

## Signed Resolutions - February 18, 2026

- Res. #2026-92 Authorization for the Payment of Vouchers \$ 526,296.28
- Res. #2026-93 A Resolution Appointing James Craft as Chief Financial Officer for the Township of Lower
- Res. #2026-94 Authorization for Refund of Taxes
- Res. #2026-95 Transfer of 2025 Appropriations
- Res. #2026-96 Identifying Small Cities Fair Housing Officer (Township Manager)
- Res. #2026-97 A Resolution Appointing Robert Osborn as the Qualified Purchasing Agent for the Township of Lower Pursuant to N.J.S.A.40A:11-9
- Res. #2026-98 A Resolution Amending Resolution #2026-35; Authorizing the Qualified Purchasing Agent of the Township of Lower to Award Contracts Exceeding \$17,500 and Under the Current Bid Threshold Establishing Quote Requirements and Confirming Related Purchasing Authority
- Res. #2026-99 A Resolution Amending Resolution #2026-44 to Designate a Public Agency Compliance Officer for the Township of Lower
- Res. #2026-100 Re-appointment to the Recreation Advisory Board (E.Collins)
- Res. #2026-101 Contract Award to RAVE Mobile Safety for Alerts for Public Safety
- Res. #2026-102 Renewal of Trailer Park Licenses for the Year 2026
- Res. #2026-103 Authorizing Payout of Terminal Leave (D.Sherno)
- Res. #2026-104 Appointments to the Zoning Board of Adjustments
- Res. #2026-105 Bid Acceptance and Contract Award for Public Works Building Replacement (Aliano Bros \$3,538,860.00)
- Res. #2026-106 Approving a Professional Service Contract with DeBlasio & Associates for Construction Phase Services of the Lower Township Public Works Building Project (LT-C-048.01)
- Res. #2026-107 Bid Acceptance and Contract Award for Construction and Zoning Building Roof Replacement and HVAC Improvements
- Res. #2026-108 Approving a Professional Service Contract with Remington & Vernick Engineers for the Construction Management Phase of the Roofing Replacement Project at the Township of Lower Construction & Zoning Building
- Res. #2026-109 A Resolution Authorizing a Loan Application to the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank, to Fund Improvements to the Township's Sanitary Sewer System and Roadway Restoration Projects

*Resolution #2036-92*

Ranges		Item Status	Purchase Types	Misc					
<i>Range: First to Last</i>		<i>Open: N</i>	<i>Bid: Y</i>	<i>P.O. Type: All</i>					
<i>Rcvd Batch Id Range: First to Last</i>		<i>Void: N</i>	<i>State: Y</i>	<i>Include Project Line Yes</i>					
		<i>Paid: N</i>	<i>Other: Y</i>	<i>Items:</i>					
		<i>Held: Y</i>	<i>Exempt: Y</i>	<i>Format: Condensed</i>					
		<i>Aprv: N</i>		<i>Include Non-Budgeted: Y</i>					
		<i>Rcvd: Y</i>		<i>Vendors: All</i>					
Vendor #	P.O. #	PO Date	Name	Description	Status	Amount	Void Amount	Contract	PO Type
00153			ATLANTIC CITY ELECTRIC*						
26-00364		02/11/26	JANUARY 2026 ST. LIGHTS		Open	\$49,482.31	\$0.00		
26-00368		02/11/26	ATLANTIC CITY ELECTRIC JAN 26		Open	\$17,175.62	\$0.00		
						<b>Vendor Total:</b>	<b>\$66,657.93</b>		
00419			RICHARD M BRASLOW, ESQ						
26-00257		01/28/26	FS legal 2.9 hr		Open	\$797.50	\$0.00		
00432			MICHAEL BROGAN						
26-00354		02/10/26	MEDICAL CLAIMS		Open	\$254.00	\$0.00		
00784			CAPE MAY STAR & WAVE						
26-00271		01/28/26	Online Legal Ad 1/21/2026		Open	\$100.00	\$0.00		
26-00335		02/09/26	Legals - 1/28		Open	\$241.00	\$0.00		
						<b>Vendor Total:</b>	<b>\$341.00</b>		
00818			CENTER LINE SERVICES, LLC						
26-00313		02/05/26	1/25/26 SNOW REMOVAL SERVICES		Open	\$3,300.00	\$0.00		
01075			COPIERS PLUS*						
26-00161		01/21/26	INK FOR DUPLICATOR		Open	\$85.00	\$0.00		
01171			VERIZON WIRELESS - TOWNHALL						
26-00321		02/06/26	VERIZON IPHONE #723051842-0001		Open	\$1,331.09	\$0.00		
01196			H A DEHART & SON*						
26-00127		01/15/26	PARTS FOR VEHICLES/DPW		Open	\$1,340.07	\$0.00		
01224			DKC CONTRACTORS LLC						
26-00311		02/05/26	1/25/26 SNOW REMOVAL SERVICES		Open	\$15,250.00	\$0.00		
01389			EDDIE'S AUTO BODY						
25-02958		11/12/25	INSURANCE DEDUCTIBLE		Open	\$1,000.00	\$0.00		
01585			ALBERT FLITCROFT						
26-00365		02/11/26	MEDICAL CLAIMS		Open	\$1,595.21	\$0.00		
01643			WILLIAM GALESTOK						
26-00332		02/09/26	EQUIPMENT ALLOWANCE		Open	\$118.99	\$0.00		
01730			GTBM INC.*						
26-00189		01/21/26	ICOP BACKTRACE ANNUAL RENEWAL		Open	\$2,016.00	\$0.00		
01741			GENTILINI CHEVROLET, LLC ~						
26-00142		01/21/26	PARTS FOR TRUCKS/DPW		Open	\$509.27	\$0.00		
26-00334		02/09/26	TRUCK 15/DPW		Open	\$89.51	\$0.00		
						<b>Vendor Total:</b>	<b>\$598.78</b>		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
01741		GENTILINI CHEVROLET, LLC ~		<i>Account Continued</i>			
01785 26-00353	02/10/26	ROBERT HARTMAN SR MEDICARE SUPPLEMENT	Open	\$1,541.65	\$0.00		
01806 26-00075 26-00329	01/13/26 02/09/26	ANTHONY J HARVATT, II, ESQ ZBA DNE 12,500.00 2026 ZBA RESOLUTION VOUCHER	Open Open	\$2,083.00 \$200.00	\$0.00 \$0.00		B
		<b>Vendor Total:</b>		<b>\$2,283.00</b>			
02027 26-00158	01/21/26	JESCO INC~ PARTS FOR BACK HOE/DPW	Open	\$1,467.24	\$0.00		
02108 26-00307	02/05/26	KEEN COMPRESSED GAS CO* BOTTLED GAS/DPW	Open	\$144.33	\$0.00		
02402 26-00174	01/21/26	MGL PRINTING SOLUTIONS ~ TWP OF LOWER STAMPS	Open	\$191.00	\$0.00		
02502 26-00356	02/10/26	JOANNE BUDD VISION REIMBURSEMENT	Open	\$754.99	\$0.00		
02655 26-00366	02/11/26	WILLIAM MCPHERSON MEDICAL CLAIMS	Open	\$355.08	\$0.00		
02725 26-00342	02/09/26	THOMAS MILLS 02/03 & 02/05 ELEC INSP	Open	\$183.50	\$0.00		
03021 26-00347	02/10/26	NJ MOTOR VEHICLE COMMISION INITIAL REGS VIN 2663 & 0786	Open	\$120.00	\$0.00		PC1
03072 26-00330	02/09/26	NJ STATE LEAGUE OF MUNICIPALI* 2026 Membership dues	Open	\$1,863.00	\$0.00		
03179 26-00324	02/09/26	OFF-SHORE GETTY STATION* TOW POLICE VEHICLE/DPW	Open	\$150.00	\$0.00		
03365 26-00357	02/10/26	LYNN JEFFERIS MEDICAL CLAIMS	Open	\$422.99	\$0.00		
03460 26-00191	01/21/26	V.E. RALPH & SON, INC. ~ DEFIBTECH BATTERY PACKS	Open	\$1,509.60	\$0.00		
03518 26-00282 26-00327	02/03/26 02/09/26	RIGGINS, INC.* OFF HIGHWAY DIESEL/DPW OFF IGHWAY DIESEL/DPW	Open Open	\$333.17 \$314.54	\$0.00 \$0.00		
		<b>Vendor Total:</b>		<b>\$647.71</b>			
03544 26-00187	01/21/26	PORTER LEE CORP* BEAST EVIDENCE SYSTEM ANNUAL	Open	\$1,185.00	\$0.00		
03608		SEAWAVE CORPORATION*					

