0.00		B
02411 MENEAR'S TREE SERVICE*								
	15-02568	10/16/15	APPLEBLOSSOM/ TREE WORK	Open	400.00	0.00		
02763 DONALD R. MONTGOMERY								
	15-02566	10/15/15	CONTRACTUAL REIMBURSEMENT- V	Open	245.00	0.00		
02775 BARBARA MOORE								
	15-02590	10/21/15	CONTRACTUAL REIMBURSEMENT-M	Open	830.00	0.00		
02968 PATTI'S PARTY WORLD*								
	15-02558	10/14/15	MISC. SUPPLIES HAUNTED TRAILS	Open	191.43	0.00		
03158 NYSCA*								
	15-02400	09/24/15	RECERTIFICATION OF SOCCER COAC	Open	100.00	0.00		
03280 PARAMOUNT SANITARY SUPPLY*								
	15-02503	10/07/15	HEAVY DUTY TRASH BAGS	Open	79.53	0.00		
	15-02520	10/08/15	TRASH BAGS- VARIOUS LOCATIONS	Open	301.68	0.00		
	15-02569	10/16/15	TERRY RAGS/DPW	Open	249.45	0.00		
					630.66			
03293 BLAINE PAYNTER								
	15-02611	10/26/15	CONTRACTUAL REIMBURSEMENT-M	Open	30.00	0.00		
03305 PEDRONI FUEL*								
	15-02645	10/29/15	NO LEAD GAS	Open	267.68	0.00		
03427 POLAR BEAR*								
	15-02251	09/04/15	UNIT 12 DOWN AT POLICE DEPT	Open	353.00	0.00		B
03518 RIGGINS, INC.*								
	15-02575	10/19/15	OFF HIGHWAY DIESEL	Open	373.19	0.00		
03573 SAFETY-KLEEN CORP*								
	15-01083	04/29/15	EQUIP MAINTENANCE/JUNE	Open	335.61	0.00		
03678 SMELTZER & SONS INC.*								
	15-02557	10/14/15	MISC. SUPPLIES HAUNTED TRAILS	Open	150.00	0.00		
03687 SOUTH JERSEY WRESTLING ASSOC.*								
	15-02564	10/14/15	WRESTLING LEAGUE FEES	Open	500.00	0.00		
03688 SOUTHERN NJ CHAPTER NIGP*								
	15-02608	10/26/15	VITELLI/BREWS SJNIGP MTG 10/30	Open	80.00	0.00		
03723 STAPLES, INC.*								
	15-02573	10/16/15	OFFICE SUPPLIES	Open	615.79	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03723 STAPLES, INC.*								
	15-02586	10/20/15	OFFICE/BUDGET SUPPLIES	Open	970.70	0.00		
					1,586.49			
03734 STEWART INDUSTRIES, INC.*								
	15-02473	10/02/15	PRINTER MAIN 9/23/15-12/23/15	Open	2,883.04	0.00		
03820 MUNICIPAL UTILIL. AUTH ON CALL								
	15-02386	09/24/15	REIMBURSE HALF BILL	Open	143.30	0.00		
03834 CAPE MAY COUNTY TREASURER/HAVE								
	15-02505	10/08/15	1/2 QTR 2015 HAVEN HSE IN LIEU	Open	1,017.23	0.00		
03904 LOWE'S HOME CENTER INC*								
	15-02556	10/14/15	MISC. HAUNTED TRAILS SUPPLIES	Open	304.15	0.00		
	15-02572	10/16/15	HAUNTED TRAILS SUPPLIES	Open	561.62	0.00		
					865.77			
03969 VERIZON								
	15-02616	10/27/15	VERIZON PHONE BILL OCT 2015	Open	4,337.71	0.00		
03992 VAL-U AUTO PARTS LLC*								
	15-01748	06/30/15	RDS/SANT/RECY/DPW/SEPT.	Open	7,382.14	0.00		
04049 SUSAN JACKSON								
	15-02648	10/29/15	CONTRACTUAL REIMBURSEMENT- V	Open	265.00	0.00		
04089 WIZARD'S FESTIVAL OF FUN, INC*								
	15-02399	09/24/15	PEP BAND HALLOWEEN PARADE	Open	750.00	0.00		
04261 STATE OF NEW JERSEY								
	15-02618	10/27/15	3RD QTR 2015 UNEMPLOYMENT	Open	2,256.08	0.00		
04300 W B MASON CO INC*								
	15-02354	09/21/15	OFFICE SUPPLIES	Open	1,251.22	0.00		
	15-02366	09/21/15	OFFICE SUPPLIES	Open	1,269.89	0.00		
	15-02392	09/24/15	SUPPLIES FOR DPW OFFICE	Open	78.04	0.00		
	15-02407	09/28/15	OFFICE SUPPLIES	Open	202.87	0.00		
					2,802.02			
04445 TRICOMM SERVICES CORP*								
	15-02335	09/17/15	PHONE PROGRAMMING	Open	382.50	0.00		
	15-02444	09/30/15	FAX LINES/REC /MAIN NUMBER	Open	446.25	0.00		
					828.75			
05071 SHORE SOUND ENTERTAINMENT*								
	15-02555	10/14/15	MOVIE NITE & DJ HAUNTED TRAILS	Open	500.00	0.00		
06028 FORESITE USA LLC*								
	15-01256	05/19/15	2015 ENDPOINTE AVAST PROTECT	Open	759.25	0.00		
4104 DOUGLASS LANDSCAPING LLC*								
	15-00622	03/12/15	2015 LANDSCAPING SERV \$45800.	Open	4,580.00	0.00		B

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
6059	USABLE LIFE							
	15-02613	10/26/15	NOVEMBER 2015 EMPLOYEE LIFE	Open	446.90	0.00		
6061	AMERIHEALTH ADMINISTRATORS							
	15-02591	10/21/15	10/20/2015 HEALTH	Open	25,975.21	0.00		
	15-02620	10/27/15	10/26/2015 HEALTH	Open	27,428.53	0.00		
					53,403.74			
6088	CRAFT OIL CORPORATION*							
	15-02351	09/18/15	BULK DIESEL MOTOR OIL	Open	2,373.20	0.00		
7054	GOOD DAY FOR A RUN							
	15-02474	10/02/15	RETURN UNSED ESCROW	Open	953.12	0.00		
7098	SHORE VETERINARIAN ANIMAL *							
	15-00279	01/27/15	2014-47 ANIMAL CONTROL SERV 15	Open	4,250.00	0.00		B
7124	KIM HARRIS							
	15-02484	10/02/15	REIMBURSEMENT - SOCCER	Open	15.00	0.00		
7183	BEYER FLEET, LLC*							
	15-01693	06/24/15	2015 FORD F-250 WORK TRUCK	Open	29,685.00	0.00		
7196	LAUREN HUGGINS SUIT*							
	15-02005	08/05/15	RES 15-238 8/1-12/31/15DNE 5K	Open	1,000.00	0.00		B
7324	DAVID A. STEFANKIEWICZ							
	15-00113	01/09/15	RES#2015-01 MONTHLY \$28k DNE	Open	2,333.33	0.00		B
7468	BETH HASSAY							
	15-02457	10/02/15	REGISTRATION REIMBURSEMENT	Open	15.00	0.00		
7474	GLOBAL PRODUCERS SERVICES, INC							
	15-02562	10/14/15	REFUND OF OVER PAYMENT	Open	60.00	0.00		
7475	SUZANNE M SCHEID							
	15-02610	10/26/15	CONTRACTUAL REIMBURSEMENT-M	Open	30.00	0.00		
	15-02647	10/29/15	CONTRACTUAL REIMBURSEMENT- M	Open	17.39	0.00		
					47.39			
7476	JOSEPH MCKENNA							
	15-02643	10/27/15	REIMBURSEMENT FINGERPRINT	Open	44.20	0.00		
7477	ASHLEY CURTIS							
	15-02642	10/27/15	REIMBURSEMENT FOR SOCCER	Open	59.20	0.00		
ALPHACAR	ALPHA CARD SYSTEMS*							
	15-02200	08/31/15	UPGRADE FOR SYSTEM	Open	2,000.00	0.00		
AMANJ	AMANJ EDUCATION FUND*							
	15-02378	09/23/15	LEAGUE ASSESSORS LUNCHEON	Open	60.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
CARROT CARROT-TOP INDUSTRIES, INC*	15-01619	06/17/15	FLAGS FOR TOWNSHIP FACILITIES	Open	743.47	0.00		
G-ERM ERMA DELI	15-02560	10/14/15	FOOD-VOLUNTEERS-HAUNTED TRAILS	Open	150.00	0.00		
SJMAR SOUTH JERSEY MARINA	15-02475	10/02/15	RETURN UNSED ESCROW	Open	101.25	0.00		
Total Purchase Orders: 97				Total P.O. Line Items: 0	Total List Amount: 506,654.89	Total Void Amount: 0.00		

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

RESOLUTION #2015-

TITLE: AUTHORIZING THE PAYMENT OF VOUCHERS

Vendor	PO #	Description	CK	Amount
State of NJ-Unclaimed	15-02595	Unclaimed property	55991	\$ 75.00
Total Manual Checks				\$ 75.00
Total Computer				\$ 506,654.89

Total Bill List \$ 506,729.89

I hereby certify the foregoing to be a resolution adopted by the Township Council at a meeting held on November 2, 2015

Julie Picard
Julie Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	+		+			
PERRY			+			
SIMONSEN			+			
CLARK		+	+			
BECK			+			

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

RESOLUTION # 2015-309

Title: AUTHORIZING PAY OUT OF TERMINAL LEAVE

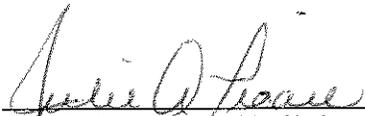
WHEREAS, the employee listed below has resigned from the Township and is entitled to payment for accumulated vacation, compensatory, and personal time; and

WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

WHEREAS, it has been determined by the Township Treasurer as evidenced by signature  that adequate funding is available for accumulated time in the dedicated line item "Reserved for Accumulated Absences".

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that a revised payment due to Lauren Anzelone, in the amount of \$ 2,929.93 is authorized and chargeable to the 2015 Budget Account 5-01-56-190-199.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 2, 2015.


Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
SIMONSEN			X			
CLARK		X	X			
BECK			X			

TOWNSHIP OF LOWER
 RETIREMENT PAYOUT ANALYSIS
 2015

EMPLOYEE: Anzelone, Lauren
 DATE OF RETIREMENT 10/22/2015
 DATE OF PAYMENT: _____
 RESOLUTION #: 2015

Annual Salary:	\$42,554.60
Longevity	
Hourly Rate:	\$20.46
College Credits	

TERMINAL LEAVE:			
	Hours	Rate	Total
Comp	8.75	20.46	179.02
Personal	26.46	20.46	541.38
Sick		20.46	0.00
Vacation	(93.00)	20.46	(1,902.78)
Holidays	72.00	20.46	1,473.12
104 Hrs	86.00	30.69	2,639.20
Terminal Leave Payout			\$2,929.83

	(A)	(B)	(C)	(B * C) (D)	(E)	A + D - E (F)	
	Carryover	Annual Accrual	43 weeks / 52 weeks	Prorated Time Due	Time Used	Hours Available	
Comp	8.75	0.00		0.00	0.00	8.75	
Personal		32.00	0.83	26.46	0.00	26.46	
Sick	94.00	120.00	0.83	99.23	63.50	0.00	Not Eligible
Vacation	1.50	104.00	0.83	86.00	180.50	(93.00)	
Holidays (9)				72.00		72.00	
104 hrs		104.00	0.83	86.00		86.00	
Total	104.25	360.00		283.69	244.00	100.21	

Accrual and time used are current to 10/22/15 subject to change if time is used or not currently reported.

