

1. Meeting Agenda

Documents: [02-02-2016 AGENDA.PDF](#)

2. Meeting Packet

Documents: [2-2-16 AGENDA PACKET 1312.PDF](#)



# Common Council of the City of Summit

Closed Session Agenda for Tuesday, February 2, 2016

**7 : 0 0 p m – 7 : 2 0 p m**

(Produced by the Office of the Secretary to the Mayor and Council)

## ADEQUATE NOTICE

### RESOLUTION – Authorize Closed Session

1. Collective Bargaining Matters - NJSA 10:4-12.B (4)
  2. Purchase, lease or acquisition of property with public funds - NJSA 10:4-12.b (5)
  3. Public safety tactics and techniques - NJSA 10:4-12.b (6)
  4. Litigation and/or attorney-client privilege matters - NJSA 10:4-12.b (7)
    - Authorization Execution of Settlement Agreement - JRP Realty v. City of Summit
  5. Contract Negotiations (not collective bargaining) - NJSA 10:4-12.b (7)
  6. Personnel matters - NJSA 10.4-12.b (8)
    - Appoint Assistant City Treasurer
  7. Appointments - NJSA 10.4-12.b (8)
    - Memo – R. Licatese, re Unfilled Appointments
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        - Mayor’s Appointments:  
(**confirmation required**)
          - ◆ Arts Committee (6)
        - (**no confirmation required**)
          - Environmental Commission (1)
      - ◆ Council Appointments:
        - \*Affordable Housing Committee
        - Air Traffic Noise Advisory Board, UC (1 Alt.)
        - \*Naming & Sponsorship Committee (2)
        - Passaic River Greenway Task Force (6)
        - Shade Tree Advisory Board (1 Bldr/Dev)
        - \*Transportation Advisory Board, UC (1 Full, 1 Alt.)
- known for discussion
  - \* known for consideration

Only matters that have bullet points under them were known to need discussion at the time of agenda creation. The other subjects are those permitted for discussion and are listed in case they are needed.

## ADJOURN CLOSED SESSION



**Common Council of the City of Summit**  
**Regular Meeting Agenda for Tuesday, February 2, 2016**  
**7:30 PM**

(Produced by the Office of the Secretary to the Mayor and Council)

**COMMITTEE MEETING SCHEDULE**

Committee - Time - Attendees - Office

**BUILDINGS AND GROUNDS COMMITTEE**

Monday 1:00 pm – 1:30 pm Dept. of Community Services  
Rubino, Sun, Cascais

**FINANCE and PERSONNEL COMMITTEE**

Monday 1:30 pm – 4:30 pm Large Conference Room  
Lizza, Rubino, McTernan, Mayor Radest, Rogers, Gerba, Licatese

**GENERAL SERVICES COMMITTEE**

Friday 8:00 am – 8:30 am Large Conference Room  
Naidu, Hurley, McNany, Leblein-Josephs

**SAFETY COMMITTEE (Police and Fire)**

Thursday 4:00 pm – 5:00 pm Police Chief's Conf. Room  
5:00 pm – 6:00 pm Police Chief's Conf. Room  
Hurley, Ogden, Mayor Radest, Rogers, Evers, Weck

**WORKS COMMITTEE**

Friday 8:30 am – 9:30 am Dept. of Community Services  
Sun, Lizza, Cascais

**LAW COMMITTEE**

*As needed* 6:15 pm – 6:45 pm Small Conference Room  
Ogden, Naidu, Licatese, Ghelli

(STAFF REMINDER: Please provide Committee Agendas for the Council President, City Administrator, and the Secretary for distribution on Wednesday.)