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
03608		SEAWAVE CORPORATION*					
							<i>Account Continued</i>
26-00270	01/28/26	PB MEETING DATES LEGAL AD	Open	\$41.12	\$0.00		
03611		SERVICE TIRE TRUCK CENTERS ~					
25-03453	12/31/25	RDS/SAN/RECY/ DPW	Open	\$5,661.63	\$0.00		
03692		SOUTH JERSEY GAS CO*					
26-00367	02/11/26	SOUTH JERSEY GAS DEC-JAN USAGE	Open	\$9,160.24	\$0.00		
03727		EDWARD STRING					
26-00304	02/05/26	RETIRED MEDICARE SUPPLEMENT	Open	\$1,788.00	\$0.00		
03764		TCTANJ					
26-00276	02/02/26	BROWN/FRITSCH	Open	\$250.00	\$0.00		
03810		MUNICIPAL UTIL AUTH USAGE COST					
26-00086	01/14/26	1/1- 12/31/26 MUA SEWER	Open	\$6,027.00	\$0.00		
03904		LOWE'S HOME CENTER INC*					
26-00280	02/03/26	HEATERS/DPW	Open	\$286.21	\$0.00		
03971		VERIZON WIRELESS MDT POLICE					
25-03223	12/04/25	VERIZON MDT'S DEC ENCUMBER	Open	\$1,238.29	\$0.00		
03985		VILLAS NAPA AUTO PARTS ~					
26-00109	01/15/26	RDS/SANT/RECY/DPW	Open	\$3,621.21	\$0.00		
04059		THOMAS WILL					
26-00355	02/10/26	MEDICAL REIMBURSEMENT	Open	\$830.00	\$0.00		
04097		CINTAS FIRST AID AND SAFETY*					
26-00157	01/21/26	FIRST AID SUPPLIES/DPW	Open	\$40.33	\$0.00		
26-00243	01/27/26	COURT CABINET SERVICE 1/2026	Open	\$34.52	\$0.00		
26-00274	01/30/26	1/28/26 TOWNAHLL RESTOCK	Open	\$93.14	\$0.00		
26-00341	02/09/26	BOCA OFFICE SUPPLIES	Open	\$30.32	\$0.00		
		<b>Vendor Total:</b>		<b>\$198.31</b>			
04301		SEASHORE ASPHALT CORPORATION*					
25-01217	05/13/25	ASPHALT FOR ROADWAYS	Open	\$600.60	\$0.00		
05083		ALLEGRA MARKETING,PRINT & MAIL					
26-00281	02/03/26	Newsletter 2026 Winter	Open	\$415.00	\$0.00		
2023		ATLANTIC TACTICAL INC*					
25-03458	12/31/25	GLOCK WEAPON HOLSTERS	Open	\$1,200.00	\$0.00		
5022		INSTITUTE FOR FORENSIC PSYCHO*					
26-00185	01/21/26	FITNESS FOR DUTY PSYCH EVAL	Open	\$1,300.00	\$0.00		
7098		SHORE VETERINARIAN ANIMAL					
26-00065	01/13/26	RES 26-47 26-27-28 DNE 64,800	Open	\$5,400.00	\$0.00		B

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
7228		SOUTH STATE INC.*					
25-02015	07/25/25	RES 2025-259 LTC062 CARDINAL	Open	\$219,826.20	\$0.00		B
25-02647	10/08/25	RES 2025-339 LTC-062 BAYBERRY	Open	\$62.48	\$0.00		B
		<b>Vendor Total:</b>		<b>\$219,888.68</b>			
7555		LORCO PETROLEUM SERVICES*					
26-00350	02/10/26	USED OIL/ANTIFREEZE REMOVE/DPW	Open	\$400.00	\$0.00		
7618		MEGONIGAL ELECTRIC LLC					
26-00310	02/05/26	REPAIRED CONNECTIONS/DPW	Open	\$775.00	\$0.00		
7687		ENHANCED WEB SERVICES*					
26-00272	01/30/26	BOB OSBORN QPA SIGNATURE FONT	Open	\$29.95	\$0.00		
7689		GOVERNMENT FORMS AND SUPPLIES*					
26-00198	01/21/26	Business Cards -Council/Coombs	Open	\$55.00	\$0.00		
7711		LORETTA MURPHY					
26-00275	02/02/26	REIMBURSEMENT-COACH	Open	\$85.73	\$0.00		
7820		DEBLASIO & ASSOCIATES, P.C					
26-00328	02/09/26	ZBA BOARD ENGINEER VOUCHER	Open	\$154.56	\$0.00		
7869		WILDWOOD CREST RECREATION					
25-03029	11/14/25	SCOOP TAYLOR TOURNAMENT	Open	\$500.00	\$0.00		
7929		AMAZON CAPITAL SERVICES, INC ~					
25-03235	12/04/25	OFFICE SUPPLIES	Open	\$454.74	\$0.00		
25-03452	12/31/25	VARIOUS SUUUUPPLIES	Open	\$818.44	\$0.00		B
26-00175	01/21/26	DOGIPOT BAGS & CHAIR MATS	Open	\$371.04	\$0.00		
26-00256	01/28/26	FS office supplies	Open	\$258.85	\$0.00		
26-00262	01/28/26	OFFICIAL JERSEYS/REFEREES	Open	\$71.96	\$0.00		
26-00285	02/03/26	FS amazon order 02.02.26	Open	\$70.35	\$0.00		
26-00320	02/05/26	OFFICE SUPPLIES	Open	\$230.00	\$0.00		
		<b>Vendor Total:</b>		<b>\$2,275.38</b>			
8046		SAMPLE MEDIA INC					
26-00343	02/09/26	FS mail in ballots	Open	\$612.00	\$0.00		
8197		GREAT AMERICAN FINANCIAL SERV					
26-00264	01/28/26	LEASE MAIL MACHINE 1/26-12/26	Open	\$1,300.00	\$0.00		B
8211		CONFIRE FIRE PROT SERV LLC*					
26-00314	02/05/26	FIRE ALARM SYSTEM /DPW	Open	\$724.00	\$0.00		
26-00315	02/05/26	FIRE ALARM MONITORING TOWNHALL	Open	\$720.00	\$0.00		
26-00316	02/05/26	FIRE ALARM MONITORING MILLMAN	Open	\$720.00	\$0.00		
26-00317	02/05/26	FIRE ALARM MONITORING FC	Open	\$720.00	\$0.00		
26-00318	02/05/26	FIRE ALARM MONITORING REC CNTR	Open	\$720.00	\$0.00		
		<b>Vendor Total:</b>		<b>\$3,604.00</b>			
8217		SARAH VAN SEETERS					

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
8217		SARAH VAN SEETERS					
							<i>Account Continued</i>
26-00326	02/09/26	COURT WEBSITE RENEWAL	Open	\$321.86	\$0.00		
8465		NATIONAL AUTO FLEET GROUP *					
25-02017	07/25/25	RES 2025-262 (3) F350 (1)F450	Open	\$28,526.00	\$0.00		B
8655		DOLLAR GENERAL					
26-00254	01/28/26	DRINKS REC WARMING CENTER/DPW	Open	\$22.00	\$0.00		PC1
8672		LOGMEIN INC.					
26-00048	01/08/26	2026 GO TO MEETING /LOG ME IN	Open	\$19.00	\$0.00		PC1
8721		BLANEY, DONOHUE, & CURIO, PC					
26-00080	01/13/26	RES 26-02 LABOR DNE 40K	Open	\$2,448.00	\$0.00		B
26-00081	01/13/26	RES 26-03 PROSECUTOR DNE 45000	Open	\$7,500.00	\$0.00		B
26-00082	01/13/26	RES 26-03 PROSECUTOR WWC 10000	Open	\$1,666.66	\$0.00		B
		<b>Vendor Total:</b>		<b>\$11,614.66</b>			
8723		HOFFMAN INTERNATIONAL INC*					
26-00279	02/03/26	COOLER	Open	\$1,418.54	\$0.00		
8732		DEJANA TRUCK & UTILITY					
26-00246	01/27/26	SNOW PLOW PARTS	Open	\$1,867.94	\$0.00		
8735		SURENIAN EDWARDS & NOLAN LLC					
25-00482	02/13/25	AFF HOUSING RES #2025-15	Open	\$60.00	\$0.00		
8848		COMFORT NOW LLC					
26-00283	02/03/26	NO HEAT/CONSTRUCTION /DPW	Open	\$410.25	\$0.00		
8859		SHERWOOD LOCK & KEY					
26-00325	02/09/26	KEYS FOR MEETING RM DOOR	Open	\$16.00	\$0.00		
8861		WITMER PUBLIC SAFETY GROUP INC					
25-01492	06/06/25	65 GLOCK G45 WEAPON RES 25-220	Open	\$23,369.45	\$0.00		
8999		ECOS SYSTEMS INC ~					
26-00188	01/21/26	ECOS KEY SYSTEM ANNUAL RENEWA	Open	\$830.00	\$0.00		
9026		STARR SEPTIC LLC ~					
26-00087	01/14/26	PORTA-POT - FREEMAN DOUGLASS	Open	\$100.00	\$0.00		
26-00312	02/05/26	LUXURY BATHROOM/DPW	Open	\$948.00	\$0.00		
		<b>Vendor Total:</b>		<b>\$1,048.00</b>			
9134		ASCENDANCE TRUCK EASTERN PA					
26-00245	01/27/26	MATERIAL GARAGE/DPW	Open	\$277.44	\$0.00		
9166		REMINGTON & VERNICK ENG II INC					
25-00269	01/27/25	RES 2025-79 ROOFING TOWNHALL	Open	\$3,255.00	\$0.00		
25-01210	05/13/25	RES#2025-177 CHG ORD 1 HVAC TH	Open	\$26,000.00	\$0.00		B
		<b>Vendor Total:</b>		<b>\$29,255.00</b>			