Employee Signature: _____

Date: _____

Treasurer's Signature: _____

Date: _____

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

RESOLUTION # 2015-310

Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED COMPENSATORY TIME

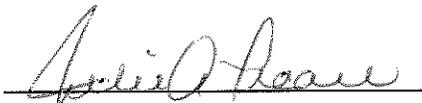
WHEREAS, the employee listed below has accrued compensatory time due from the Township and has requested payment for this time; and

WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

WHEREAS, it has been determined by the Township Treasurer as evidenced by her signature  that adequate funding is available for such payment in the current budget for Salaries and Wages.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that payment to Shawn Lafferty in the amount of \$1,522.64 is authorized and chargeable to the 2015 Budget account 5-01-25-240-124.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 2, 2015.


Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	+		+			
PERRY			+			
SIMONSEN			+			
CLARK		+	+			
BECK			+			

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief William Mastriana #146
FROM: Patrolman Shawn Lafferty, Jr. #197
DATE: October 17, 2015
SUBJECT: Compensation Time Cash Out.

Sir,

I am respectfully requesting to sell back my accrued compensation time, totalling 73.25hrs.

advance for your consideration in this matter.

Respectfully submitted,

Patm Shawn Lafferty Jr #197
Shawn Lafferty, Jr.
Patrolman Badge 197

C	File	Officer	Comments
Date	10/19/2015	<i>[Signature]</i>	forward to townsh.

0-0

20-7869
73-25
1-522-660

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

RESOLUTION #2015-311

TITLE: INSERTION OF SPECIAL ITEM OF REVENUE PURSUANT TO N.J.S.A. 40A:4-87, CHAPTER 159

WHEREAS, N.J.S.A. 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 thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount.

SECTION 1.

NOW, THEREFORE BE IT RESOLVED that the Township of Lower, County of Cape May, hereby requests the Director of the Division of Local Government Services to approve the increase of \$5,000.00 for an item of revenue in the budget of the year 2014 as follows:

Miscellaneous Revenues –
Revenue Offset with Appropriations - Emergency Management Assistance
Total with increase to be \$5,000.00

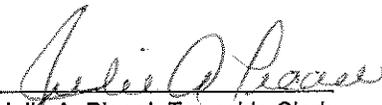
SECTION 2.

BE IT FURTHER RESOLVED that a like sum of \$5,000.00 be and the same is hereby appropriated under the caption of:

General Appropriations –
Public & Private Programs Offset by Revenues - Emergency Management Assistance
State/Federal Share \$ 5,000.00
Non State Share \$
Total with increase to be \$ 5,000.00

FURTHER RESOLVED that two certified copies of this resolution with a copy of the appropriate documentation be forwarded to the Division of Local Government Services.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 2, 2015.


Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
SIMONSEN			X			
CLARK		X	X			
BECK			X			

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

RESOLUTION #2015-312

Title: 2015 DRIVE SOBER OR GET PULLED OVER YEAR END HOLIDAY CRACKDOWN

WHEREAS, the Township of Lower desires to apply for and obtain a grant from the New Jersey Department of Law and Public Safety, Division of Highway Traffic Safety for \$5000.00 to carry out a 2015 Drive Sober or Get Pulled Over Year End Holiday Crackdown Grant from December 11, 2015 – January 1, 2016.

NOW, THEREFORE BE IT RESOLVED, that the Township of Lower does hereby authorize the application for such a grant; and, upon receipt of the grant agreement from the New Jersey Department of Law and Public Safety, Division of Highway Traffic Safety, does further authorize the execution of the grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of said agreement between the Township of Lower and the New Jersey Department of Law and Public Safety, Division of Highway Traffic Safety.

BE IT FURTHER RESOLVED, that the persons whose names, titles and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement and any other documents necessary in connection therewith:



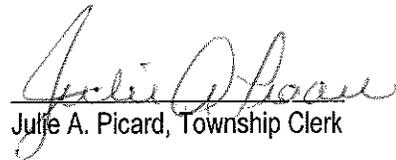
(Signature)

Michael E. Beck, Mayor

(Signature)

William Mastriana, Chief of Police

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 2, 2015.



Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
SIMONSEN			X			
CLARK		X	X			
BECK			X			

NARRATIVE DESCRIPTION OF PROJECT

I agree to the Terms and Conditions found below.*

Problem Statement:

Impaired driving remains a significant issue, both in New Jersey and nationally. In 2013, alcohol impaired fatalities (based on all drivers and motorcycle riders with a .08 BAC or higher) accounted for 27% of New Jersey's traffic fatalities. This project will provide funding to implement a statewide impaired driving enforcement campaign as part of the *2015 Drive Sober or Get Pulled Over Year End Holiday Crackdown*.

Between December 11, 2015 and January 1, 2016, police officers, on an overtime basis, will conduct special enforcement patrols targeting impaired drivers. The patrols will consist of roving patrols and fixed checkpoints.

Objectives:

To reduce the rate of alcohol-impaired driving fatalities in the state by three percent from the 2011-2013 calendar base year average through targeted impaired driving enforcement and education during the *2015 Drive Sober or Get Pulled Over Year End Holiday Crackdown*.

Methodology:

REMINDER: As per directives from the National Highway Traffic Safety Administration (which provides the federal funding for this grant) Chiefs of Police are not eligible to work grant-funded overtime through this grant.****

This federally-funded grant project consists of an enforcement overtime campaign from **December 11, 2015 through January 1, 2016**. The project is designed to raise awareness about the dangers of drinking and driving, to offer deterrence through visible enforcement, to arrest impaired drivers, and to issue summonses for relevant motor vehicle violations. The grant will pay for **100** hours of overtime enforcement during the crackdown period, with a maximum rate to be reimbursed of **\$50 per hour**. The 100 overtime hours will be used for roving patrols and checkpoints.

This is a **reimbursement grant**. Participating departments will incur all costs and then submit the necessary documentation to the Division of Highway Traffic Safety for reimbursement.

This is an **enforcement campaign**. A reasonable number of impaired driving arrests and other summonses are expected in relation to overtime hours worked. **Overtime activities can only be conducted within the dates of the project period and must be conducted between the hours of 8 pm and 4 am.**

All grantees are expected to conform to the established "Law Enforcement Performance/Productivity Standards for Federally Funded NJDHTS Grants."

The maximum project overtime rate is \$50.00 per hour regardless of what officer works the project hours. The officer is to receive the full dollar amount in overtime. Administrative costs or fees should be considered "in kind services" or soft matches and are not a part of this grant. **It is up to the agency to establish its pay rate for the project.** The Division encourages agencies to pay all participating officers a flat \$50 per hour rate for this overtime detail, but agencies may pay their usual overtime rates, if they wish, in which case the reimbursement from the Division will be:

Officers paid \$50.00 - project will reimburse at \$50.00 per hour

Officers paid less than \$50.00 - project will reimburse at that lower rate

Officers paid more than \$50.00 - project will reimburse at \$50.00 per hour with the municipality covering the remainder of the rate

Again, the maximum hourly rate to be reimbursed is \$50 per hour, regardless of whether all the grant-budgeted hours are worked or not.

EVALUATION (ADMINISTRATIVE (PERFORMANCE) EVALUATION)

1. News release sent to local media and resolution/proclamation approved by local governing body.
2. A reasonable number of impaired driving arrests and summonses issued in relation to overtime hours worked.
3. "Law Enforcement Performance/Productivity Standards for Federally Funded NJDHTS Grants" adhered to.
4. Timely submittal of Enforcement Summary Report in SAGE by January 15, 2016.
5. Financial Reimbursement Report submitted in SAGE by February 1, 2016.

Lower Township

MOB-YEHDS-2015-Lower Township-00089

ENFORCEMENT/EDUCATION DETAILS

Description	Number of Hours	Number of Staff	Hourly Rate	Federal Share	State/Local Share	Total Amount
Impaired Driving Overtime	100	1	\$50.00	\$5,000.00	\$0	\$5,000.00

Draft

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

RESOLUTION #2015-313

TITLE: A RESOLUTION AUTHORIZING A GRANT APPLICATION TO THE CAPE MAY COUNTY OPEN SPACE PROGRAM FOR THE ACQUISITION AND RESTORATION OF THE NATHANIAL FOSTER HOUSE

WHEREAS, the Council of the Township of Lower has determined that it is in the best interest of the Township to acquire and restore the Nathaniel Foster House, (1649 Bayshore Road, Villas); and

WHEREAS, funds for such an acquisition and restoration may be available to the Township of Lower under the Cape May County Open Space Program; and

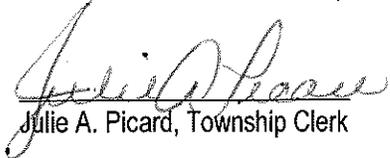
WHEREAS, an application must be filed with the Cape May County Open Space Program to apply for such funds.

NOW, THEREFORE, BE IT RESOLVED that Council of Lower Township, formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit a grant application.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of Lower Township and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 2, 2015.


Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
SIMONSEN			X			
CLARK		X	X			
BECK			X			

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

RESOLUTION # 2015-314

TITLE: A RESOLUTION AUTHORIZING THE LEASING OF CERTAIN REAL PROPERTY LOCATED IN THE TOWNSHIP OF LOWER

WHEREAS, the Township of Lower deems it to be in the best interests of the Township to offer for lease certain real property located in Diamond Beach at the intersection of Seaview Avenue and Rochester Avenue, Block 703, Lots 1,2 and a portion of lot 3. Approximate lot Size 100 X 150 ft. with a 10 ft. buffer for playground safety; and

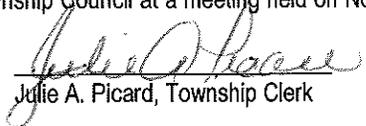
WHEREAS, pursuant to N.J.S.A. 40A:12-14, the Township of Lower may lease any real property not needed for public use to the highest bidder by open public bidding at auction or by submission of seal bids provided that said method of bidding is advertised in a newspaper circulating within the municipality by two insertions at least once a week during two consecutive weeks; and

WHEREAS, the Township of Lower intends to advertise its intention to lease said property in the Cape May Star and Wave on November 11, 2015 and November 18, 2015.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, as follows:

1. The Township of Lower intends to conduct a live open public auction on December 1, 2015, at 10am in the Municipal Building located at 2600 Bayshore Road, Villas, New Jersey 08251.
2. The term of the lease shall run from May 1, 2016 through April 30, 2021. (5 Years)
3. Use of property MUST comply with all Municipal, State and Federal rules and regulations.
4. The Township is hereby setting a minimum rental requirement of at least \$10,000 per year with the reservation of the right to reject all bids where the highest bid is not accepted. Upon completion of the bidding, the highest bid may be accepted or all of the bids may be rejected in the event that the bids do not exceed the \$10,000 annual minimum rental amount.
5. Any improvements to said property must be pre-approved by the Township. Any approved improvements shall be at the lease's sole expense.
6. Winning Bidder must provide appropriate insurance certificate (based on property usage) listing Lower Township as additional insured and hold harmless agreements prior to preliminary access to the property.
7. Bidder must pay lease in full by the end of the business day on December 1, 2015. Subsequent payments are due on or before December 1st of each successive year. Upon execution of the lease agreement an additional \$500.00 escrow account will be set up for a security deposit which will be released upon completion of lease agreement.. Acceptable forms of payment: us currency, certified cashier's check, money order or a company check (with bank letter guaranteeing funds – mandatory). All shall be made payable to "The Township of Lower".