**ASSISTIVE LISTENING DEVICES AVAILABLE. SEE CITY CLERK.**



## **CALL TO ORDER**

### **ADEQUATE NOTICE COMPLIANCE STATEMENT**

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## **ROLL CALL**

### **PLEDGE OF ALLEGIANCE**

#### **EXPLANATORY NOTE REGARDING CLOSED SESSION**

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*When invited to speak, please come to the lectern, clearly state your name and address, spell your last name, and speak into the podium microphone so that your comments can be understood by all and properly recorded. Whenever an audience or Council member reads from a prepared statement, please give or email a copy to the City Clerk's Office at [rlicatase@cityofsummit.org](mailto:rlicatase@cityofsummit.org). To help facilitate an orderly meeting and to permit all to be heard, speakers are asked to limit their comments to approximately 3 minutes or so in length.*

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### **APPROVAL OF MINUTES**

- Regular and Closed Session Meetings - January 19, 2016

### **REPORTS**

- Mayor, City Administrator and Council President (Summit Historical Minute)

## **PRESENTATIONS**

- Annual Stormwater Presentation - Aaron Schrage, City Engineer/Deputy DCS Director
- New Downtown Merchant - Privado Hair Salon – Miberly Cardenas, Owner

## **PUBLIC COMMENTS**

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## **ORDINANCE(S) FOR HEARING**

*Comments are solicited from Council members and the public.*

<u>Number</u>	<u>Title</u>	<u>Introduction Date</u>
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### **SAFETY**

(16-3100)	An Ordinance Amending the Code, Chapter VII, Traffic, Section 7-8, Parking, Subsection 7-8.5 Parking Time Limited on Certain Streets and Subsection 7-8.7, Parking Prohibited at All Times on Certain Street ( <i>Ordinance Summary: Amend Ordinance to prohibit all parking on a portion of the east side section of Morris Avenue between Beauvoir Avenue and Mountain Avenue.</i> )	1/19/2016
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## **ORDINANCE(S) FOR FINAL CONSIDERATION**

*No comments are permitted at this point since the hearing is closed.*

<u>Number</u>	<u>Title</u>	<u>Introduction Date</u>
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### **SAFETY**

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*\*Hearings will be at the meeting indicated below, unless otherwise noted*

<u>Number</u>	<u>Title</u>	<u>Hearing Date</u>
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### **GENERAL SERVICES**

(ID # 3935)	An Ordinance Amending the Code, Chapter XII, Parks, Public Areas, Recreational Facilities, Section 12-3, Summit Family Aquatic Center, Section 12-4, Municipal Golf Course, Section 12-5, Community Programs Recreation Programs and Rentals ( <i>Amend ordinance to expand the definition of non-residents eligible for membership at the Family Aquatic Center, create limitations on membership categories and set fees. Amend ordinance to change Community Program Recreation Program fees, establish sponsorship fees and credits.</i> )	2/17/16
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### **RESOLUTIONS**

*(Staff reports are attached as appropriate. Items are listed according to Council Committees, those in **italics** indicate secondary committee reference. Unless otherwise indicated, or desired by Committee Chair, or a Council member advises that they will be voting in the negative, all Committee resolutions may be voted on at once.)*

### **FINANCE/PERSONNEL**

- |             |  |
|-------------|--|
| (ID # 3960) | 1. Authorize Emergency Temporary Appropriations ( <i>Roll call vote</i> )  |
| (ID # 3955) | 2. Authorize Transfer of Appropriation Reserves ( <i>Roll call vote</i> )  |
| (ID # 3956) | 3. Increase Petty Cash – Parking Services Agency   |
| (ID # 3962) | 4. Appoint Assistant City Treasurer ( <i>Pending Closed Session Discussion</i> )   |
| (ID # 4001) | 5. Authorization Execution of Settlement Agreement - JRP Realty v. City of Summit ( <i>Pending Closed Session Discussion</i> ) |

### **WORKS**

- |             |  |
|-------------|--|
| (ID # 3947) | 1. Professional Services Award - Special Consultant Engineer - LSRP and Surveying - Hatch Mott MacDonald - Not to Exceed \$200,000.00.   |
| (ID # 3948) | 2. Professional Services Award - Special Consultant Engineer - Design and Inspection - Boswell Engineering - Not to Exceed \$200,000.00. |

- (ID # 3449) 3. Authorize Professional Services Agreement - LSRP DPW Remediation - Hatch Mott MacDonald - \$60,900

### **BUILDINGS AND GROUNDS**

- (ID # 3974) 1. Award RFP Energy Audit Services - Ciel Power LLC  
(ID # 3991) 2. Appoint Naming & Sponsorship Committee Member, Summit Representatives to Union County Transportation Advisory Board and Affordable Housing Committee (*Pending Closed Session Discussion*)