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
9169 26-00277	02/02/26	EB EMPLOYEE SOLUTIONS LLC JANUARY/FEB 26 DIFF CARD ADMIN	Open	\$7,814.25	\$0.00		
9270 25-03450	12/31/25	ATLANTIC SALT INC ROADWAY SALT/COUNTY CO OP	Open	\$13,476.48	\$0.00		
9272 26-00284	02/03/26	HICKEY OVERHEAD DOOR COMPANY GATE SENSORS	Open	\$300.00	\$0.00		
9279 25-03115 25-03425	11/21/25 12/30/25	MUNICIPAL EMERGENCY SERVICES BALLISTIC VEST - M. VALENCIA VEST VELCRO NAME TAPE - O'NEAL	Open Open	\$1,588.00 \$16.00	\$0.00 \$0.00		
<b>Vendor Total:</b>				<b>\$1,604.00</b>			
9316 25-00021 26-00062	01/03/25 01/12/26	THE BELASCO LAW FIRM LLC RES#2025-01 DNE\$150K EXPENSES RES 26-01 DNE \$140K	Open Open	\$11,931.79 \$10,780.00	\$0.00 \$0.00		B
<b>Vendor Total:</b>				<b>\$22,711.79</b>			
9317 26-00340	02/09/26	VERIZON CONNECT FLEET USA LLC PAST DUE BALANCE	Open	\$27.00	\$0.00		
9391 26-00337	02/09/26	IRON MOUNTAIN INCORPORATED 12/20- 1/27/26 OFFSITE SHRED	Open	\$261.27	\$0.00		
9445 26-00336	02/09/26	TWIN ROCKS WATER 1/29/26 TOWNHALL RESTOCK	Open	\$119.88	\$0.00		
9453 26-00253 26-00269	01/28/26 01/28/26	CAPITAL ONE TRADE CREDIT JANUARY '26 - MONTHLY ICE MELT- NOT TO EXCEED	Open Open	\$529.44 \$268.97	\$0.00 \$0.00		
<b>Vendor Total:</b>				<b>\$798.41</b>			
9510 26-00252	01/28/26	JAMES MORRIS REIMBURSEMENT-COACH	Open	\$45.73	\$0.00		
9511 26-00266	01/28/26	REAGEN POWELL LIFEGUARD CERTIFICATION	Open	\$250.00	\$0.00		
9512 26-00278	02/03/26	VINELAND ENVIRONMENTAL LAB WELL WATER TESTING	Open	\$155.25	\$0.00		
9513 26-00305	02/05/26	VITAL RECORDS HOLDINGS, LLC OCT. 2025 TOWNSHIP SHRED DAY	Open	\$875.00	\$0.00		
BIRCH 25-03457	12/31/25	BIRCH'S COMMUNICATIONS LLC* ESTIMATE #4018 LIGHTS FOR F250	Open	\$2,042.25	\$0.00		
CARROT 26-00177	01/21/26	FREEDOM AND GLORY FLAGS FOR TOWNSHIP	Open	\$1,331.27	\$0.00		

Vendor #	Name						
P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
SEAGE		SEAGEAR MARINE SUPPLY*					
26-00309	02/05/26	R. Occhipinti uniforms	Open	\$224.99	\$0.00		

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Total Purchase Orders: 114 Total P.O. Line Items: 0 Total List Amount: \$526,296.28 Total Void Amount: \$0.00

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

  
 Julie A. Picard, Township Clerk

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

RESOLUTION #2026-93

Title: A RESOLUTION APPOINTING JAMES CRAFT AS CHIEF FINANCIAL OFFICER FOR THE TOWNSHIP OF LOWER

WHEREAS, a vacancy in the office of Chief Financial Officer of the Township of Lower occurred effective October 10, 2025, due to the resignation of the Township's former Chief Financial Officer, Lauren Read; and

WHEREAS, N.J.S.A. 40A:9-140.10(a) requires each municipality in the State of New Jersey to appoint a Chief Financial Officer; and

WHEREAS, James Craft holds a current and valid municipal finance officer certificate issued by the State of New Jersey and is qualified to serve in the office of Chief Financial Officer; and

WHEREAS, on October 6, 2025, the Township Council of the Township of Lower adopted Resolution 2025-341 appointing James Craft as Acting/Interim Chief Financial Officer for the Township of Lower; however, it was subsequently determined that, pursuant to N.J.S.A. 40A:9-140.10(f), an individual who holds a municipal finance officer certificate is ineligible to serve in an Acting or Interim capacity; and

WHEREAS, in order to remedy this issue, and in accordance with N.J.S.A. 40A:9-140.10(a), the Township of Lower desires to appoint James Craft to the office of Chief Financial Officer for a four (4) year statutory term commencing January 1, 2025, the year of appointment.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that James Craft is hereby appointed as Chief Financial Officer for the Township of Lower to perform all duties and responsibilities of said office in accordance with applicable statutes, regulations, and Township ordinances.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	+		+			
WAREHAM		+	+			
ROY			+			
COOMBS			+			
SIPPEL			+			

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

  
Julie A Picard, Township Clerk

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

RESOLUTION #2026-94

Title: AUTHORIZATION FOR REFUND OF TAXES

WHEREAS, the Township Tax Collector has certified an overpayment due to the reasons listed below; and

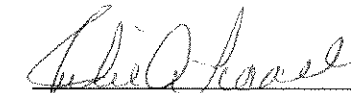
WHEREAS, a refund is due.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the CFO/Treasurer be and the same is authorized and directed to refund the overpayments according to the Tax Collector's certification on file with the CFO/Treasurer.

<u>Block</u>	<u>Lot</u>	<u>Refund To</u>	<u>Reason</u>	<u>Tax</u>
748	7.03	Core Logic – Saylor	Exempt Vet 12/22/25	\$ 2,626.88
748	28.01	Suzanne Stoinski	H/O Paid Twice	\$ 1,999.96
42	20	Core Logic – 42/20	H/O sold property 12/2/25	\$ 1,489.74

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	✓		✓				
WAREHAM		✓	✓				
ROY			✓				
COOMBS			✓				
SIPPEL			✓				

I, Julie A Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

  
 Julie A Picard, Township Clerk

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

**RESOLUTION #2026-95**

Title: **TRANSFER OF 2025 APPROPRIATIONS**

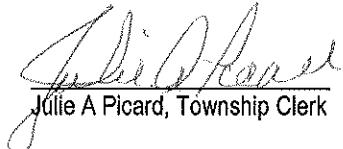
**WHEREAS**, N.J.S.A. 40A: 4-59 provides for appropriation transfers during the first three months of the succeeding year when it has been determined that any appropriation reserve for the immediately preceding fiscal year is insufficient to pay the claims authorized or incurred during the preceding year, which were chargeable to said appropriation, and there is an excess in any appropriation reserve 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, and totaling \$6,000.00 be made between the 2025 budget appropriation reserves:

LINE ITEM		ACCT. NUMBER	TO	FROM
LEGAL EXPENSE	OE	5-01-20-155-200	6,000.00	
TOWNSHIP MANAGER SW	SW	5-01-20-100-100		6,000.00
			6,000.00	6,000.00

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026

  
 Julie A Picard, Township Clerk

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

RESOLUTION #2026-96

Title: IDENTIFYING SMALL CITIES FAIR HOUSING OFFICER

WHEREAS, the Township of Lower is applying for a Fiscal Year 2024 Small Cities Community Development Block Grant for approximately \$400,000 to facilitate ADA compliant access to Delaware Bay beaches in order to comply with the Americans with Disabilities Act (ADA), and for ADA compliance improvements at David Douglass, Jr. Memorial Park; and

WHEREAS, the Township of Lower must make efforts to affirmatively further fair housing; and

WHEREAS, the Township of Lower has reviewed various actions that would be acceptable to the New Jersey State Department of Community Affairs and the U.S. Department of Housing and Urban Development; and

WHEREAS, the Township of Lower has made assurances in the grant agreement that:

- 1. It will comply with the Housing and Community Development Act of 1974, as amended, and regulations issues thereto; and
2. It will comply with the Civil Rights Act of 1964, and the regulations issued thereto it; and
3. It will comply with the Fair Housing Act of 1968 and will affirmatively further fair housing; and
4. It will comply with the Age Discrimination Act of 1975 and with the Rehabilitation Act of 1973.

NOW, THEREFORE, BE IT RESOLVED that the Township Manager shall be designated as the Small Cities Program Fair Housing Officer for the Township of Lower.

BE IT FURTHER RESOLVED that the Fair Housing Officer shall contact the USHUD Regional Office of Housing and Equal Opportunity and the NJ Division on Civil Rights to inform those agencies of the appointment as Fair Housing Officer and request Fair Housing Information.

BE IT FURTHER RESOLVED that the Fair Housing Officer shall provide fair housing advisory services and assistance and referral advice to persons requesting such assistance from the Township of Lower.

BE IT FURTHER RESOLVED that the Township of Lower will publish in the local newspaper of record and post at the Township Municipal Building a public notice announcing the appointment of the Fair Housing Officer and the availability of local fair housing advisory services.

Table with 8 columns: MOTION, SECOND, AYE, NAY, RECUSE, ABSTAIN, ABSENT. Rows include names: CONRAD, WAREHAM, ROY, COOMBS, SIPPEL. Handwritten marks indicate 'AYE' votes for CONRAD, WAREHAM, ROY, COOMBS, and SIPPEL.