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 2, 2015.


Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
SIMONSEN			X			
CLARK		X	X			
BECK			X			

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

RESOLUTION #2015-315

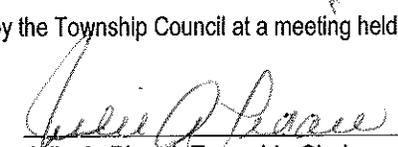
Title: TRANSFER OF 2015 APPROPRIATIONS

WHEREAS, N.J.S.A. 40A: 4-58 provides for appropriation transfers during the last two months of the current fiscal year when it has been determined that any appropriation is insufficient to pay the claims authorized or incurred during the current year, which are chargeable to said appropriation, and there is an excess in any appropriation over and above the amount deemed to be necessary to fulfill its purpose.

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Lower, State of New Jersey that the following transfers totaling \$67,000.00 be made between the 2015 budget appropriations:

LINE ITEM		ACCT. NUMBER	FROM	TO
GASOLINE	OE	5-01-31-460-200	67,000.00	
LEGAL	OE	5-01-20-165-200		5,000.00
DPW	OE	5-01-26-305-200		10,000.00
ENGINEERING	OE	5-01-20-165-200		10,000.00
INSURANCE-GEN LIABILITY	OE	5-01-23-210-300		25,000.00
NATURAL GAS	OE	5-01-31-446-200		10,000.00
ELECTRICITY	OE	5-01-31-430-200		7,000.00
			<u>67,000.00</u>	<u>67,000.00</u>

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 2, 2015.


Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
SIMONSEN			X			
CLARK		X	X			
BECK			X			

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

RESOLUTION # 2015-316

TITLE: AUTHORIZING THE SALE OF TOWNSHIP OF LOWER SURPLUS NO LONGER NEEDED FOR PUBLIC USE ON GOVDEALS ONLINE AUCTION WEBSITE

WHEREAS, the Township of Lower has determined that the property described on Schedule A attached hereto is no longer needed for public use; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) authorizes the sale of surplus personal property no longer needed for public use through the use of an online auction service; and;

WHEREAS, the Township of Lower intends to utilize the online auction services of GovDeals located at www.govdeals.com; and sell the Township surplus property; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of in the County of Cape May, State of New Jersey, that the Township of Lower is hereby authorized to utilize the online auction services of GovDeals located at www.govdeals.com; and sell the surplus property as indicated on Schedule A on an online auction website.

I hereby certify the foregoing to be the original Resolution adopted by the Township Council at a meeting held on November 2, 2015.


Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
SIMONSEN			X			
CLARK		X	X			
BECK			X			

Resolution #2015- 316
Council Meeting November 2, 2015

11/02/2015 Council Meeting

Fixed Asset #	Description	Serial Number	Location
2022	Dell Power Edge 700		Townhall
1962	Dell Power Edge 2600		Townhall
2430	Dell Vostro 420		Townhall
1697	HP Pavillion 763n		Townhall
	Envision Monitor	T7SJ32AY06395	Townhall
	Dell Monitor	CN08R33476063AGAKBF	Townhall
1365	1999 Peterbilt Model # 357	INPALA0X9XD513395	Public Works
	Craftsman 10 HP Riding Lawn mower		Police Recovered
	Turbo 5000 GT Cycle		Police Recovered
	Free Spirit Moped		Police Recovered
	NOS Inside cycle		Police Recovered
	Kohler Courage XT 6 Lawn Mower		Police Recovered
	Yellow Yamaha		Police Recovered
	Red Baja DB30 Doodlebug		Police Recovered
	Prolink125 R		Police Recovered
	Tomos LX Moped		Police Recovered
	Quad 700 twin sportsman		Police Recovered
	Suzuki parts		Police Recovered
	John Deer Tractor 42 all purpose		Police Recovered
1198	Midland Radio		Police Department
1203	Midland Radio		Police Department
1178	Midland Radio		Police Department
1191	Midland Radio		Police Department
1182	Midland Radio		Police Department
1176	Midland Radio		Police Department
1200	Midland Radio		Police Department
1170	Midland Radio		Police Department
1171	Midland Radio		Police Department
1320	Kennwood Radio		Police Department
1319	Kennwood Radio		Police Department
1314	Kennwood Radio		Police Department
1308	Kennwood Radio		Police Department
1309	Kennwood Radio		Police Department
1206	Kennwood Radio		Police Department
1310	Kennwood Radio		Police Department
1320	Kennwood Radio		Police Department
1309	Kennwood Radio		Police Department
	(4) Kenwood Rapid Chargers		Police Department
	(3) Kenwood AC Adapters		Police Department
	(6) Midland charger		Police Department
1969	Cannon power shot A80		Police Department
	(14 Keyboards)		Police Department
	Kanguru DVD Duplicator		Police Department
	Dictaphone Voice Processor		Police Department
	(2) Beep tone Interface		Police Department
	Dell Monitor		Police Department
	Ager Notebook	NC9809030052	Police Department
	Ager Notebook	NC9809030077	Police Department

Resolution #2015- 316
Council Meeting November 2, 2015

	Ager Notebook	NC9809030085	Police Department
	Ager Notebook	CN836NXF80168	Police Department
756	Decision Data Printer	NC9809030087	Police Department
697	IBM Wheel Writer		Police Department
	(8) Bluetree wireless modems		Police Department
1284	Kodak dc120 camera		Police Department
2170	Dell Inspiron		Police Department
	Decision Data		Police Department
	(3) Black Box Rack mount hubs	11717	Police Department
	(4) Startek 299AT Hub		Police Department
564	IBM Computer Monitors		Police Department
558	IBM Computer Monitors		Police Department
	Black box express ethernet switch		Police Department
2444	Dell Optiplex 760		Police Department
	Lucent MLX 10 Phone		Police Department
	Avaya MLX 28 D Phone		Police Department
560	AT&T MLX 10 Phone		Police Department
	AT&T Bis 34		Police Department
530	Dictaphone Phone		Police Department
771	AT&T MLX 10 Phone		Police Department
	Avaya Bis 10		Police Department
	AT&T MLX 10 Phone		Police Department
	Lucent MLX 10 Phone		Police Department
750	Dictaphone Phone		Police Department
	Lucent MLX 10 Phone		Police Department
492	ATT DSS Phone		Police Department
	Avaya MLX 28D Phone		Police Department
521	ATT MLX 10 Phone		Police Department
	Avaya Bis 10 Phone		Police Department
	Avaya MLX 28D Phone		Police Department

Items to be Destroyed

	Honeywell Humidifier		
	Brother Intellifax 4750		Police Department
1434	Brother Intellifax 1270		Police Department
946	Shreddex Brute 400		Police Department
	Brother Intellifax 2820		Police Department
1519	HP Laserjet 4100n		Police Department
	GBC Shredmaster		Police Department
	IBM Typewriter 1500		Police Department
	Desk		Police Department
2504	Keurig		Police Department
	Acer Monitor		Police Department
	2 small file cabinets		Police Department
			Police Department

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

RESOLUTION #2015-317

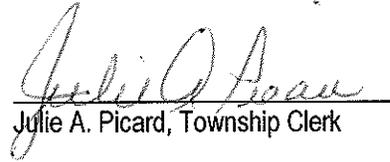
Title: AUTHORIZING CANCELLATION OF REMAINDER OF CONTRACT
WITH OLIVERI, SHOUSKY & KISS PA

WHEREAS Resolution #2014-135 awarded Oliveri, Shousky & Kiss PA (OSK) as a Professional Service Contract through a non-fair and open contract in the amount of \$192,000.00 for engineering services associated with the Architecture Design and Structural Design for the Lower Township Police Building to be located at 2600 Bayshore Road; and

WHEREAS, the project is no longer authorized, and the Township had received all documents and plans relating to the services rendered including plans and specifications for a new Police Department and OSK was paid \$124,350.00 to date; and

NOW, THEREFORE BE IT RESOLVED by the Township Council, Township of Lower, State of New Jersey, the unexpended balance of the Purchase Order #14-01330, Budget Line Item #C-04-55-414-910 \$67,650.00 to be released and the contract be deemed complete.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 2, 2015.


Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
SIMONSEN			X			
CLARK		X	X			
BECK			X			

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

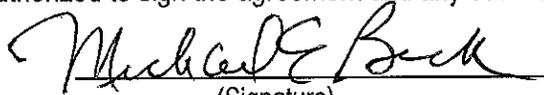
RESOLUTION #2015 - 318

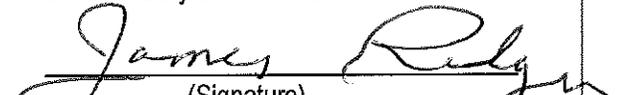
TITLE: DRUNK DRIVING ENFORCEMENT FUND APPLICATION, \$6,360.67

WHEREAS, the Township of Lower desires to apply for and obtain a grant from the New Jersey Department of Law and Public Safety, Division of Highway Traffic Safety for \$6,360.67 to receive funds from the Drunk Driving Enforcement Fund (DDEF) from July 1, 2015 through June 30, 2016.

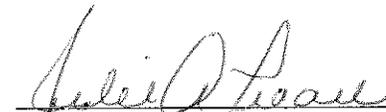
NOW, THEREFORE, BE IT RESOLVED, that the Township of Lower does hereby authorize the application for such a grant; and, upon receipt of the grant agreement from the New Jersey Department of Law and Public Safety, Division of Highway Traffic Safety, does further authorize the execution of the grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of said agreement between the Township of Lower and the New Jersey Department of Law and Public Safety, Division of Highway Traffic Safety.

BE IT FURTHER RESOLVED, that the persons whose names, titles and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement and any other documents necessary in connection therewith:


(Signature)
Michael E. Beck, Mayor


(Signature)
James Ridgway, Township Manager

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 2, 2015.


Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	+		+			
PERRY			+			
SIMONSEN			+			
CLARK		+	+			
BECK			+			

*Alphabetical Listing

		Unclaimed Funding	Current Funding	Total Funds Available
HOLMDEL TWP	MON		\$6,323.22	\$6,323.22
HOPATCONG BORO	SUSS		\$6,463.06	\$6,463.06
HOPEWELL TWP (Incl. Hopewell Boro)	MER		\$6,149.34	\$6,149.34
HOWELL TWP	MON		\$14,874.58	\$14,874.58
HUDSON COUNTY SHERIFF	HUD		\$4,293.62	\$4,293.62
INDEPENDENCE TOWN	WARR		\$1,950.10	\$1,950.10
INTERLAKEN BORO	MON		\$151.68	\$151.68
IRVINGTON TOWN	ESS	\$1,719.41	\$4,108.79	\$5,828.20
ISLAND HEIGHTS BORO	OCE	\$507.36	\$676.13	\$1,183.49
JACKSON TWP	OCE		\$10,298.04	\$10,298.04
JAMESBURG BORO	MID	\$13,622.29	\$1,507.34	\$15,129.63
JEFFERSON TWP	MOR		\$7,256.43	\$7,256.43
JERSEY CITY	HUD		\$12,508.32	\$12,508.32
KEAN UNIVERSITY	UNI	\$551.32	\$293.48	\$844.80
KEANSBURG BORO	MON		\$300.79	\$300.79
KEARNY TOWN	HUD	\$50,526.44	\$8,535.51	\$59,061.95
KENILWORTH BORO	UNI		\$2,263.42	\$2,263.42
KEYPORT BORO	MON	\$2,344.12	\$912.18	\$3,256.30
KINNELON BORO	MOR		\$723.46	\$723.46
LACEY TWP	OCE		\$11,871.78	\$11,871.78
LAKE COMO (Form. South Belmar Boro)	MON	\$8,819.66	\$715.06	\$9,534.72
LAKEHURST BORO	OCE	\$4,396.91	\$6,414.46	\$10,811.37
LAKEWOOD TWP	OCE		\$13,094.30	\$13,094.30
LAMBERTVILLE CITY	HUN		\$4,510.67	\$4,510.67
LAUREL SPRINGS BORO	CAM		\$681.93	\$681.93
LAVALETTE BORO	OCE		\$449.90	\$449.90
LAWNSIDE BORO	CAM		\$722.19	\$722.19
LAWRENCE TWP	MER		\$10,349.03	\$10,349.03
LEBANON TWP	HUN		\$730.52	\$730.52
LEONIA BORO	BERG		\$6,966.93	\$6,966.93
LINCOLN PARK BORO	MOR		\$4,623.79	\$4,623.79
LINDEN CITY	UNI		\$11,944.16	\$11,944.16
LINDENWOLD BORO	CAM		\$2,098.08	\$2,098.08
LINWOOD CITY	ATL		\$1,486.03	\$1,486.03
LITTLE EGG HARBOR TWP	OCE	\$14,583.26	\$1,754.73	\$16,337.99
LITTLE FALLS TWP	PASS		\$5,360.53	\$5,360.53
LITTLE FERRY BORO	BERG	\$173.15	\$449.90	\$623.05
LITTLE SILVER BORO	MON	\$7,806.01	\$2,526.56	\$10,332.57
LIVINGSTON TWP	ESS	\$10,759.65	\$1,341.27	\$12,100.92
LODI BORO	BERG	\$6,642.37	\$2,776.04	\$9,418.41
LOGAN TWP	GLOU		\$3,055.81	\$3,055.81
LONG BEACH TWP (Incl. Barnegat Light Boro)	OCE	\$4,358.42	\$6,504.40	\$10,862.82
LONG BRANCH CITY	MON	\$29,133.59	\$6,673.18	\$35,806.77
LONG HILLS TWP	MOR		\$1,861.05	\$1,861.05
LONGPORT BORO	ATL		\$1,826.98	\$1,826.98
LOPATCONG TWP	WARR	\$5,040.92	\$1,570.77	\$6,611.69
LOWER ALLOWAYS CREEK	SAL	\$1,476.32	\$715.49	\$2,191.81
LOWER TWP	CAPE		\$6,360.67	\$6,360.67
LUMBERTON TWP	BURL	\$2,170.22	\$2,960.12	\$5,130.34

Drunk Driving Enforcement Fund (DDEF)

Under New Jersey State Statute 39:4-50.8, police departments are entitled to \$95 of the \$100 surcharge resulting from a drunk driving conviction in their community. At least 50% of the grant must be used for overtime patrols, checkpoints, or court proceedings related to drunk driving enforcement. The remainder of the grant can be used to purchase equipment, provide training and other tasks related to drunk driving enforcement. These purchases must receive prior approval from the Director of the NJ Division of Highway Traffic Safety. For further information on the administration of the Drunk Driving Enforcement Fund, contact Paul Groffie at **609-633-9255** or

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

RESOLUTION #2015-319

TITLE: INSERTION OF SPECIAL ITEM OF REVENUE PURSUANT TO N.J.S.A. 40A:4-87, CHAPTER 159

WHEREAS, N.J.S.A. 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 thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount.

SECTION 1.

NOW, THEREFORE BE IT RESOLVED that the Township of Lower, County of Cape May, hereby requests the Director of the Division of Local Government Services to approve the increase of \$6,360.37 for an item of revenue in the budget of the year 2015 as follows:

Miscellaneous Revenues –
 Revenue Offset with Appropriations - Drunk Driving Enforcement Fund
 Total with increase to be \$6,360.37

SECTION 2.

BE IT FURTHER RESOLVED that a like sum of \$6,360.37 be and the same is hereby appropriated under the caption of:

General Appropriations –
 Public & Private Programs Offset by Revenues - Drunk Driving Enforcement Fund
 State/Federal Share \$ 6,360.37
 Non State Share \$
 Total with increase to be \$ 6,360.37

FURTHER RESOLVED that two certified copies of this resolution with a copy of the appropriate documentation be forwarded to the Division of Local Government Services.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 2, 2015.


 Julie A. Picard, Township Clerk

	MOITON	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	+		+			
PERRY			+			
SIMONSEN			+			
CLARK		+	+			
BECK			+			

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

RESOLUTION #2015- 320

TITLE: AUTHORIZING THE PAYMENT OF VOUCHERS

<u>Vendor</u>	<u>PO #</u>	<u>Description</u>	<u>CK</u>	<u>Amount</u>
Lower Township Rescue	15-01320	Rescue Provider		\$35,000.00

Total Manual Checks \$
 Total Computer \$

Total Bill List \$ - 35,000.00

I hereby certify the foregoing to be a resolution adopted by the Township Council at a meeting held on November 2, 2015


 Julie Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD					X	
PERRY	X		X			
SIMONSEN		X	X			
CLARK			X			
BECK			X			

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

RESOLUTION #2015-321

TITLE: A RESOLUTION AWARDING HATCH MOTT MACDONALD AS ENGINEER FOR THE ROSEANN AVENUE/BAYSHORE ESTATES DRAINAGE AND STORMWATER MANAGEMENT IMPROVEMENTS PROJECT

WHEREAS, the Township of Lower solicited Quotes, from the list of prequalified Engineering Firms pre-approved via Resolution #2015-62; for the Roseann Avenue/Bayshore Estates Drainage and Stormwater Management Improvements Project; and

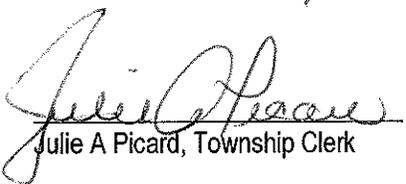
WHEREAS, three (3) proposals were received and reviewed by the QPA and Director of Public Works; and

WHEREAS, the term of this contract shall be until completion of the project as per the attached proposal in the amount not to exceed \$ 559,150 and the CFO has determined the funds shall be paid from the budget as follows:

Appropriation # 0-04-55-416-910 CFO Signature: 

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower that Hatch Mott MacDonald be awarded the above stated project for the price of not to exceed \$559,150.00

I hereby certify the foregoing to be the original resolution adopted by Township Council at a meeting held on November 2, 2015.


Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
PERRY	X		X			
SIMONSEN		X	X			
CLARK				X		
BECK				X		

Hatch Mott
MacDonald

Original
Hatch Mott MacDonald
833 Rt 9 North
PO Box 373
Cape May Court House, NJ 08210
T 609.465.9377 www.hatchmott.com

October 30, 2015
Via Hand Delivery

Ms. Margaret A. Vitelli, RPPS, QPA
Purchasing Agent
Township of Lower
2600 Bayshore Road
Villas, NJ 08251

**RE: Professional Engineering Services Proposal
Complete Roadway Reconstruction, Drainage Improvements and Pump Station
at Roseann Avenue/Bayshore Estates
Township of Lower, Cape May County, NJ
HMM No. 363798**

Dear Ms. Vitelli:

Please find enclosed herewith our proposal for professional engineering services for the above referenced project. We have provided a detailed breakdown of our scope of services below and have also attached the following information:

1. Revised Clarification No. 1 - Time Extension for Special Project 2015-04;
2. Completed Revised Proposal Form;
3. Map of the "Project Area" (Figure 1); and
4. Four (4) Project Briefs/References of similar projects completed by Hatch Mott MacDonald.

Based on the Hydraulic Study performed by our office, our review of the Township's Request for Quotes dated October 20, 2015, Clarification No. 1 received on October 27, 2015 and discussions at the Pre-Bid Meeting on October 22, 2015 we understand that various work efforts will be required within the "Project Area" identified in the attached Figure 1 and that the project will include the following construction work:

- Removal and replacement of the existing stormwater main in Roseann Avenue from approximately 100' east of Manhole M5 to the end of the existing outfall pipe located approximately 100' west of the westerly right-of-way line of Clearwater Drive. It should be noted that the stormwater main located in the existing irregularly shaped drainage easement on the south side of Roseann Avenue may or may not be removed depending upon the results of the topographic and utility location survey. **The proposed pipe shall be capable of handling the 5-year storm event;**
- Construct a below grade stormwater pump station to maintain the proposed system's design capacity during extreme tidal conditions. **The stormwater pumps will be designed to handle the 5-year storm flow when running simultaneously.** Based on a pre-design review of the stormwater flows, we anticipate that the stormwater pump station will contain two (2) 200 horsepower pumps capable of handling a total of 160 cfs of stormwater. This flow rate was

established during the stormwater modeling that was performed in preparation for our hydraulic study and was based on the size of the contributory watershed and the 24-hour rainfall for a 5-year storm as established by the National Oceanic and Atmospheric Administration (NOAA).

The pump station will also be designed to support H2O wheel loading and will be constructed with a grit chamber (accessible by the Public Works Department) to capture sediment generated in the upstream conveyance system prior to discharge by gravity or pressure. Both the gravity and force main discharges will be fitted with back flow prevention devices to ensure that high tidal conditions in Cox Hall Creek do not create a "recycling" pumping scenario;

- Provide a permanent backup generator to ensure operation of the pump station during times of electrical outages. Based on an initial review of the power requirements we anticipate that a **650kW - 800 kW** generator will be required. Based on this size of generator we anticipate a footprint of approximately **32'L x 9'W x 12'H**. Due to the generator's location in Flood Zone AE (Elev. 7) the generator will be located at a minimum elevation of 8.0 (NAVD88). It is anticipated that the permanent generator will be placed in the existing 30-foot wide drainage easement between two single-family dwellings. Due to the limited space available within the easement, the location of coastal and freshwater wetlands and the presence of the existing residential dwellings, siting of the generator will require significant involvement from the Township and the contiguous property owners for the final location of the structure.
- Tie in existing stormwater conveyance systems into the new stormwater main;
- Construct underdrains within the roadway to alleviate high groundwater conditions in the area adjacent to the roadway; and
- Full pavement reconstruction of Roseann Avenue from a point approximately 100 feet east of Manhole M5 through the Clearwater Drive intersection.

It is assumed that during the design phase of the project the Township will:

- Assist in providing traffic control during the utility survey (ground penetrating radar) and the performance of the geotechnical borings in Roseann Avenue;
- Assist in securing approval for work in the Cox Hall Creek watershed, if required.
- Arrange access to the existing drainage easements within the project area with the current property owners; and
- Perform test pits (two) during the ground penetrating radar work to increase the elevation accuracy of the results.

It is our intention to engage two sub-consultants on the project as follows:

1. Advanced Infrastructure Design, Inc. (AID). AID will provide ground penetrating radar services during the base mapping phase of the project to identify the horizontal and vertical location of all existing utilities within the project area.
2. Craig Test Boring Co., Inc. (CRAIG). CRAIG will perform geotechnical borings to determine existing soil profiles and characteristics throughout the project area.

All engineering and design work as well as construction inspection and administration services will be performed in house by qualified HMM staff.