### **CONSENT AGENDA**

#### **SAFETY**

- (ID # 3936) 1. Grant Permission and Set Forth Conditions – Department of Community Programs - Ice Skating Event  
(ID # 3975) 2. Authorize Attendance - Fire Department - TEEX Incident Management Training

#### **FINANCE/PERSONNEL**

- (ID # 3937) 1. Authorize Refunds - Department of Community Programs  
(ID # 3943) 2. Authorize Refund Overpayment of 2015 Taxes and Cancel Taxes  
(ID # 3961) 3. Authorize Parking Refunds - Summit SmartCard, Prepaid Parking, and Overnight Parking Permits  
(ID # 3972) 4. Authorize Payment of Bills - \$1,442,695.11

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Minutes, Reports, etc. from the following:

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City Clerk' Office



TO: Mayor and Common Council

FROM: Aaron Schrager, City Engineer

DATE: December 14, 2015

SUBJECT: Amend Ordinance to Prohibit Parking on a Section of Morris Avenue near Mountain Avenue.

Attached please find a memo from Lt. David Richel requesting a parking restriction on Morris Avenue. I agree with the Lt. Richel's memo and take no exception to the amendment to the ordinance or the subsequent striping and signage that will be required if passed.

<b>ORDINANCE #</b>	<b>16-3100</b>
Introduction Date:	1/19/2016
Hearing Date:	2/2/2016
Passage Date:	
Effective Date:	

**An Ordinance Amending the Code, Chapter VII, Traffic, Section 7-8, Parking, Subsection 7-8.5 Parking Time Limited on Certain Streets and Subsection 7-8.7, Parking Prohibited at All Times on Certain Street (Ordinance Summary: Amend Ordinance to prohibit all parking on a portion of the east side section of Morris Avenue between Beauvoir Avenue and Mountain Avenue.)**

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT, as follows:

Section 1. That Subsection **7-8.5, Parking Time Limited on Certain Streets**, -- No person shall park a vehicle for longer than the time limit shown below at any time (except Sundays and holidays) between the hours listed upon any of the following described streets or parts of streets, -- of the Code, shall be amended and supplemented as follows:

**7-8.5, Parking Time Limited on Certain Streets**

<i>Name of Street</i>	<i>Sides</i>	<i>Time Limit</i>	<i>Hours</i>	<i>Location</i>
Morris Avenue	East	2 hr.	8:00 a.m. - 6:00 p.m.	<del>Beauvoir Avenue to a point 115 feet north of Mountain Avenue.</del> From a point 115 north of the northerly curbline of Mountain Avenue extended to a point 317 feet northerly therefrom.
Morris Avenue	East	2 hr.	8:00 a.m. - 6:00 p.m.	Beauvoir Avenue to a point 424 feet southerly therefrom.

Section 2. That Subsection **7-8.7, Parking Prohibited at All Times on Certain Streets**, - No person shall park a vehicle at any time upon any of the following described streets or parts of streets - of the Code, shall be amended and supplemented as follows:

**7-8.7, Parking Prohibited at All Times on Certain Streets**

<i>Name of Street</i>	<i>Side</i>	<i>Location</i>
<u>Morris Avenue</u>	<u>East</u>	<u>From a point 432 feet north of the northerly curbline of Mountain Avenue extended to a point 112</u>

| | | feet northerly therefrom. |

Section 3. All ordinances or parts of ordinances inconsistent herewith are hereby repealed and this ordinance shall take effect upon certification by the City Engineer and after final passage and publication as provided by law and upon approval of the Union County Board of Freeholders.