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

Handwritten signature of Julie A. Picard and printed name: Julie A. Picard, Township Clerk

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

RESOLUTION #2026-97

Title: A RESOLUTION APPOINTING ROBERT OSBORN AS THE QUALIFIED PURCHASING AGENT FOR THE TOWNSHIP OF LOWER PURSUANT TO N.J.S.A. 40A:11-9

WHEREAS, the Township of Lower's former Qualified Purchasing Agent, Margaret Vitelli, retired on February 1, 2026, creating a vacancy and need to hire a new purchasing agent; and

WHEREAS, N.J.A.C. 5:32-4.1 establishes the criteria for a Qualified Purchasing Agent; and

WHEREAS, Robert Osborn possesses a Qualified Purchasing Agent Certification, as issued by the Director of the Division of Local Government Services, in accordance with N.J.A.C. 5:32-4.1 et seq.; and

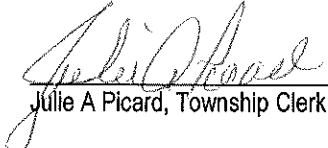
WHEREAS, the Township Council of the Township of Lower desires to appoint a Qualified Purchasing Agent in order to exercise the statutory purchasing authority available to contracting units under the New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.); and

WHEREAS, the Township Council of the Township of Lower finds it to be in the best interests of the Township and its residents to appoint Robert Osborn as the Qualified Purchasing Agent effective February 2, 2026.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that Robert Osborn is hereby appointed as the Qualified Purchasing Agent for the Township of Lower, effective February 2, 2026, to exercise the duties and responsibilities of a purchasing agent pursuant to N.J.S.A. 40A:11-2(30), including authority, responsibility, and accountability for the purchasing activity of the contracting unit.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	*		*			
WAREHAM		*	*			
ROY			*			
COOMBS			*			
SIPPEL			*			

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

  
Julie A Picard, Township Clerk

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

RESOLUTION #2026-98

Title: A RESOLUTION AMENDING RESOLUTION #2026-35 AUTHORIZING THE QUALIFIED PURCHASING AGENT OF THE TOWNSHIP OF LOWER TO AWARD CONTRACTS EXCEEDING \$17,500 AND UNDER THE CURRENT BID THRESHOLD, ESTABLISHING QUOTE REQUIREMENTS, AND CONFIRMING RELATED PURCHASING AUTHORITY

WHEREAS, N.J.S.A. 40A:11-3(a) establishes the threshold at which contracts, as defined by the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., must be subject to public advertising and competitive bidding; and

WHEREAS, pursuant to N.J.S.A. 40A:11-3(c), the Governor of the State of New Jersey is authorized, in consultation with the State Treasurer, to adjust the bid threshold every five years based upon changes in the Consumer Price Index; and

WHEREAS, N.J.S.A. 40A:11-3(a)(3) permits municipalities that employ a Qualified Purchasing Agent ("QPA") to utilize the bid threshold established by the Governor pursuant to N.J.S.A. 40A:11-3(c); and

WHEREAS, effective July 1, 2025, the Governor of the State of New Jersey, in consultation with the State Treasurer, established the bid threshold for municipalities employing a Qualified Purchasing Agent at \$53,000.00; and

WHEREAS, based upon the established bid threshold, the statutory quotation threshold for the Township of Lower is \$7,950.00, representing fifteen percent (15%) of the bid threshold; and

WHEREAS, at the January 5, 2026 Township Reorganization Meeting, the Township adopted Resolution 2026-35 authorizing its former Qualified Purchasing Agent, Margaret Vitelli, who retired effective February 1, 2026, to negotiate and award contracts exceeding \$17,500.00 but below the bid threshold, and to approve exceptions to the quotation requirements up to the statutory limit; and

WHEREAS, following said retirement, Robert Osborn has been appointed as the Township's Qualified Purchasing Agent; and

WHEREAS, the Township further desires to reaffirm its internal administrative purchasing policy providing that purchases with a value under \$4,000.00 shall not require the solicitation of multiple quotations, while encouraging departments to obtain competitive pricing whenever practicable; and

WHEREAS, the Township Manager shall continue to be authorized to approve exceptions to the quotation requirements, up to the statutory quotation threshold, when determined to be in the best interest of the Township.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Lower, County of Cape May, State of New Jersey, that Resolution 2026-35 is hereby amended and supplemented to authorize Robert Osborn, in his capacity as Qualified Purchasing Agent for the Township of Lower, to negotiate and award contracts having an anticipated value in excess of \$17,500.00 but below the bid threshold of \$53,000.00, in accordance with N.J.S.A. 40A:11-3, and subject to compliance with all applicable Local Public Contracts Law and Pay-to-Play requirements, where applicable; and

BE IT FURTHER RESOLVED by the Mayor and Council of the Township of Lower, County of Cape May, State of New Jersey, that the quote threshold shall be \$7,950.00, and the Township Manager is hereby authorized to allow exceptions to the quote requirements up to the legal threshold of \$7,950.00, when determined to be in the best interest of the Township, subject to a self-imposed internal policy that establishes that purchases under \$4,000.00 shall not require multiple quotes; however, departments are encouraged to obtain competitive pricing whenever possible.

Table with 8 columns: MOTION, SECOND, AYE, NAY, RECUSE, ABSTAIN, ABSENT. Rows for CONRAD, WAREHAM, ROY, COOMBS, SIPPEL. Checkmarks are present in the MOTION and AYE columns for all names.

I, Julie A Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held February 18, 2026.

Handwritten signature of Julie A Picard, Township Clerk.

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

RESOLUTION #2026-99

Title: A RESOLUTION AMENDING RESOLUTION 2026-44 TO DESIGNATE A PUBLIC AGENCY COMPLIANCE OFFICER FOR THE TOWNSHIP OF LOWER

WHEREAS, pursuant to N.J.A.C. 17:27-3.3, public agencies are required to designate an individual to serve as the Public Agency Compliance Officer (P.A.C.O.); and

WHEREAS, the Public Agency Compliance Officer serves as the liaison between the Township of Lower and the Division of Public Contracts Equal Employment Opportunity Compliance for all matters concerning the implementation and administration of the statute; and

WHEREAS, the Public Agency Compliance Officer is responsible for administering contracting procedures pertaining to equal employment opportunity for both the public agency and its service providers, and must have the authority to recommend changes necessary to effectively support the implementation of the statute and its regulations; and

WHEREAS, at the January 5, 2026 Township Reorganization Meeting, the Township designated its former Qualified Purchasing Agent, Margaret Vitelli, who retired effective February 1, 2026, to serve as the Public Agency Compliance Officer for the 2026 calendar year; and

WHEREAS, in light of said retirement, there is a need to designate a new Public Agency Compliance Officer in compliance with N.J.A.C. 17:27-3.3;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that Resolution 2026-44 is hereby amended to designate Robert Osborn as the Public Agency Compliance Officer for the Township of Lower.

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

I, Julie A Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026

  
Julie A Picard, Township Clerk

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

RESOLUTION #2026-100

Title: RE-APPOINTMENT TO THE RECREATION ADVISORY BOARD

WHEAEAS, Erik Collin's term on the Recreation Advisory Board has expired, and a request has been received from Erik Collins to be re-appointed to the board; and

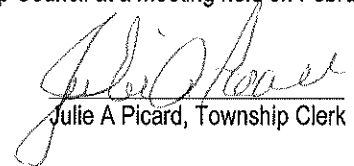
WHEREAS, Council has reviewed the applications currently on file in the Clerk's office.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the following appointment be made:

<u>NAME</u>	<u>TYPE</u>	<u>TERM EXP</u>
Erik Collins	Regular Member	December, 2028

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	+		+				
WAREHAM		+	+				
ROY			+				
COOMBS			+				
SIPPEL			+				

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

  
Julie A Picard, Township Clerk

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

RESOLUTION #2026-101

Title: **CONTRACT AWARD TO RAVE MOBILE SAFETY FOR ALERTS FOR PUBLIC SAFETY**

**WHEREAS**, Rave Mobile Safety has provided Lower Township Police and Council with a proposal for a Lower Township Community-Wide Notification System. Rave will provide residents the ability to receive mass notifications and/or targeted messages to connect and inform the community with critical information through SMS (text), email, voice and social media outlets; and

**WHEREAS**, Township of Lower and LTMUA have enter into a Shared Service Agreement pursuant to Resolution #2018-263 within the agreement LTMUA will reimburse the Township 50% of the contract for the notification service; and

**WHEREAS**, Township Council hereby approves the Three (3) Year contract with Rave Mobile Safety and the CFO has certified the availability of funds by her signature in the budget as follows:

Appropriation: 01-56-750-365

Signature: \_\_\_\_\_

James Craft, CFO

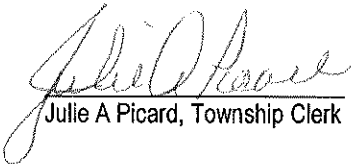
**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the following contract is hereby awarded:

**AWARD: RAVE MOBILE SAFETY**

**AMOUNT:**      2/2026-2/2027      \$ 8,247.13  
                         2/2027-2/2028      \$ 8,247.13  
                         2/2028-2/2029      \$ 8,247.13

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	+		+				
WAREHAM		+	+				
ROY			+				
COOMBS			+				
SIPPEL			+				

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

  
Julie A Picard, Township Clerk



492 Old Connecticut Path  
Framingham, MA 01701  
[rave.renewals@motorolasolutions.com](mailto:rave.renewals@motorolasolutions.com)

**RENEWAL QUOTE**

Date: August 26, 2025

Quote #Q-56745

**Lower Township Police Department**  
405 Breakwater Rd  
Erma, New Jersey  
08204 United States

**RAVE MOBILE SAFETY RENEWAL**

Your Rave service contract is set to expire soon and requires your immediate attention.

Please Return a signed copy of this renewal quote today, and no later than **February 25, 2026** to continue to enjoy your Rave subscription and avoid any lapse in service.