Based on the above project understanding and assumptions we offer the following scope of work for the project:

Task 1	Design Phase Services
---------------	------------------------------

HMM will provide the following services under Task 1:

1. Topographic Survey, Utility Location & Base Map Preparation
 - Establish survey control for the site. The Horizontal Datum will be NAD83 and the Vertical Datum will be NAVD88. Four (4) permanent benchmarks will be established for use during the construction phase of the project;
 - Perform a topographic survey of the project area and adjacent cartways identifying all features required. Field survey (50-foot cross sections) of Roseann Avenue will be provided including sufficient information at all intersections to prepare the necessary construction plans. Spot elevations will also be provided at the location of all driveways, curbs, steps, etc.;
 - Perform a bathymetric survey of the project area located in Cox Hall Creek to support the design of the proposed outfall conduit protection/scour protection. It is our understanding that the Township owns the parcels in Cox Hall Creek adjacent to the properties fronting on Clearwater Drive (Block 494.01, Lots 18.01 & 19.01);
 - Establish the location of the 30-foot wide drainage easement on Block 494.27, Lot 9 and the irregularly shaped drainage easement on Block 494.26, Lots 14-20 in the field;
 - Map the existing coastal wetlands line and the field delineated freshwater wetlands line;
 - Locate existing visibilities and structures within the project area;
 - Perform a comprehensive subsurface investigation of the project area (where applicable) using Ground Penetrating Radar (GPR);

- Prepare topographic base mapping for the project area incorporating the data gathered from the survey work efforts identified above. The plan will be prepared using AutoCAD incorporating the above information on a 24" x 36" (D Size) or 30" x 42" (E Size) drawing;
2. Stormwater Conveyance System and Pump Station Design
- Utilizing the results of the hydraulic study and model performed in August 2015, HMM will prepare the appropriate design and construction details for the replacement of the existing stormwater main in Roseann Avenue with a 71" x 47" smooth wall corrugated pipe and a 64" stormwater outfall pipe. The new upgraded conveyance system will be designed to handle the 5-year storm event under non-tidal stormwater event backwater conditions;
 - Design the tie-ins of all existing stormwater conveyance systems into the new stormwater main;
 - Design an underdrain system in the new roadway at the gutter lines to provide for the collection and conveyance of groundwater localized in the areas adjacent to the curb lines;
 - To accomplish the proposed flood control objectives, HMM will provide hydraulic design services for the project's stormwater pumping station. This design will be based on the flow rates established during the feasibility study for the 5-year design storm as selected by the Township. Services will include working with the pump manufacturer to select pumps appropriate to the hydraulic conditions associated with stormwater pumping. This will include establishing the size and shape of the wet well, appropriate pump submergence levels, and on and off levels. The hydraulics of the pump discharges to the outfall pipe will be calculated to create a system head curve to overlay on the pump curve to determine operation points. This will ensure the pump operates effectively and efficiently for the Township.
 - Design requirements will be assessed for other appurtenant structures and equipment including force mains, valves, gates, check valves and pipe fittings. The appropriate equipment will be selected from available manufacturers and the selected product will be specified; this will serve as the basis for the layout of pumping station equipment. An option will be provided for the Contractor to submit equivalent equipment from alternate suppliers who can also meet the performance requirements. The Contractor will be responsible for any modifications to the overall station resulting from alternate equipment.
3. Structural / Geotechnical Evaluations and Designs
- In support of the structural design of the stormwater pipe and the foundations for the proposed precast concrete structures and generator, HMM will complete a subsurface evaluation consisting of three (3) soil borings: two (2) 30-foot deep borings along the alignment of the pipe to be replaced and one

(1) 40-foot deep boring at the proposed pump station between outfall I55 and storm manhole M13 at the intersection of Roseann Avenue and Clearwater Drive. The borings will be completed to evaluate constructability concerns related to pipe bedding preparation recommendations, as well as design of foundations for the pump station and backup generator. HMM will coordinate with the driller, geotechnical laboratory, and client staff for scheduling and site access.

- Our scope includes retaining a licensed drilling subcontractor, soils lab, as well as direct expenses. Each boring will be sampled continuously to target end depth. It is anticipated that the borings will be completed by a truck rig. Additionally, borings along the alignment on Roseann Avenue will be taken on the shoulder of the road and HMM assumes that the Township will assist in the coordination of no parking zones prior to the investigation. Removal of any fencing or other equipment for access is not anticipated as part of the scope. The estimate assumes the drilling subcontractor is allowed 8 hours of uninterrupted work per workday, and the program will be completed in one day.
- Upon completion of the soil borings and receipt of the data from the geotechnical laboratory, HMM will prepare a focused geotechnical memo/report. The geotechnical report will include soil properties, groundwater, bearing/settlement/design parameters for structural design and construction recommendations.
- HMM will provide an uplift analysis to determine the minimum thickness or uplift ballast design for the precast chamber, design of interior baffle walls within the chamber and analysis and design of an elevated generator platform. The generator will need to be supported on an elevated structure due to its location in a flood zone. The elevated structure will be comprised of a braced steel frame.
- The need for pile support for the new outfall pipe will also be evaluated based upon the geotechnical report and anticipated loadings. A pile support system will be designed if needed.

4. Soil Erosion and Sediment Control Plan & Details

- Prepare a Soil Erosion and Sediment Control Plan, Details and Notes, Application for Plan Certification Approval and the NJPDES General Permit "Request for Authorization (RFA)" to discharge stormwater. Hatch Mott MacDonald will prepare the required application forms and plans and submit the application packages to the District directly. Fees for the Plan Certification and RFA application and noticing to be paid for by the Owner.

5. Electrical Evaluations and Design

- Provide electrical design services for the new below grade stormwater pump station to be located within the existing drainage easement at the Roseann Avenue and Clearwater Drive intersection.
- Design electrical service, distribution and branch circuits to support the new pump station.
- Coordinate new electrical service with Atlantic Electric. It is anticipated that a new 3 phase, 480V secondary service is available and the utility company will run the primary feeders overhead and underground from a pole at the intersection of Clearwater Drive and Beachhurst Drive. It is also assumed that a new pole with pole mounted utility transformers will be installed on Clearwater Drive to support the new service.
- Design, size and specify a new Natural Gas/Diesel Generator. It is anticipated, based on the size of the pumps that will be required, that the approximate size of a **650kW - 800kW** Natural Gas/Diesel generator will be required to support the loads of this pump station. The approximate minimum dimensions of the sound attenuated enclosure and base fuel tank for the generator is approximately **32'L x 9'W x 12'H**. The exact size of the generator and enclosure as well as the location will be determined during the design phase of this project. The dimensions of the enclosure may increase as a result of the generator noise analysis.
- Provide Instrumentation and Controls design services for the new stormwater pump station inclusive of a dial out alarm system and support telephone service.

The following are assumptions that have been made when preparing our scope and costs for the electrical design component of this project:

- The pump station will have local controls that do not communicate outside of the pump station other than alarm transmission via a telephone circuit;
- Adequate secondary electrical service will be available from the electrical utility company; and
- Emissions permitting and sound analysis are required for this project.

6. Roadway Reconstruction Design

- Design new roadway grades and proposed elevations for the full depth pavement reconstruction of Roseann Avenue within the project area;
- Design new curb, gutter, sidewalk and driveway grades within the project area;

- Design ADA compliant handicap ramps at required locations;
- Prepare road reconstruction plans and profiles for the entire roadway alignment; and
- Prepare detail sheets and construction specifications based upon the NJDOT 2007 Standard Specifications for Road and Bridge Construction.

7. Permitting

- NJDEP CAFRA and Coastal Wetlands Permit

Under the NJDEP Coastal Permit Program Rules N.J.A.C. 7:7-2.2, a CAFRA permit shall be required for a Public Development. NJDEP correspondence dated October 27, 2015 confirmed that the project requires a CAFRA permit. Preliminary research also indicates that a portion of the outfall pipe is located within Coastal Wetlands regulated under N.J.A.C. 7:7-2.3. The following outlines our proposed scope of services for work included in securing the NJDEP CAFRA and Coastal Wetlands Permit;

- Research and review of existing site conditions to obtain necessary information in support of the preparation of a CAFRA permit application to the NJDEP;
- Assemble documents and prepare materials required for the preparation of a Coastal Zone Management (CZM) rules Compliance Statement in support of a combined CAFRA & Coastal wetlands application submission;
- Preliminary review indicates that potential Endangered or Threatened Wildlife or Plant Species on or abutting the project site. Therefore an Endangered or Threatened Wildlife or Plant Species Habitat Impact Assessment will be prepared in accordance with N.J.A.C. 7:7- 11.2 to demonstrate that identified species habitat would not be adversely affected by the proposed project;
- Request a certified Adjoining Property Owners list from the municipality and prepare public notifications to governmental agencies, newspaper and adjacent property owners as required;
- Communication, coordination and review of information to be submitted to the NJDEP with the Township;
- Monitor and respond to NJDEP information requests to deem application complete for final review; and
- Review of permit conditions relative to potential impacts on the Township/Project.

- Wetlands Delineation and NJDEP Freshwater Wetlands Permit Application
 - Perform background research and a site investigation to determine the extent of freshwater wetlands on the subject property. Freshwater wetlands shall be identified and delineated using the three-parameter approach (vegetation, soils and hydrology) as enumerated in the 1989 Federal Manual;
 - Concurrently, HMM will request a Natural Heritage database report from the NJDEP Office of Natural Lands Management. Receipt of the report will help determine if threatened and/or endangered species are present on or in the vicinity of the project area. The reported presence or absence helps determine the resource value classification for the wetlands and the associated transition area width;
 - In support of the design for reconstruction of the stormwater outfall and associated upgrades HMM shall prepare an application to the NJDEP for a combined Freshwater Wetlands General Permit and a Special Activity Transition Area Waiver for authorization of the outfall reconstruction and the associated pump station and generator. The permits shall be prepared and submitted to the NJDEP in accordance with the NJAC 7:7A-10.2, -10.4 & -10.5 and the NJDEP Checklists for Administrative Completeness including public notices as required. These permits will authorize construction activities within the wetlands transition areas.
 - Should the site investigation require HMM to perform work on property or adjacent properties not owned or controlled by the applicant, the client must provide access to these private properties prior to HMM performing a site investigation. For example, by providing written notice to the property owners that HMM may be accessing their property to investigate for freshwater wetlands.
 - Observation points (soil borings) and wetland points shall be flagged in the field using pink survey ribbon.
- NJDEP Air Quality Permit

Based on the anticipated size of the permanent generator identified herein, HMM will prepare and submit an application for an Air Quality General Permit 005A/B from the NJDEP. This permit allows for the construction/installation and operation of a single emergency generator burning distillate/gaseous fuel with a maximum rated heat input to the burning chamber of less than 100 MMBTU/hr/70MMBTU/hr.

NJDEP application fees are not included in this cost proposal and shall be the responsibility of the client/applicant.

8. Contract Plans, Specifications & Engineer's Estimate

- Prepare Contract Plans and Specifications for the public bidding of the project;
- Provide fifteen (15) copies of the Contract Plans and Specifications and a CD at the final design stage of the project; and
- Provide an Engineer's Estimate of Construction at the final design stage of the project.

We propose to complete the scope of work outlined above (**Task 1**) for the lump sum amount of **\$258,000**.

We anticipate that the design (**Task 1**) will be completed within one-hundred and eighty (180) calendar days from receipt of authorization to proceed from the Township.