(Last additions in text indicated by underline; deletions by strikeouts)

Dated:

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing ordinance was duly passed by the Common Council of said City at regular meeting held on Tuesday evening,

Approved:

City Clerk

Mayor



**SUMMIT POLICE DEPARTMENT**  
**SUPPORT SERVICES DIVISION**  
**MEMORANDUM**



To: Chief Robert K. Weck

From: Lt. David L. Richel

Re: No Parking Ordinance

Date: November 20, 2015

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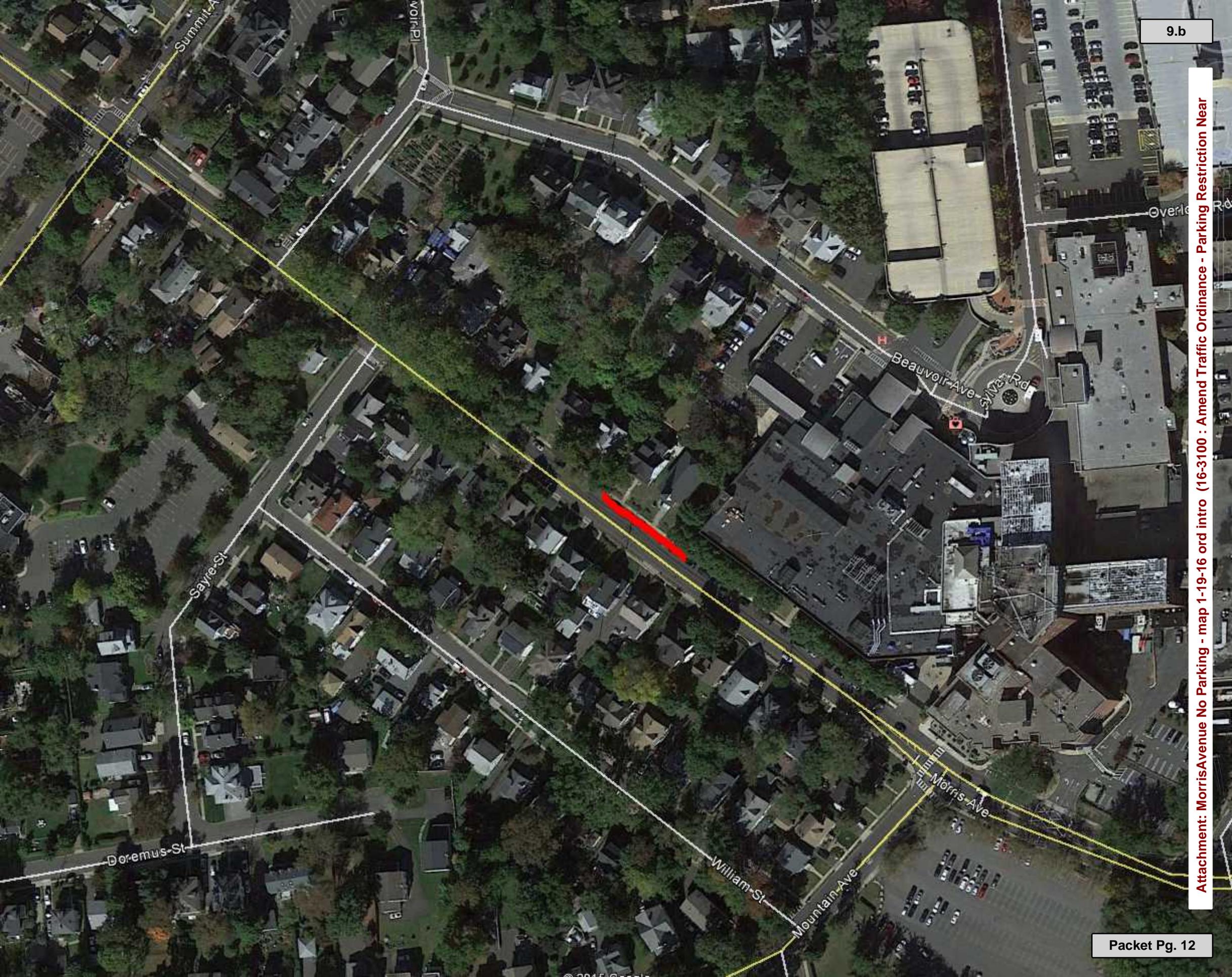
I have had numerous concerns/complaints with regards to the parking on Morris Avenue (2 hour zone) between Mountain Avenue and Beauvoir Avenue. The majority of concerns have come from the congregation of the Mount Olive Church, which is located just west of the Overlook Hospital campus. I have also met and spoke with a resident that cannot see when she exits her driveway due to the 2 hour zone parking.