**INSTRUCTIONS FOR COMPLETING RENEWAL:**

1. Select Renewal Option A, B or C on the enclosed Renewal Quote by checking the respective checkbox.
2. Complete the required billing information section & sign in the designated signature block.
3. Return via email to: [rave.renewals@motorolasolutions.com](mailto:rave.renewals@motorolasolutions.com) or fax: (917) 591-9105

**THIS IS NOT AN INVOICE**



**RENEWAL QUOTE**

Date: August 26, 2025

Quote # Q-56745

Lower Township Police Department  
 405 Breakwater Rd  
 Erma, New Jersey  
 08204 United States

492 Old Connecticut Path  
 Framingham, MA 01701  
[rave.renewals@motorolasolutions.com](mailto:rave.renewals@motorolasolutions.com)

<b>OPTION A: 1-Year Renewal: February 25, 2026 through February 24, 2027</b>	
Rave Voice Add-on Module	\$0.00
Premium SMS Messaging for Rave Alert for Public Safety	\$0.00
Rave Alert for Public Safety Social Media Integration	\$0.00
Rave Alert for Public Safety	\$4,018.60
Rave Alert for Public Safety Loaded Landlines	\$0.00
Rave Alert for Public Safety Procurement per 1,000 phone numbers	\$0.00
Inbound 800 Service	\$0.00
Rave SMS to Opt-in for Public Safety	\$0.00
Rave Prepare Add-On to Rave Alert	\$0.00
SL Pro Bundle	\$0.00
Geopolling	\$0.00
Conference Blasts	\$0.00
Rave EyeWitness	\$0.00
SMS Block: 10,000 messages	\$1,144.90
Population Add-On	\$3,321.53
<b>Annual Cost:</b>	<b>\$8,485.03</b>

<b>OPTION B: 3-Year Renewal: February 25, 2026 through February 24, 2029</b>	
Rave Voice Add-on Module	\$0.00
Premium SMS Messaging for Rave Alert for Public Safety	\$0.00
Rave Alert for Public Safety Social Media Integration	\$0.00
Rave Alert for Public Safety	\$3,905.93

**THIS IS NOT AN INVOICE**

Rave Alert for Public Safety Loaded Landlines	\$0.00
Rave Alert for Public Safety Procurement per 1,000 phone numbers	\$0.00
Inbound 800 Service	\$0.00
Rave SMS to Opt-in for Public Safety	\$0.00
Rave Prepare Add-On to Rave Alert	\$0.00
SL Pro Bundle	\$0.00
Geopolling	\$0.00
Conference Blasts	\$0.00
Rave EyeWitness	\$0.00
SMS Block: 10,000 messages	\$1,112.80
Population Add-On	\$3,228.40
<b>Annual Cost:</b>	<b>\$8,247.13</b>
<b>Total Contract Value:</b> <i>(To be paid in the amount of \$8,247.13 per year)</i>	<b>\$24,741.38</b>

<b>OPTION C: 5-Year Renewal: February 25, 2026 through February 24, 2031</b>	
Rave Voice Add-on Module	\$0.00
Premium SMS Messaging for Rave Alert for Public Safety	\$0.00
Rave Alert for Public Safety Social Media Integration	\$0.00
Rave Alert for Public Safety	\$3,830.81
Rave Alert for Public Safety Loaded Landlines	\$0.00
Rave Alert for Public Safety Procurement per 1,000 phone numbers	\$0.00
Inbound 800 Service	\$0.00
Rave SMS to Opt-in for Public Safety	\$0.00
Rave Prepare Add-On to Rave Alert	\$0.00
SL Pro Bundle	\$0.00
Geopolling	\$0.00
Conference Blasts	\$0.00
Rave EyeWitness	\$0.00

**THIS IS NOT AN INVOICE**

SMS Block: 10,000 messages	\$1,091.40
Population Add-On	\$3,166.32
<b>Annual Cost:</b>	<b>\$8,088.53</b>
<i>Total Contract Value:</i> <i>(To be paid in the amount of \$8,088.53 per year)</i>	<b>\$40,442.65</b>

*Renewal Quote does not include Sales Tax, if applicable.*

**THIS IS NOT AN INVOICE**

**Desired Renewal Term:**

**\* BILLING INFORMATION (Required):**

\* Billing Contact:

Finance dept. / Managers office

\* Billing Phone:

(609) 886-2005

\* Billing Email:

Albosko@townshipofbuer.org / Rasbom@townshipofbuer.org / JFleck@townshipoflower.org

\* PO Required?

If YES, enter PO #:

RL6-00208

*Please Note: If a PO is required for payment purposes, please provide a PO # within 7 days of submitting your signed quote or upon receipt of Auto-Renewal Invoice*

**BILLING INFORMATION:**

1. Prices shown above do not include any state and local taxes that may apply. Any such taxes are the responsibility of the Customer and will appear on the final invoice.
2. If exempt from sales tax, please submit a copy of your tax exemption form to [rave.taxexempt@motorolasolutions.com](mailto:rave.taxexempt@motorolasolutions.com)
  - Please ensure that your proof of exemption is a State Tax Exemption for your billing state. We cannot accept proof of IRS Federal Tax Exemption or W-9 forms in lieu of proof of state tax exemption.

Please Note: Invoices for this order will be from [rave.ar@motorolasolutions.com](mailto:rave.ar@motorolasolutions.com). Please make sure this email is on an approved setting or safe senders list so notifications do not go to a junk folder or caught in a spam filter.

***New! Optional Training Sessions***

Are you interested in including a one-time online training engagement to your renewal? It is a great way to keep your staff current on our products' new and enhanced features.

To purchase a Standard 4-hour online training session, please check this box (price is \$1200 for US renewals)

*Please note: Training must be used within the 12-month period of your annual subscription period. For an additional cost, customized training is available upon request. Please contact your Account Executive for further details.*

**THIS IS NOT AN INVOICE**

**QUOTE ACCEPTANCE:**

This Renewal Quote is governed by the current agreement ("Agreement") between Customer and Rave.

**QUOTE ACCEPTED BY**

*Lower Township Police  
Department*

**Authorized Signature:**

*Mike Laffey*

**Date:**

*2/5/26*

**Name (Printed or Typed):**

*Mike Laffey*

**Title:**

*Township Manager*

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

RESOLUTION #2026-102

Title: RENEWAL OF TRAILER PARK LICENSES FOR THE YEAR 2026

WHEREAS, the following applicants have submitted applications for renewal of their trailer park licenses for the year 2026; and

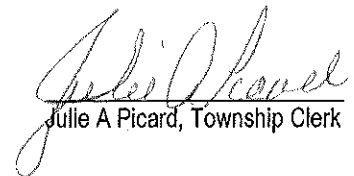
WHEREAS, the appropriate license fees have been received and the real estate taxes on subject properties are current.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the renewal of the following trailer park licenses for the year 2026 are hereby approved:

<u>NAME</u>	<u>LOCATION</u>
NHC-NJ 102 LLC t/a Cape May Crossing	878 Route 109 South
William & Sharon Herker t/a Cape May Landing	755 Route 9
William & Sharon Herker t/a Cape Meadows	306 Route 9
Vicki Timberman t/a Broadway Mobile Park, LLC	1115 Seashore Road

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

  
Julie A Picard, Township Clerk


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

RESOLUTION #2026-103

Title: AUTHORIZING PAYOUT OF TERMINAL LEAVE

WHEREAS, the employee listed below has retired from the Township and is entitled to payment for accumulated vacation, sick and 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 his 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 Township Council of the Township of Lower, County of Cape May, State of New Jersey that a payment due to Daniel Sherno in the amount of \$ 1,143.96 is authorized and chargeable to the Reserve for Accumulated Absences.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	+		+			
WAREHAM		+	+			
ROY			+			
COOMBS			+			
SIPPEL			+			

I, Julie A Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18th, 2026.

  
Julie A Picard, Township Clerk

Sherno, Daniel

TOWNSHIP OF LOWER  
 RETIREMENT PAYOUT ANALYSIS  
 DATE:

EMPLOYEE: Sherno, Daniel  
 DATE OF RETIREMENT: 2/14/2026  
 DATE OF PAYMENT: 2/19/2026  
 RESOLUTION #:

Annual Salary:	\$53,748.48
Hourly Rate:	\$25.84
Longevity	\$0.00

TERMINAL LEAVE:			
	Hours	Rate	Total
Comp	0.00	25.84	0.00
Personal	4.25	25.84	109.82
Sick	0.00	25.84	0.00
Vacation	40.02	25.84	1,034.14
Other			
<b>Terminal Leave Payout</b>			<b>\$1,143.96</b>

	(A)	(B)	(C)	(B * C)	(E)	A + D - E	
	Carryover	Annual	7 weeks / 52 weeks	Prorated Time Due	Time Used	Hours to be paid	
Comp	0.00	0.00	0.00	0.00	0.00	0.00	
Personal	0.00	32.00	0.13	4.16	0.00	4.25	
Sick	338.00	120.00	0.13	15.60	0.00	0.00	Not Eligible
Vacation	90.50	104.00	0.13	13.52	64.00	40.02	
						Days	

Accrual and time used are current to 02/13/26 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

RESOLUTIUN #2026-104

Title: APPOINTMENTS TO THE ZONING BOARD OF ADJUSTMENT

WHEREAS, there currently exist a vacancy on the Zoning Board of Adjustments because of a term expiration; and


WHEREAS, Council has reviewed the request from the Zoning Official regarding moving an alternate member to permanent member status and moving the remaining members "up" one position.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the following movements on the board be made:

<u>NAME</u>	<u>TYPE</u>	<u>TERM EXP</u>
Joseph Baker	FROM Alternate Member #1 TO Regular Member	September, 2026
Geoffrey Bostard	FROM Alternate member #2 TO Alternate Member #1	February, 2026
Thomas Doherty	FROM Alternate Member #3 TO Alternate Member #2	September, 2026
Roy Abrams, Jr	FROM Alternate Member #4 TO Alternate Member #3	January, 2028

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026

  
Julie A Picard, Township Clerk

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

RESOLUTION # 2026-105

Title: **BID ACCEPTANCE AND CONTRACT AWARD FOR PUBLIC WORKS BUILDING REPLACEMENT**

**WHEREAS**, the Notice to Bidders for the Public Works Building Replacement (LT-C-048.1) was advertised on October 29, 2025 and accepted on November 20, 2025 at 10:00 a.m. prevailing time; and