Task 2

Bid Phase Services

HMM will provide the following services under Task 2:

- HMM will assist the Township with the bidding process. It is assumed that the Township will advertise and assume advertising costs for the notice to bidders;
- Respond to potential questions and requests for additional information from Contractors bidding on the project;
- Prepare any addenda or clarification memos resulting from bidders' inquiries during the bidding phase. Report to the Township when clarifications and interpretations of the Contract Documents are needed and transmit to the Township clarifications and interpretations to be issued to prospective bidders;
- Attend the bid opening;
- Furnish a Bid Report that summarizes the information in the bids received and provide recommendations for the award of the Contract based upon input received from references and review of bid forms. (It is assumed the Township will contact Contractors' references and perform a legal review of the bidder's documents – bonds, technical completeness, compliance with public bidding laws, etc.).

HMM's proposal for Bid Phase Services is based upon one round of bidding. If for any reason, other than an error on the part of HMM, additional round(s) of bidding are required, those additional services will be considered beyond our original scope of services.

We propose to complete the scope of work outlined above (**Task 2**) for the lump sum amount of **\$4,950**.

Task 3 **Construction Administration Services**

HMM will provide the following services under Task 3:

- Following Bid and Award HMM will revise the contract bid documents (plans, contract documents and specifications) to incorporate all clarifications and addendum details issued during the bidding process.
- Prepare Pre-Construction meeting agenda, coordinate and attend pre-construction meeting and prepare meeting minutes;
- Perform shop drawing review of construction materials to be submitted by Contractor;
- Prepare Contractor's applications for payment;
- Provision of contract and construction oversight by the Project Manager and other licensed engineers in the various disciplines required.

We propose to complete the scope of work outlined above (Task 3) for the lump sum amount of \$118,100.

Task 4 **Construction Observation Inspections**

HMM will provide the following services under Task 4:

- Perform full time inspection of the construction to be performed by the Contractor. It is assumed that the construction contract period for this project will be two hundred and seventy (270) calendar days with an anticipated one hundred ninety (190) 8-hour days of full-time on-site inspection. Our inspectors are certified National Institute for Certification in Engineering Technologies (NICET) Level III/IV inspectors who have provided construction observation on various municipal infrastructure projects;
- Inspect contractor's work on a daily basis, ensure compliance with materials being incorporated into the project, and verify that construction practices comply with requirements of specifications and plans. Keep representatives of the Township informed of progress and potential issues;
- Maintain project documentation. Keep daily contract diary, author daily inspection reports and keep construction plans updated with daily as-built information recorded. Maintain log of working days and weather conditions;
- During construction: take appropriate progress photographs to document conditions and issues. Review monthly, contractor submitted work schedules and provide comments to the Township. Monitor work to ensure that work progresses is in agreement with staging plans, work schedules and overall contract requirements;

- Verify that materials and construction techniques comply with contract requirements;
- Coordinate and communicate on daily basis with area residents. Advise of immediate and future construction schedule and potential disruption of traffic flow, access to property, etc. Coordinate with the contractor and the Township to keep disruption to public at minimum;
- Maintain daily pay book of contract pay quantities. Meet with contractor and agree on monthly pay requisition quantities. Verify requisition forms, quantities and timely submission to the Township for processing;
- Monitor work progress. Record any changes in contract conditions and advise owner. Keep records of potential extra work/claim situations and/or contract reductions/credits. Prepare periodic change orders and justification thereto;
- Prepare punch list of items requiring attention for contract closeout;
- Measure and agree on as-built quantities with contractor; and
- Perform final inspection and project closeout services.

Based on the anticipated construction period and the assumptions identified above, we anticipate a **budget of \$170,600** for (Task 4) will be required for construction inspection services.

Estimated Expenses for Task 4			
Labor	Personnel	Rate	Total
1,520 hours	NICET III/IV Inspector	\$107.58	\$163,522
Expenses (Mileage, Printing, Equipment, etc.)			\$7,078
Total			\$170,600

Task 5	Electrical/Structural/Mechanical Specialty Inspections
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HMM will provide the following services under Task 5:

- Perform specialty inspections (electrical, structural, mechanical) of specific construction activities as required during the construction phase of the project; and
- Coordinate specialty inspections with the lead inspector and project manager.

Based on the anticipated construction items that will require specialty inspections, we anticipate a **budget of \$7,500** for (Task 5) will be required for construction inspection services.

Estimated Expenses for Task 5			
Labor	Personnel	Rate	Total
16 hours	Electrical Inspector	\$143.50	\$2,296
16 hours	Structural Inspector	\$115.50	\$1,848
16 hours	Mechanical Inspector	\$115.50	\$1,848
Expenses (Mileage, Printing, Equipment, etc.)			\$1,508
Total			\$7,500

The scope of work for Tasks 4 and 5 has been based on a two hundred and seventy (270) calendar day construction contract with an anticipated one hundred ninety (190) 8-hour days of full-time on-site inspection. However, we have no control over the contractor's performance of the construction work and we will notify the Township when billings reach 80 percent of the construction observation budget and advise on whether the remaining funds are adequate to complete the work and, if not, how much additional funds will be necessary to complete the work.

* * * * *

FEE SUMMARY			
Scope Of Work	Description	Payment Method	Cost/Budget
Task 1	Design Phase Services	Lump Sum	\$258,000
Task 2	Bid Phase Services	Lump Sum	\$4,950
Task 3	Construction Administration Services	Lump Sum	\$118,100
Task 4	Construction Observation Inspections	Reimbursable (as incurred)	\$170,600
Task 5	Electrical/Structural/Mechanical Observation Inspections	Reimbursable (as incurred)	\$7,500
TOTAL			\$559,150

The following is a summary of project tasks that have been excluded from Hatch Mott MacDonald's scope of design services. These tasks, if required, are assumed to be the owner's responsibility:

- Landscaping & Lighting Designs
- Preparation of permit application forms, other than included above
- Legal noticing and project notifications, other than listed above
- Land easement/acquisition or legal services
- Application Fees, Certification Fees, Permit Fees (to be paid by Owner)
- Off-tract improvements, studies and investigations
- Any other Local, County or State Permit acquisition unless specifically noted herein.
- Surveys and Existing conditions outside the project area
- Threatened or Endangered Species studies
- Wetlands Mitigation Plans

Contract: Hatch Mott MacDonald will perform this work under our "Agreement for Professional Engineering Services" with the Township of Lower dated January 5, 2015.

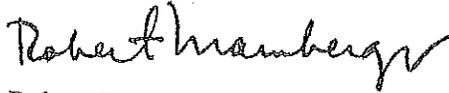
Invoicing: Compensation for Tasks 1, 2 & 3 of this project shall be on a lump sum basis and the Township shall be invoiced on a percent complete basis.

Compensation for Task 4 & 5 of this project shall be based upon a reimbursable method of compensation for the actual time required and at the actual hourly rates identified in Tasks 4 & 5 for the individual(s) that may be employed during the construction phase as requested by the Township.

We thank you for the opportunity to provide this Scope of Work for the roadway and drainage improvements to Roseann Avenue. Should you have any questions regarding the above information or should you wish to discuss this proposal in more detail, please do not hesitate to contact this office.

Very truly yours,

Hatch Mott MacDonald, LLC



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MRS

encl.

cc: Eric C. Betz, PE, BCEE, CME, Vice President, HMM
Steven C. Morey, CEP, HMM, Associate

TOWNSHIP OF LOWER

2600 Bayshore Road
Villas, New Jersey 08251



(609) 886-2005

Revised Clarification #1
TIME EXTENSION FOR:
SPECIAL PROJECT 2015-04

DATE: October 20, 2015

PROJECT TITLE: Complete Roadway Reconstruction, Drainage Improvements and Pump Station at Roseanne Avenue/Bayshore Estates

SERVICES REQUIRED: Design, Bid, Construction Administrative and Inspection Services

NON-MANDATORY PRE-BID MEETING: Thursday, October 22, 2015 at 11:00 a.m. at Township of Lower Municipal Building

QUESTIONS: Must be in writing and submitted to Margaret Vitelli, QPA via email to mvitelli@townshipoflower.org by: Monday October 26, 2015 at 10:00 a.m.

RESPONSE TO QUESTIONS: The Township will provide answers to any questions that were submitted in writing by: Wednesday October 28, 2015.

PROPOSALS DUE: Monday November 2, 2015 11:00 a.m. Prevailing Time

DESCRIPTION: Roseanne Avenue located in Bayshore Estates of Lower Township was constructed and developed in the mid 70's. The area has had continued issues with stormwater and underwater flooding in certain areas. The Township previously hired Hatch Mott and MacDonald to investigate and report the following tasks:

1. Field Survey of Stormwater System and Contributory Watershed
2. Stormwater System Mapping
3. Hydraulic Analysis
4. Materials Sampling and Testing
5. Stormwater Diving Inspection (Exhibit B)

Based on the findings the in the August 2015 Hatch Mott MacDonal Report (Exhibit A), Township Council has supported their recommendation of Alternate 3 which will replace the existing CMP corrugated metal pipe with "smooth" wall 71" x 47" CMP, adding a Pumping Station with complete roadway reconstruction based on the new design. The location of the future pump station has been determined by the report to be in the proximity of Clearwater and Roseanne Avenue of Lower Township. Proposals shall include a scope of services for a complete roadway reconstruction and drainage improvements to Roseanne Avenue.

SERVICES REQUIRED: The Township is seeking a proposal for Engineering Services to provide a scope of service to include but not limited to the Design, Permit applications, Contract Plans, specifications, Construction Administration and professional inspections for a complete roadway reconstruction and drainage improvements on Roseanne Avenue.

1. Design Phase to include complete Roadway Reconstruction and Drainage Improvements but not limited to:
 - a. Topographic Survey and Base Map Preparation of Construction Area
 - b. Utility Location in Construction Area (Ground Penetrating Radar)
 - c. Stormwater Design - Trunkline
 - d. Stormwater System Modifications & Underdrains in Roseann Avenue
 - e. Geotechnical Investigation & Design
 - f. Structural Design - Gravity Chamber
 - g. Scour Pad Design

Time Extension Special Project 2015-04 Roseanne/Bayshore Estates . Due Monday November 2, 2015 11:00

(Continuation of Design Phase list)

- h. Preparation of Contract Plans and Specifications
 - i. Land Surveying - Temporary Construction Easements
 - j. Structural Design - Pump Station Chamber
 - k. Electrical Design Pump Station including backup Generator
 - l. Pump Station Design
 - m. Permanent backup Generator Design
 - n. Roadway/Pipe/Sidewalk/curbing complete reconstruction design
 - o. Apply for State and Federal Permits (\$30,000)
 - p. Cape Atlantic Soil Conservation District Certifications (\$4,000)
2. Construction Administration and Inspections
- a. Bid Services
 - b. Construction Administration
 - c. Construction Observation
(Include the amount of hours and hourly rate)
 - d. Electrical/Structural/Mechanical Specialty Inspections
(Include the amount of hours and hourly rate)
3. Estimated Engineering Contract period in days.
4. Estimated Construction Contract period in days.
5. References:
- a. Include listing of current/past projects similar in size and services. Direct contact information (telephone/email) to verify referencés.

Please provide any and all information you propose that would complete the scope of work.