The main concern for the Church is that their congregation is getting older and they have nowhere to park, or drop off their members, due to Overlook Hospital employees continually parking in the 2 Hour Zone. They state that this includes Saturday and Sunday.

I recently advised them that I agree that there should be an area that would be designated no parking in front of their church and two adjacent properties. This would provide an area for the congregants to be dropped off, and the residents that utilize their driveways, a safe line of sight for egress of their properties. It should be noted that Mount Olive Church does not have a parking area or driveway. The only access to their Church is a steep stairway from Morris Avenue.

The proposed ordinance would be from a point 432 feet west of Mountain Avenue to a point 112 feet there to. This would provide a safe area for drop off and pick up of congregants, and a clear sight line for residents that wish to utilize their driveways.

Attachment: Mountain to Beauvoir Memo (16-3100 : Amend Traffic Ordinance - Parking Restriction Near Mountain Avenue)





TO: Mayor and Common Council

FROM: Judith Josephs, Director - Department of Community Programs

DATE: January 5, 2016

Each year we are obligated to review the fees and charges for all of our programs and memberships found in our existing ordinance. As you are aware, our programs and memberships are all fee based. We make every attempt to not increase our fees unless the program costs, instructor fees or operating budgets call for increases.

The changes you will see indicated in this document are for new programs that we are adding OR to delete certain programs. You will also see some increases to cover program direct costs.

The area with the most change is the Family Aquatic Center Memberships. There are no changes in the Summit Municipal Golf Course Memberships or fees. Sponsorship fees that have been implemented for years are now memorialized here.

We have not increased our membership or guest fees at the SFAC in five years. We have seen some demographic changes in our categories and have seen some drops in Individual and Family Memberships. The DCP Advisory Board and Staff have been watching these numbers carefully. In 2016 our Capital Debt Service increases and with the facility aging, we recognize the need to increase our revenue.

We have every confidence that our facility is safe, well run and still a bargain in the area. We have watched this loss of family memberships for the past several years and have known that at some time we would consider Non-Resident Memberships as we do at the Muni.

So, we offer the following:

- Slight increases in the membership categories.
- Slight increase in Daily Guest Fees
- Trial 1 year basis to allow for Non-Resident Memberships at double the cost of Summit residents.

We believe that we can sell these memberships on a limited basis (100 maximum families/50 maximum individuals) through a soft sale extended to our current members, then an open sale. By entertaining some Non-resident memberships, we can strengthen our bottom line and keep our Resident Memberships reasonable. It will be evaluated at the end of the 2016 season.

I will address your questions and concerns at the meeting of General Services before this ordinance advances to Common Council. Additional data will be shared at that time.



<b>ORDINANCE #</b>	<b>(ID # 3935)</b>
Introduction Date:	2/2/2016
Hearing Date:	2/17/2016
Passage Date:	
Effective Date:	2/25/16

**An Ordinance Amending the Code, Chapter XII, Parks, Public Areas, Recreational Facilities, Section 12-3, Summit Family Aquatic Center, Section 12-4, Municipal Golf Course, Section 12-5, Community Programs Recreation Programs and Rentals**

*(Ordinance Summary: Amend ordinance to expand the definition of non-residents eligible for membership at the Family Aquatic Center, create limitations on membership categories and set fees. Amend ordinance to change Community Program Recreation Program fees, establish sponsorship fees and credits.)*

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT, NEW JERSEY as follows:

Section 1. That SECTION 12-3.2 SUMMIT FAMILY AQUATIC CENTER DEFINITIONS, SECTION 12-3.3 MEMBERSHIP CATEGORIES, SECTION 12-3.4 MEMBERSHIP/GUESTFEES, 12-5.1, COMMUNITY PROGRAMS RECREATION PROGRAMS AND FEES, 12-5.2A SPONSORSHIP FEES, 12-5.4 CONDITIONS OF THE CODE shall be amended and supplemented to read as follows:

12-3.2 Definitions.

*Non-resident*: who are eligible to join at resident rates shall mean:

- a. Current or retired employees of the City of Summit and their immediate families.

12-3.3 Membership Categories.