**WHEREAS**, Three (3) sealed bids were submitted and reviewed by the Township Engineer, QPA and the Public Works Superintendent; and

**WHEREAS**, Aliano Brothers General Contractors, Inc , the lowest qualified bidder, complied with the specifications and supplied all required bid documents and the CFO has certified the availability of funds as evidenced by his signature below:

Appropriation: C-04-55-422-204  
C-04-55-428-204  
C-04-55-440-270  
C-04-55-442-270  
C-04-55-443-200

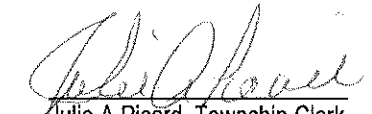
Signature:   
James Craft, CFO

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the following contract is hereby awarded:

**AWARD TO: ALIANO BROTHERS GENERAL CONTRACTORS, INC**  
**TOTAL: \$3,538,860.00**

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	+		+				
WAREHAM		+	+				
ROY			+				
COOMBS			+				
SIPPEL			+				

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026

  
Julie A Picard, Township Clerk

**DEBLASIO &  
ASSOCIATES**  
ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

PHONE: 609-854-3311 • FAX: 609-854-4323

November 24, 2025

VIA EMAIL

Julie Picard, Clerk  
Township of Lower  
2600 Bayshore Road  
Villas, NJ 08251

**Re: Township of Lower, Cape May County, NJ  
Public Works Building Replacement  
D&A File #: LT-C-048.01**

Dear Ms. Picard:

We have tabulated the three (3) bids received on November 20, 2025 for the above referenced project. As such, we have determined that the lowest responsible bidder appears to be Aliano Brothers General Contractors, Inc. in the amount of \$3,538,860.00. Enclosed please find one (1) copy of the bid tabulation for your files.

In accordance with N.J.S.A. 40A:11-1 et seq., the award should be made to the lowest responsible bidder which appears to be Allano Brothers General Contractors, Inc., 2560 Industrial Way, Suite A, Vineland, New Jersey 08360 in the amount of \$3,538,860.00. The contractual award should be made contingent upon approval from the Township Purchasing Agent, Chief Financial Officer and Township Solicitor.

Should you have any questions or require any additional information, please do not hesitate to contact me at our office.

Very truly yours,  
DeBlasio & Associates, P.C.



Marc DeBlasio, P.E., P.P., C.M.E.  
President  
T: 609-854-3311  
Marc@deblasioassoc.com

cc: Mayor Frank Sippel (via email w/encl.)  
Michael Laffey, Manager (via email w/encl.)  
Margaret Vitelli, Qualified Purchasing Agent (via email w/encl.)  
Gary Douglass, Superintendent of Public Works (via email w/encl.)  
Rob Belasco, Solicitor (via email w/encl.)  
Lauren Read, CFO (via email w/encl.)  
Cody Stanford (via email w/encl.)  
Andrew McTague (via email w/encl.)

**BID TABULATION**

Client: Township of Lower  
Date: 11/20/2025  
Project Name: Lower Township Public Works Building Replacement  
D&A Project #: LT-C-048.01

Item #	DESCRIPTION	QUANTITY & UNITS		Allano Brothers General Contractors, Inc. 2550 Industrial Way Vineland, NJ 08360		Capri Construction Company, Inc. 4266 Post Road Vineland, NJ 08360		Weatherly Construction & Renovation, Corp. 147 North Iowa Avenue Atlantic City, NJ 08401	
		LUMP SUM	LUMP SUM	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	EXISTING CONDITIONS (DIVISION 2); PRICE INCLUDES ALL WORK INCLUDED IN SECTION 024116, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$108,000.00	\$108,000.00	\$148,488.00	\$148,488.00	\$60,000.00	\$60,000.00
2	CONCRETE (DIVISION 3); PRICE INCLUDES ALL WORK INCLUDED IN SECTION 031000, 032000, 033000, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$200,700.00	\$200,700.00	\$300,000.00	\$300,000.00	\$300,000.00	\$300,000.00
3	MASONRY (DIVISION 4); PRICE INCLUDES ALL WORK INCLUDED IN SECTION 040110, 042000, 047200, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$387,000.00	\$387,000.00	\$350,000.00	\$350,000.00	\$435,000.00	\$435,000.00
4	METALS (DIVISION 5); PRICE INCLUDES ALL WORK INCLUDED IN SECTION 051200, 055000, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$47,500.00	\$47,500.00	\$50,000.00	\$50,000.00	\$65,000.00	\$65,000.00
5	WOOD, PLASTICS, AND COMPOSITES (DIVISION 6); PRICE INCLUDES ALL WORK INCLUDED IN SECTIONS 061000, 061500, 061753, 064116, 066400, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$412,500.00	\$412,500.00	\$500,000.00	\$500,000.00	\$300,000.00	\$300,000.00
6	THERMAL AND MOISTURE PROTECTION (DIVISION 7); PRICE INCLUDES ALL WORK INCLUDED IN SECTIONS 071900, 072100, 072119, 072715, 073113, 074293, 074646, 076200, 077100, 079200, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$173,500.00	\$173,500.00	\$120,000.00	\$120,000.00	\$150,000.00	\$150,000.00
7	OPENINGS (DIVISION 8); PRICE INCLUDES ALL WORK INCLUDED IN SECTIONS 081113, 081416, 083613, 084113, 085113, 087100, 088000, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$171,100.00	\$171,100.00	\$150,000.00	\$150,000.00	\$250,000.00	\$250,000.00
8	FINISHES (DIVISION 9); PRICE INCLUDES ALL WORK INCLUDED IN SECTIONS 092216, 092900, 093013, 095113, 096513, 096519, 098114, 099124, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$165,000.00	\$165,000.00	\$160,000.00	\$160,000.00	\$230,000.00	\$230,000.00
9	SPECIALTIES (DIVISION 10, 11 AND 12); PRICE INCLUDES ALL WORK INCLUDED IN SECTIONS 101419, 101423-16, 102113, 102800, 102800, 104613, 104616, 105113, 112413, 123651-16, 124813, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$79,000.00	\$79,000.00	\$150,000.00	\$150,000.00	\$100,000.00	\$100,000.00
10	PLUMBING (DIVISION 22); PRICE INCLUDES ALL WORK INCLUDED IN SECTION 220000 AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$193,600.00	\$193,600.00	\$180,000.00	\$180,000.00	\$200,000.00	\$200,000.00
11	HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) (DIVISION 23); PRICE INCLUDES ALL WORK INCLUDED IN SECTION 230000 AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$310,000.00	\$310,000.00	\$325,000.00	\$325,000.00	\$291,110.50	\$291,110.50
12	ELECTRICAL (DIVISION 26 AND 27); PRICE INCLUDES ALL WORK INCLUDED IN SECTION 260000, 269600, 270528, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$403,000.00	\$403,000.00	\$350,000.00	\$350,000.00	\$410,000.00	\$410,000.00
13	EARTHWORK (DIVISION 31); PRICE INCLUDES ALL WORK INCLUDED IN SECTION 311000, 312000, 312319, 313116, 316219, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$75,000.00	\$75,000.00	\$100,000.00	\$100,000.00	\$150,000.00	\$150,000.00
14	ALLOWANCE-UNFORESEEN CONDITIONS AND DEDICATED FOR ADDITIONAL CONSTRUCTION WORK REQUESTED BY THE OWNER.	75,000	ALLOWANCE	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00
15	SEPTIC SYSTEM	LUMP SUM	LUMP SUM	\$85,000.00	\$85,000.00	\$114,000.00	\$114,000.00	\$95,000.00	\$95,000.00



**BID TABULATION**


Client: Township of Lower  
 Date: 11/20/2025  
 Project Name: Lower Township Public Works Building Replacement  
 D&A Project #: LT-C-048.01