Margaret Vitelli, QPA
886-2005 x123
mvitelli@townshipoflower.org

END OF SPECIFICATIONS

2600 Bayshore Road
Villas, New Jersey 08251



Incorporated 1798
(609) 886-2005

Special Engineer Project #2015-04
Clarification #1 Roseanne/Bayshore Estate Project

1. Can I get a copy of the overall survey that was completed for the area?
 - a. Copies of HMM Storm Sewer Survey were emailed (Map 1 & 2).
2. Request a copy of the engineers cost estimate.
 - a. Upon consultation with our Township Solicitor, I have been directed to include the cost estimate that was included in Hatch Mott MacDonald's Bayshore Estates Stormwater Investigation Study. Exhibit C
3. Clarification of construction areas of Project/Road reconstruction.
 - a. The scope of work is from Manhole M-5 through Clearwater.
 - b. Manhole M-5 is 575 feet West in the proximity of Deborah and Roseanne Avenue.
4. Location of the Permanent Generator type of service requested.
 - a. Natural Gas will supply the permanent generator and will be located in the vicinity of Clearwater and Roseanne.
5. Permits and Fees
 - a. We are requesting a list of all Permits that each Engineer will be including in their price. Your price will include the cost of the preparation and execution of each permit. The Township of Lower will be responsible for any fees for said permits.
6. Engineers time frame to complete Design Phase of project.
 - a. The Township would prefer a 180 Day completion timeframe, but is requesting an amount of days in the revised proposal page from each engineer.

Prepared by:
Margaret Vitelli, QPA and Gary Douglass, Director of Public Works 10/27/2015

Time Extension for Engineers Special Project 2015-04

REVISED PROPOSAL FORM

TITLE:

Engineering Services for Complete Roadway Reconstruction, Drainage Improvements and Pump Station at Roseanne Avenue/Bayshore Estates

The undersigned proposes to furnish and deliver the above goods/services pursuant to the specification and made part hereof:

1. Design Phase: \$ 258,000

2. Construction Administration:

Bid Services \$ 4,950
Construction Administration \$ 118,100
Construction Observation Inspections
Total Price \$ 170,600
Per Hour Rate \$ 107.58
Amount of Hours included 1,520

Electrical/Structural/Mechanical Observation Inspections
Total Price \$ 7,500
Per Hour Rate \$ 143.50 (Elec), \$115.50 (Struct/Mech)
Amount of Hours included 16 (Elec), 32 (Struct/Mech)

Total Price including Design Phase/Construction Administration/Total Inspections

Total \$ 559,150

Amount in numbers
Five Hundred Fifty Nine Thousand One Hundred Fifty Dollars
Amount in words

3. Estimated Contract period for Design Phase in days as per Clarification #1 180 calendar
(Engineering Services; Design, Permit Applications, Bid Specifications etc.)

4. Estimated Contract period for Construction Phase in days 270 calendar
(Upon award of contract)

5. List all Permits that are included in your proposal
NJDEP CAFRA Individual Permit, Coastal Wetlands Permit, Freshwater Wetlands/
Transition Area Waiver Permit, Air Quality General Permit 005A/B, Cape
Atlantic Conservation District Plan Certification, NJDEP Stormwater Construction
Permit (5G3-NJ0088323)

6. List of References on a separate sheet. SEE ATTACHED PROJECT BRIEFS/REFERENCES

Hatch Mott MacDonald
Company Name 16-1006700
Federal I.D. # or Social Security #

P.O. Box 373, Cape May Court House, NJ 08210
Address

Mark R. Sray
Signature of Authorized Agent Mark R. Sray, P.E., C.M.E.
Type or Print Name

Title: Senior Associate

609.465.9377
Telephone Number
609.465.5270

October 30, 2015
Date
mark.sray@hatchmott.com
E-mail address

Fax Number

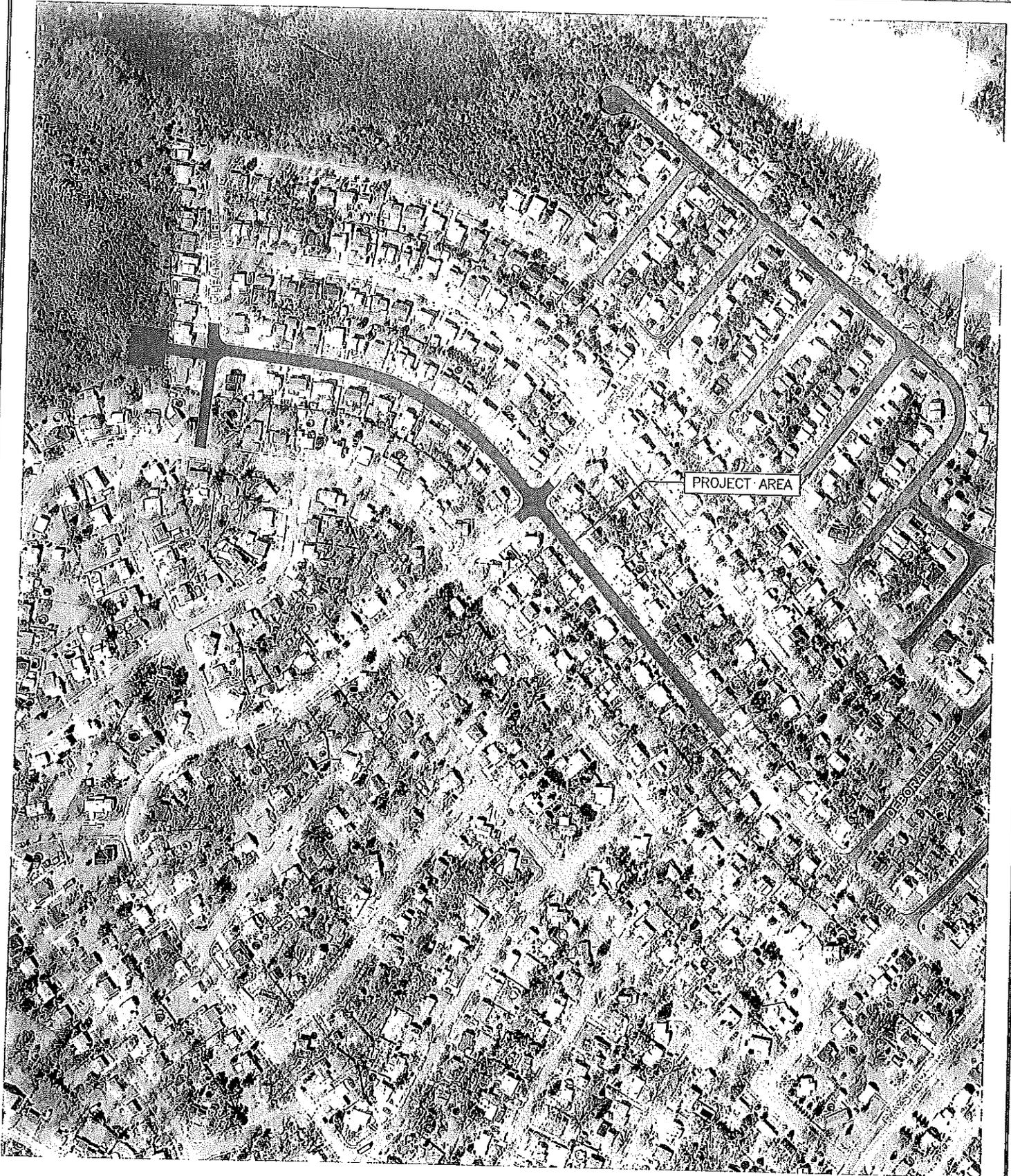
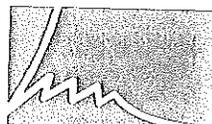


Figure 1 – Project Area

"Complete Roadway Reconstruction,
Drainage Improvements and Pump Station
at Roseann Avenue/Bayshore Estates"



**Hatch Mott
MacDonald**

Certificate No. 24GA28016600

Location

Essex County, NJ

Client

Millburn Township

Project Type

Storm Water

Services

Design, Bid and Construction
Phase Services

Duration

Start date: July 2014

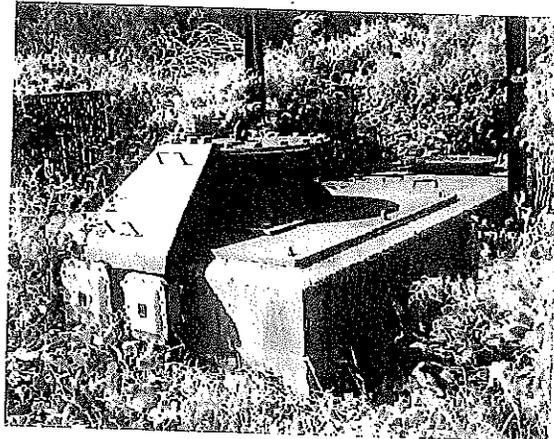
End date: July 2017

Construction Cost

\$3.5 million

Project Description

Backwater from the East Branch of the Rahway River has historically caused localized flooding of residential properties in the low-lying South Mountain Estates section of the Township. A series of stormwater management projects is being undertaken by the Township to mitigate flooding of properties. The expansion of the Gilbert Place Stormwater Pumping Station is one of those projects.



During the 1990s, a single, 30 cfs, 75-hp submersible propeller pump was installed in a previously constructed below-grade concrete pump chamber, located at the end of Gilbert Place, to eliminate the need for lowering a portable pump during storm events. Presently, the pump station will be expanded to more than triple its capacity.

Two additional submersible propeller pumps, each rated 35 cfs, with 135-hp motors, will be installed in a new below-grade concrete structure. The new and existing structures will be hydraulically connected. The expanded station will have a rated capacity of 105 cfs, which is the conveyance capacity of the incoming 48-inch x 76-inch gravity storm drain.

Site constraints are a major challenge for this project. The site is adjacent to private residential properties, property that is encumbered by Green Acres, and a utility corridor containing sanitary interceptors owned by the Joint Meeting of Essex and Union Counties. A single lot exempt from Green Acres will be the site of the new construction. Easements will be required from nearby property owners for both electrical facilities and for the twin 24-inch diameter force mains. Standby power will be provided by a permanent, onsite diesel generator.

A second stormwater pump station, consisting of two submersible, non-clog, 12 cfs pumps, will be constructed about 400 feet from the Gilbert Place expansion. This station will serve a separate area of the Township. Power to this station will be supplied by the expanded Gilbert Place Pump Station. Thus the two stations are combined into a single project.

HMM Role

HMM is the prime consultant and will provide planning, design, permitting, and construction management services for this project. The project requires field surveys, civil/process/mechanical design work, structural design, and electrical design. HMM has held periodic meetings with the Township to review progress plans, update the design concepts as needed, and assist with obtaining easements as required for the project.

A major design consideration for HMM was the need to work within a limited footprint and avoid impacts on residential and Green Acres areas. The electric utility, JCP&L, has expressed concerns over the impacts of pump inrush current on the adjacent residences, as the nearby electrical substation is old, with lower capacity than the more current substations.

Highlights/Benefits

When the project is completed, flooding of the surrounding low lying areas should be eliminated or greatly reduced. Utilities and residences will be spared the expense and inconvenience of periodic flood damage. All Green Acres areas disturbed by the construction will be restored to their original condition.

Cranford Phase 2 Stormwater Pumping Station

Location

Cranford Township
Union County, NJ

Client

Cranford Township

Reference

Terence Wall, MPA, RMC,
QPA
Township Administrator
908.709.7205

Project Type

Stormwater
Pumping Station

Services

Surveying
Analysis and Design
Permitting
Funding Application
Construction Services

Duration

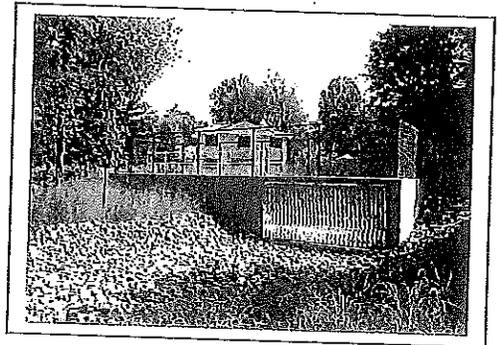
Start date: March 2007
End date: December 2008

Construction Cost

\$4,630,000

Project Description

The purpose of the project was to provide improvements to the existing stormwater facilities in the northern part of the Township. This proposed project is Phase 2 of a five-phase project developed by Hatch Mott MacDonald for the Township of Cranford with the objective of alleviating current flooding problems along the Rahway River. The Phase 2 project area is along the east bank of the Rahway River which is almost entirely a residential neighborhood with numerous homes within the flood prone area. Levees were constructed along the river in the 1950s to provide flood protection from the overtopped river banks. However, with the levee system in place, the low-lying areas within the project site can not drain by gravity when the adjacent river stage is high. Therefore the need for a pump station was necessary to drain the low-lying areas from local stormwater runoff.



The Phase 2 work consisted of the construction of a 180 cfs stormwater pumping station and the construction of storm sewer interconnections to convey the stormwater to the pump station. The pump station is equipped with five 36 cfs submersible pumps with 30" diameter discharge pipes that lead to an outlet headwall structure that is situated on the river side of the levee system. The exterior of the pump station was designed to blend in with the surrounding residential neighborhood.

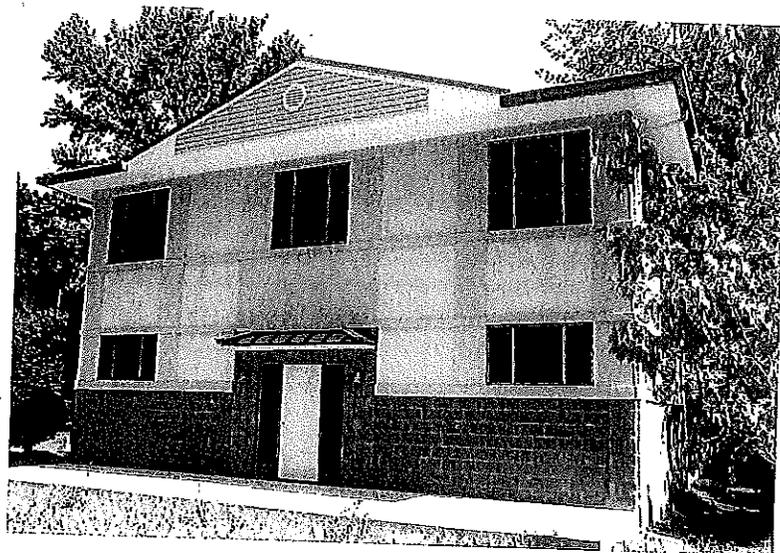
HMM Role

As the prime consultant to the Township of Cranford, HMM provided the following services:

- ◆ Survey
- ◆ Analysis and design
- ◆ Plans and Specifications
- ◆ Permits
- ◆ Construction Phase Services

Project Highlights

- ◆ Construction of a 180 cfs stormwater pump station with interconnecting sewers.
- ◆ Provides structural, environmental, and recreational enhancements to the project area.
- ◆ Pump Station was designed to blend in with the surrounding residential neighborhood.
- ◆ Project was completed within budget.



Location

City of Elizabeth

Client

City of Elizabeth
Department of Public
Works

Reference

John F. Papetti, Jr.
Director of Public Works
908.820.4101

Project Type

Stormwater, Flood
Mitigation, Sewer
Separation

Services

Design, permitting,
bidding, and construction
management

Duration

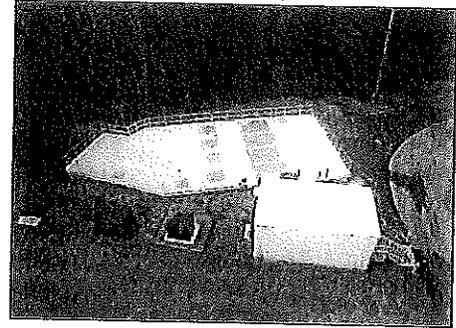
Start date: March 2010
End date: August 2011

Construction Cost

\$6,400,000

Project Description

Verona Avenue/Gebhardt Avenue of City of Elizabeth experienced flooding due to the bowl-like configuration of the area, and lack of adequate drainage. Project involved the design and construction of a storage conduit to store storm water that would otherwise flood the area, and convey it through a control structure to a pumping station where the stormwater would be discharged to a branch of Trotters Brook, a tributary to the Elizabeth River. Additional storm drainage structures were also included, along with the separation of existing drainage structures from the combined sewer system.



The project comprised of a stormwater collection system, 1,300 linear feet of 6.5'W X 7'H concrete box storage conduit, flow control structure, 48" conveyance pipe, 80 cubic feet per second capacity pumping station, discharge structure and drainage swale.

HMM Role

HMM was selected in 2009 to provide engineering design, permitting and construction management for the modifications to the storm sewer system. The project required extensive permitting including: freshwater wetlands, flood hazard area permit and the lifting of a deed restriction on the Kean University property the project was planned for. The design of the project also required coordination between several share holders; the City of Elizabeth, Kean University, NJDEP-DLUR, N.J. Office of the Attorney General, New Jersey Department of Community Affairs (NJCA), Union Township Fire Department, and the NJEIT. The design of the project in the wetlands area needed to minimize the disturbance of the wetlands and transition areas. Storage needed to be accomplished within City ROWs. The design of the project incorporated an emergency access to the Kean University campus along the route of the conveyance pipe.

Construction of the facilities needed to comply with permit restrictions for work within the stream, and to minimize disturbance to students housed with the Kean University Dormitories. Construction of the facilities within City streets had to overcome aged water and gas utilities, and connections, rock excavation, and the need to provide access to the residential homes along the route.

The project was funded through the NJEIT, with ARRA funding being provided for the project. HMM coordinated the submission of the required documents between the Contractor and the NJEIT, ensuring compliance with the Davis-Bacon requirements, and providing verification required under the By-American Clause of the ARRA funding.

Highlights

- ♦ Coordination between multiple shareholders
- ♦ Successful lifting of the existing deed restriction, in cooperation with the NJ Office of the Attorney General
- ♦ Project had minimal disturbance of the wetlands and transition areas
- ♦ Alternate power feed, eliminating need for generator by dormitories
- ♦ ARRA funding of the project, as managed by the NJEIT
- ♦ Solution to 70 years of flooding in the adjacent residential area of the City of Elizabeth

Reconstruction of the 15th Street Pump Station

Location
Cape May County, NJ

Client
Avalon Borough

Reference
Scott Wahl
Business Administrator
609.967.5917

The Borough of Avalon is a barrier island community which experiences seasonal fluctuations in population. The large increase in summer population places a burden upon infrastructure. In an agreement reached between the Cape May County Municipal Utilities Authority (CMCMUA) and the Borough, the 15th Street Pump Station was converted into a regional connection point, including the construction of a new 12" diameter force main and connection to the CMCMUA's existing twin 14" diameter force mains in Ocean Drive.

The 15th Street Pump Station is located on a small lot on the northeast corner of 15th Street and Dune Drive in a predominantly residential area. The Department of Public Works (DPW) garage borders the site to the north and the DPW driveway borders it to the east. The site is approximately 65 feet by 79 feet. Given these site constraints and those imposed by local zoning regulations of the Borough, the modifications to the pump station were uniquely challenging.

The pump station substructure was evaluated as structurally sound but requiring repairs, and the superstructure was evaluated as requiring replacement due to structural and water damage. The original 15th Street sanitary sewer pump station was constructed in 1957 and was approximately 33 years old at the time of its replacement. The station was originally equipped with two 10 HP pumps and one 15 HP pump, which had been upgraded during the life of the station to two 30 HP pumps and one 40 HP pump running in parallel. The proposed design of the pump station included improvements to bring the station into compliance with present NJDEP regulations and provide reliable capacity to the year 2020.

To meet the demands and constraints of the site, the following improvements were completed:

- ◆ Superstructure - removed in its entirety and replaced with a new insulated block structure with rot resistant wood siding, U.L. classified roof with a wood framing system and numerous updated architectural treatments.
- ◆ Substructure - refurbishment of the wet and dry well to accommodate new pumping systems, metering system, associated piping, ventilation, and odor control systems.
- ◆ Site Work - new fencing, grading, paving, process piping and surface improvements, in addition to elevating the site for flood protection.
- ◆ Electrical - completely replaced with the addition of an auxiliary power emergency generator and automatic transfer system.
- ◆ Pumping Equipment - two (2) self priming, variable speed, 100 HP centrifugal pumps, capable of pumping 705-2200 gpm, were installed.
- ◆ Force Main - a 12" diameter cement lined ductile iron pipe was installed, which provided valving to divert flow to either of the two (2) existing CMCMUA 14" diameter force mains. The force main was provided with a state of the art polyethylene wrap system for protection against aggressive soils with high H₂S concentrations.

Unique design features and solutions incorporated in this project were:

- ◆ Pumping into a regional force main with varying conditions.
- ◆ Meeting the requirements of a system with a wide range of average daily flows due to variance of winter and summer population.
- ◆ Construct project without interrupting normal service.
- ◆ Create a self-priming pump station scheme from the existing flooded suction station design through development of new interim floor elevation on dry well side of station.
- ◆ Create an operator service-oriented wet well from the existing wet well, with new operating platforms and alternating step design access system meeting current regulations.

Construction of the 15th Street Pump Station was completed in October, 1991. The reconstruction of the 15th Street Pump Station provides the Borough of Avalon with a sewage pump station meeting current NJDEP requirements and future handling capacities. In addition, the client's requirements of providing capacity to the year 2020, utilizing the existing substructure for cost savings, minimizing land disturbance and creating an aesthetically pleasing building to blend with the residential neighborhood were achieved.

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

RESOLUTION # 2015-322

TITLE:

A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12

WHEREAS, the Township Council of the Township of Lower is subject to certain requirements of the Open Public Meetings Act, N.J.S.A 10:4-6, et seq.; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Township Council of the Township of Lower to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

_____ (1) Matters Required by Law to be Confidential: Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.

_____ (2) Matters Where the Release of Information Would Impair the Right to Receive Funds: Any matter in which the release of information would impair a right to receive funds from the Government of the United States.

_____ (3) Matters Involving Individual Privacy: Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information, relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.

X _____ (4) Matters Relating to Collective Bargaining Agreement: Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body. **ALL BARGAINING UNITS**

_____ (5) Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds: Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.

_____ (6) Matters relating to Public Safety and Property: Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations of possible violations of the law.

_____ (7) Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege: any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.

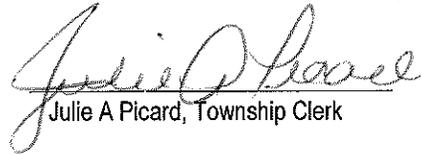
_____ (8) Matters Relating to the Employment Relationship: Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.

_____ (9) Matters Relating to the Potential Imposition of a Penalty: Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party bears responsibility.

NOW, THEREFORE, BE IT RESOLVED by the Township council of the Township of Lower, assembled in public session on November 2, 2015 that an Executive Session closed to the public shall be held on this date at Approximately 8:11 P.M. in the Conference Room of the Township Hall, 2600 Bayshore Road, Villas for the discussion of matters relating to the specific items designated above.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Township Council that the public interest will no longer be served by such confidentiality.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 2, 2015.


Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
PERRY	X		X			
SIMONSEN		X	X			
CLARK			X			
BECK			X			