Item #	DESCRIPTION	QUANTITY & UNITS	Aliano Brothers General Contractors, Inc.		Capri Construction Company, Inc.		Weatherby Construction & Renovation, Corp.	
			UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
15	PRECAST CONCRETE WHEEL STOP	5 UNIT	\$200.00	\$1,000.00	\$500.00	\$2,500.00	\$127.20	\$636.00
17	VINYL FENCE, 6' HIGH	30 L.F.	\$80.00	\$2,400.00	\$50.00	\$1,500.00	\$171.72	\$5,151.60
18	IRMA MILLING, VARIABLE DEPTH	9,500 S.Y.	\$6.00	\$57,000.00	\$4.00	\$38,000.00	\$4.00	\$38,000.00
19	HOT MIX ASPHALT SURFACE COURSE, MIX 9.5M84, 2" THICK	1,200 TON	\$162.00	\$194,400.00	\$150.00	\$180,000.00	\$167.50	\$201,000.00
20	INLETS, TYPE "A"	1 UNIT	\$6,800.00	\$6,800.00	\$6,000.00	\$6,000.00	\$7,692.00	\$7,692.00
21	INLETS, TYPE "E"	1 UNIT	\$8,200.00	\$8,200.00	\$7,000.00	\$7,000.00	\$8,692.00	\$8,692.00
22	CHAIN LINK FENCE, 6' HIGH	425 L.F.	\$75.00	\$31,875.00	\$100.00	\$42,500.00	\$88.00	\$37,400.00
23	10" DUCTILE IRON CULVERT PIPE CLASS 52	100 L.F.	\$215.00	\$21,500.00	\$225.00	\$22,500.00	\$238.50	\$23,850.00
24	CONCRETE SIDEWALK, 4" THICK	160 S.Y.	\$100.00	\$16,000.00	\$102.00	\$16,320.00	\$118.75	\$19,000.00
25	8" x 18" CONCRETE VERTICAL CURB	270 L.F.	\$45.00	\$12,150.00	\$35.00	\$9,450.00	\$47.12	\$12,772.40
26	REINFORCED CONCRETE APRON, 8" THICK	315 S.Y.	\$185.00	\$58,275.00	\$122.00	\$38,430.00	\$212.00	\$66,780.00
27	REINFORCED CONCRETE PAD, 6" THICK	40 S.Y.	\$180.00	\$7,200.00	\$135.00	\$5,400.00	\$212.00	\$8,480.00
28	BEAM GUIDE RAIL	200 L.F.	\$200.00	\$40,000.00	\$40.00	\$8,000.00	\$170.00	\$24,000.00
29	TRAFFIC MARKINGS LINES, THERMOPLASTIC - 24"	60 L.F.	\$22.00	\$1,320.00	\$28.00	\$1,680.00	\$25.00	\$1,500.00
30	TRAFFIC MARKINGS LINES, EPOXY RESIN - 4"	2,875 L.F.	\$16.00	\$46,000.00	\$4.00	\$11,500.00	\$16.00	\$46,000.00
31	TRAFFIC MARKINGS, THERMOPLASTIC ARROW PAVEMENT MARKING	7 UNIT	\$520.00	\$3,640.00	\$45.00	\$315.00	\$571.50	\$4,000.50
32	TRAFFIC MARKINGS, THERMOPLASTIC ADA PAVEMENT SYMBOL	5 UNIT	\$520.00	\$2,600.00	\$45.00	\$225.00	\$600.00	\$3,000.00
33	SIGNS	6 UNIT	\$520.00	\$3,120.00	\$500.00	\$3,000.00	\$530.00	\$3,180.00
34	BOLLARDS	30 UNIT	\$600.00	\$18,000.00	\$1,000.00	\$30,000.00	\$933.00	\$27,990.00
35	TOPSOIL, SEEDING AND FERTILIZER, 5" THICK	340 S.Y.	\$15.00	\$5,100.00	\$10.00	\$3,400.00	\$18.02	\$6,126.80
36	CONNECT TO EXISTING INLET	1 UNIT	\$1,300.00	\$1,300.00	\$8,500.00	\$8,500.00	\$6,000.00	\$6,000.00
37	DETECTABLE WARNING SURFACES	1 UNIT	\$400.00	\$400.00	\$400.00	\$400.00	\$350.00	\$350.00
38	TRAFFIC MARKINGS, PAVEMENT WORD SYMBOL	1 UNIT	\$520.00	\$520.00	\$200.00	\$200.00	\$600.00	\$600.00

**BID TABULATION**

Client: Township of Lower  
Date: 11/20/2025  
Project Name: Lower Township Public Works Building Replacement  
D&A Project #: LT-C-048.01

Item #	DESCRIPTION	QUANTITY & UNITS		Allano Brothers General Contractors, Inc.		Capri Construction Company, Inc.		Weatherby Construction & Renovation, Corp.	
		PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
39	DENSE GRADED AGGREGATE BASE COURSE, 6" THICK	\$13.50	\$18,900.00	\$32.00	\$44,800.00	\$55.70	\$49,980.00		
40	HOT MIX ASPHALT BASE COURSE, MIX 19M64, 4" THICK	\$150.00	\$52,500.00	\$150.00	\$52,500.00	\$171.50	\$60,025.00		
41	STONE MULCHING, 6" THICK	\$70.00	\$22,400.00	\$25.00	\$8,000.00	\$30.00	\$9,600.00		
42	WATER SERVICE, 2" COMPLETE	\$12,800.00	\$12,800.00	\$20,000.00	\$20,000.00	\$5,200.00	\$5,200.00		
43	WATER SERVICE, 3/4" COMPLETE	\$8,600.00	\$8,600.00	\$15,000.00	\$15,000.00	\$5,200.00	\$5,200.00		
<b>Total Amount Bid Based on Estimated Quantities for Items 1 -43</b>					<b>\$3,538,860.00</b>		<b>\$3,649,498.00</b>		<b>\$3,795,006.80</b>

  
 Marc DeBlasio, P.E., P.P., C.M.E.  
 Township Engineer  
 11/20/2025  
 Date

Bidder's Mathematical Error

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

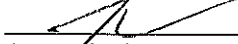
RESOLUTION #2026-106

Title: APPROVING A PROFESSIONAL SERVICE CONTRACT WITH DeBLASIO & ASSOCIATES FOR CONSTRUCTION PHASE SERVICES OF THE LOWER TOWNSHIP PUBLIC WORKS BUILDING PROJECT (LT-C-048.01)

WHEREAS, the Township of Lower is given authority by N.J.S.A. 40A:11-1 *et seq.* to enter into contracts for "Professional Services" without competitive bidding, when the need arises, so long as the award of such contract is made public by a Resolution of the Governing Body and satisfies the requirements of the New Jersey Pay-to-Play law; and

WHEREAS, DeBlasio & Associates have submitted the attached \$140,000.00 proposal for Construction Phase Services of the Lower Township Public Works Building project and the CFO has certified the availability of funds in the following budget line as evidenced by his signature:

Appropriation: C-04-55-422-204

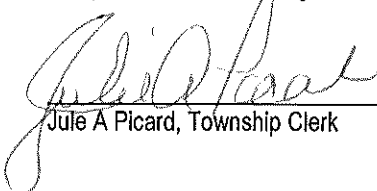
Signature:   
James Craft, CFO

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that a Professional Services Contract without public bidding in the amount of \$140,000.00 is awarded to DeBlasio & Associates for Construction Phase Services for the Lower Township Public Works Building Project (LT-C-048.01) in accordance with the proposal attached hereto; and that the Superintendent of Public Works is authorized to execute the Purchase Order.

BE IT FURTHER RESOLVED that this award shall be published in the Township's Official Newspaper.

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

I, Julie A Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

  
Julie A Picard, Township Clerk

# DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

PHONE: 609-854-3311 • FAX: 609-854-4323

December 4, 2025

VIA EMAIL

Gary Douglass, Superintendent  
Township of Lower Public Works Department  
2600 Bayshore Road  
Villas, NJ 08251

**Re: Township of Lower, Cape May County, NJ  
Lower Township Public Works Building  
Construction Phase Services  
D&A File #: LT-C-048.01**

Dear Mr. Douglass:

DeBlasio & Associates, P.C. is pleased to provide this proposal to provide our professional construction phase services for the **Lower Township Public Works Building – Construction Phase Services**.

## **A. Construction Phase Services**

1. Construction Phase, Architectural and Engineering Services
  - a. Attend the pre-construction and on-site project meetings as needed.
  - b. Review requests for information, proposed change orders and shop drawings.
  - c. Prepare progress reports.
  - d. Review construction schedules.
  - e. Review payment requisitions.
  - f. Attend final inspection and develop punchlist.
2. Contract Administration
  - a. Compile construction site safety reports, daily inspection reports and shop drawing submittals.
  - b. Prepare necessary contract change orders for approval and signature of the Borough.
  - c. Process and prepare periodic and final payment requisitions for approval and signature of the Borough.
  - d. Secure and provide close out documentation required by the contract for the Borough.
3. Periodic Construction Observation
  - a.) Attend the pre-construction meeting.
  - b.) Provide periodic construction observation, commensurate to the Contractor's operations, to observe the Contractor's operations for conformance with the drawings, specifications and shop drawings. D&A's undertaking shall not relieve the contractor of the contractor's obligation to perform the work in conformity with the drawings and specification and in a workmanlike manner shall not make D&A an insurer of the contractor's performance; and shall not impose upon S&A any obligation to see that the work is performed in a safe manner.

- c.) Prepare punchlist at substantial completion.
- d.) Attend final inspection meeting.
- e.) This service is based on an eight (8) month construction period and providing 750 hours of periodic construction observation.

**B. Professional Service Fee**

**1. Construction Phase Services**


- a. Following is a breakdown of the various phases of work for the Construction Phase:
  - 1.) Construction Phase, Architectural and Engineering Services \$ 55,000.00
  - 2.) Contract Administration \$ 10,000.00
  - 3.) Periodic Construction Observation \$ 75,000.00
- b. The Total Not to Exceed Budget shall be **\$140,000.00** (One Hundred Forty Thousand Dollars) and will be invoiced on percent complete by phase basis.
- c. The Not to Exceed Fee is based on an eight (8) month construction period. Periodic Construction Observation shall be adjusted should the contract completion time be extended.

**2. Total Fee**

• Construction Phase Services	<u>\$140,000.00</u>
<b>Total</b>	<b>\$140,000.00</b>

Upon your authorization, we are prepared to begin work immediately on the Township's **Lower Township Public Works Building - Construction Phase Services**. Should you have any questions or require any additional information, please do not hesitate to contact me or Andy McTague at our office. Thank you for the opportunity to submit this proposal.

Very truly yours,  
**DeBlasio & Associates, P.C.**

  
 Marc DeBlasio, P.E., P.P., C.M.E.  
 President  
 T: 609-854-3311  
 Marc@deblasioassoc.com

- cc: Mayor Frank Sippel (via email)  
 Michael Laffey, Manager (via email)  
 Margaret Vitelli, QPA (via email)  
 Julie Picard, Clerk (via email)  
 Karen Fournier, Deputy Clerk (via email)  
 Andy McTague (via email)  
 Cody Stanford (via email)  
 Finance (via email)

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

RESOLUTION # 2026-107


Title: **BID ACCEPTANCE AND CONTRACT AWARD FOR CONSTRUCTION AND ZONING BUILDING ROOF REPLACEMENT AND HVAC IMPROVEMENTS**

WHEREAS, the Notice to Bidders for the Construction and Zoning Building Roof Replacement and HVAC Improvements was advertised on January 7, 2026 and accepted on February 10, 2026 at 10:00 a.m. prevailing time; and

WHEREAS, Two (2) sealed bids were submitted and reviewed by the Township Engineer, QPA and the Public Works Superintendent; and

WHEREAS, Gaudelli Bros., Inc , the lowest qualified bidder, complied with the specifications and supplied all required bid documents and the CFO has certified the availability of funds as evidenced by his signature below:

Appropriation: C-04-35-439-371/375/475

Signature:   
James Craft, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the following contract is hereby awarded:

AWARD TO: **GUADELLI BROS, Inc**  
TOTAL: **\$ 920,000.00**

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>				
WAREHAM		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
ROY			<input checked="" type="checkbox"/>				
COOMBS			<input checked="" type="checkbox"/>				
SIPPEL			<input checked="" type="checkbox"/>				

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026

  
Julie A Picard, Township Clerk



REMINGTON  
& VERNICK  
ENGINEERS

4907 New Jersey Avenue  
Wildwood, NJ 08260  
O: (609) 522-5150  
F: (609) 522-5313

February 11, 2026

Gary Douglass, Superintendent  
Department of Public Works  
2600 Bayshore Road  
Villas, New Jersey

**RE: Township of Lower/Cape May County  
Construction & Zoning Building  
Roof Replacement & HVAC  
Recommendation of Award  
RVE No. 05-05-U-019**

Dear Mr. Douglass,

We have received the bid for the above captioned project based on our review we find the lowest responsive bidder to be Gaudelli Bros., Inc., 700 Orange St., Millville, NJ 08332 in the amount of \$920,000.00, representing Base Bid. Enclosed please find a copy of the bid tabulation for your review.


It is noteworthy that item #18 was bid at \$0.00. The second low bid came in at \$100.00 for that item. While this may constitute an error on the part of the low bidder, it does not seem to materially affect the bid.

Therefore, in accordance with the Local Public Contracts Law, NJSA 40A:11-1 et seq., the contract may be awarded to the lowest responsible bidder, which appears to be Gaudelli Bros, Inc. in the amount of \$920,000.00, representing Base Bid.

The award should be contingent upon approval of your Solicitor and monies being available.

Should you have any questions or comments, please do not hesitate to contact me at our Wildwood office 609-522-5150.

Very truly yours,  
**REMINGTON & VERNICK ENGINEERS, INC.**

  
David J. Maillet, PE,  
Engineering Department Head

Enclosures

cc: Robert Osborn, QPA Township of Lower (via email)  
Julie Picard, RMC, Township of Lower (via email)

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

RESOLUTION #2026-108

**Title: APPROVING A PROFESSIONAL SERVICE CONTRACT WITH REMINGTON & VERNICK ENGINEERS FOR THE CONSTRUCTION MANAGEMENT PHASE OF THE ROOFING REPLACEMENT PROJECT AT THE TOWNSHIP OF LOWER CONSTRUCTION & ZONING BUILDING**

WHEREAS, the Township of Lower is given authority by N.J.S.A. 40A:11-1 *et seq.* to enter into contracts for "Professional Services" without competitive bidding, when the need arises, so long as the award of such contract is made public by a Resolution of the Governing Body and satisfies the requirements of the New Jersey Pay-to-Play law; and

WHEREAS, Remington & Vernick Engineers provided a proposal for the Construction Management Phase for the Roof Replacement Project for Construction and Planning Building to include the attached listed Construction Phase Services and Contract Administration for a cost of \$45,000.00; and

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

Appropriation: Ord #24-04 C-04-55-439-910

Signature:   
James Craft, CFO

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that a Professional Service Contract without public bidding is awarded as follows:

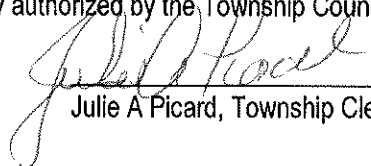
1. The Proposal between Remington & Vernick Engineers and the Township of Lower, in the form attached hereto as EXHIBIT A, for an amount of \$45,000.00 is hereby approved:

**Construction Management Phase                      \$45,000.00**

BE IT FURTHER RESOLVED that a notice of Award of Professional Service Contract for the above award shall be published in the Township's Official paper.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>				
WAREHAM		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
ROY			<input checked="" type="checkbox"/>				
COOMBS			<input checked="" type="checkbox"/>				
SIPPEL			<input checked="" type="checkbox"/>				

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026

  
Julie A Picard, Township Clerk



REMINGTON  
& VERNICK  
ENGINEERS

4907 New Jersey Avenue  
Wildwood, NJ 08260  
O: (609) 522-5150  
F: (609) 522-5313

February 5, 2026

Robert Osborn  
Purchasing Agent  
Township of Lower  
2600 Bayshore Road  
Villas, NJ 08251

**RE: Proposal for Professional Services  
Construction Management  
HVAC Replacement Project at Construction & Zoning Building  
Township of Lower, Cape May County, New Jersey  
M2025-0291**

Dear Mr. Osborn:

REMINGTON & VERNICK ENGINEERS (RVE) is pleased to present this proposal to provide professional services for the replacement of the existing HVAC system and roof replacement at the Construction and Zoning Building.

This project includes replacing the roof system and HVAC system at the Construction and Zoning Building as well as demolition of the existing sallyport. The work included in this proposal will include construction management and inspection. Services will be provided for this phase as described below.

**Construction Phase Services**

**Preconstruction Meeting:** This task will include coordinating and attending the preconstruction meeting with the contractor. We will prepare the invitation list and agendas. The meeting minutes will be prepared and distributed to maintain project records. A notice to proceed will be issued.

**Reviewing and Responding to RFIs:** We will answer requests for information (RFIs) from the contractor and interpret the intent of the plans and specifications as necessary. Written responses will be provided directly to the contractor and maintained in the project records.

**Shop Drawings and Submittals:** RVE will be responsible for reviewing and approving shop drawings, submittals, catalog data, schedules, samples, and results of tests/inspections. All documents will be reviewed for conformance with the contract documents.

**Contract Administration:** Throughout construction RVE will coordinate the following tasks.

**Payments:** Contractor requests for payment will be reviewed, certified, and transmitted to the Borough with proper backup documentation.

**Project Records:** Maintain all project records, including executed contracts, RFIs, reports, logs, correspondence, plans, specifications, and red line as-built drawings.

**Testing Coordination:** Provide observation and coordination with the testing subcontractor (if required). Test results will be reviewed for specification conformance.

**Project Coordination:** Coordinate work progress with all appropriate Borough departments, as well as impacted residents, businesses, and other project stakeholders.

**Change Orders/Credits:** Review change order requests and negotiate fair pricing with the contractor. RVE will provide recommendations to the Borough and track all credits due.

**Construction Observation:** This task includes part-time construction observation to ensure the project is completed in accordance with the contract documents.

**Project Closeout:** This task will include the preparation of a final punchlist and observation of final completion. As-built information will be added by the contractor to the original construction drawings in red-line format and provided to the Borough. Upon acceptance of the project, RVE will prepare a recommendation for final payment in accordance with the contract documents.

### **Exclusions**

The following services are excluded from this proposal:

Permitting preparation  
Permitting fees

Remington & Vernick Engineers will provide the services specified above for a lump sum fee of **\$45,000.00** to be invoiced monthly on a percent-complete basis.

Should you have any questions, comments, or require additional information, please feel free to contact me in our Wildwood office at (609) 522-5150 or by email via [david.maillet@rve.com](mailto:david.maillet@rve.com).

Very truly yours,

**REMINGTON & VERNICK ENGINEERS**

By:



David J. Maillet, PE  
Engineering Department Head

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

RESOLUTION #2026-109

Title: A RESOLUTION AUTHORIZING A LOAN APPLICATION TO THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION AND THE NEW JERSEY INFRASTRUCTURE BANK TO FUND IMPROVEMENTS TO THE TOWNSHIP'S SANITARY SEWER SYSTEM AND ROADWAY RESTORATION PROJECTS

WHEREAS, the Township of Lower intends to file a loan application with the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank for financing of certain clean water projects involving various improvements to the sanitary sewer system and roadway restoration projects within the Township, specifically for the Arctic Avenue Storm Sewer Replacement Project; and

WHEREAS, the Township Council of the Township of Lower believes that it is in the Township's best interests to file these loan applications with the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank to offset costs associated with the Arctic Avenue Storm Sewer Replacement Project; and

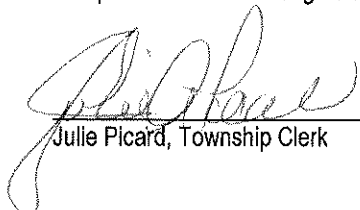
WHEREAS, the New Jersey Infrastructure Bank requires that the Township appoint Authorized Representatives to act on behalf of the Township in all matters related to the Project and loan applications;

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

1. The Township Mayor, Chief Financial Officer, and Clerk are each hereby authorized to act as "Authorized Representatives" to represent the Township in all matters relating to the Arctic Avenue Storm Sewer Replacement Project and loan applications to the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank. The Authorized Representatives may be contacted at: Township of Lower, 2100 Bayshore Road, Villas, New Jersey 02851; Telephone No.: (609) 886-2005.
2. The Township of Lower hereby authorizes the Authorized Representatives to file all applications for the Arctic Avenue Storm Sewer Replacement Project as may be required for loans and grants from the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank, as applicable, and to deliver all applications, documents, bonds, notes, instruments, or closing certificates in connection with the Project as may be required for such loans and grants.
3. This Resolution shall take effect immediately.

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

I, Julie A Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

  
Julie Picard, Township Clerk