Membership is limited to residents and taxpayers of Summit and a limited number of non-residents when and if determined by the Department of Community Programs and others as defined as residents in section 12-3.2 and to a maximum of six thousand (6,000) persons. Membership is not transferable. Applicants in excess of membership capacity will be placed on a waiting list and their applications numbered in sequence of receipt. As vacancies occur, applicants will be accepted for membership in the sequence in which their applications were received.

*Non-resident Family* - A non-resident family membership is available to one (1) or two (2) adults who lives outside of Summit and their unmarried children also living at the same address, who are twenty-two (22) years of age and under. (Immediate family only).

Non-resident Individual - A non-resident individual membership is available to those who are two (2) years of age or older by opening day of the pool season who lives outside of Summit. Children under eleven (11) must be accompanied by someone 16 years and older.

Associate - An associate membership is available to a caregiver as an add-on to any valid membership category, Monday through Friday only and are not allowed to bring guests.

12-3.4 Membership/Guest Fees.

a. *Membership Fees.*

1. Family - ~~\$375.00~~ \$395.00 per season.
2. Subsidized Family - ~~\$300.00~~ \$320.00 per season.
3. Individual - ~~\$150.00~~ \$160.00 per season.
4. Subsidized Individual - ~~\$120.00~~ \$130.00 per season.
5. Senior Citizen - ~~\$65.00~~ \$70.00 per season.
6. Associate - ~~\$150.00~~ \$160.00 per season.
7. Non-resident Family - \$790.00 per season.
8. Non-resident Individual - \$320.00 per season.

b. *Guest Fees.*

Adult guests pay a one (1) day fee of ~~eight (\$8.00)~~ nine \$9.00 dollars weekdays and ~~nine (\$9.00)~~ ten \$10.00 dollars weekends and holidays. Children two (2) to seventeen (17) and seniors sixty-two plus (62+) pay ~~six (\$6.00)~~ seven \$7.00 dollars weekdays and ~~seven (\$7.00)~~ eight (\$8.00) dollars weekends and holidays. Children under two (2) years are free. These fees include re-entry into the Family Aquatic Center.

12-5.1 Programs and Fees.

Program	Resident Fee	Nonresident Fee	Scholarship
<u>Chef It UP</u>	<u>11500</u>	<u>\$135.00</u>	<u>85.00</u>
Field Hockey Fundamentals	<del>130.00</del> <u>145.00</u>	<u>N/A</u>	100.00
<u>Holiday Camp</u>	<u>65.00</u>	N/A	<u>50.00</u>
<u>Lego Robotics</u>	<u>155.00</u>	<u>175.00</u>	<u>115.00</u>
<del>KidzArt – Summer – 2 weeks discount</del>	<del>340.00</del>	<del>380.00</del>	<del>255.00</del>
Multi-Sports Total Sports Squirts	<del>155.00</del> <u>160.00</u>	<del>175.00</del> <u>180.00</u>	<del>115.00</del> <u>120.00</u>
<u>Paddle Boarding/Kyack</u>	<u>50.00</u>	<u>70.00</u>	<u>N/A</u>

Private Swim Lessons (half hour lessons)	30.00	N/A	N/A
Special Needs - Art/Dance	<del>65.00</del> <u>85.00</u>	<del>65.00</del> <u>85.00</u>	<del>50.00</del> <u>65.00</u>
Special Needs - Social Skills - 1X per week for 5 weeks	<u>100.00</u>	<u>100.00</u>	<u>75.00</u>
Special Needs - Study Skills - 1X per week for 5 weeks	<del>65.00</del> <u>100.00</u>	<del>65.00</del> <u>100.00</u>	<del>50.00</del> <u>75.00</u>
Swim Lessons - (4 day a week)	<del>45.00</del> <u>55.00</u>	N/A	<del>N/A</del> <u>40.00</u>

12-5.2A Sponsorship Fees:

<u>Movies:</u>	<u>Per Event</u>
<u>Non-Profit</u>	<u>\$400.00</u>
<u>Partner</u>	<u>\$800.00</u>
<u>Premium</u>	<u>\$1500.00</u>
<u>Series</u>	<u>\$5,000.00</u>
<u>Concert Partners:</u>	
<u>Single Concert</u>	<u>\$800.00</u>
<u>Two Concerts</u>	<u>\$1,600.00</u>
<u>Three Concerts</u>	<u>\$2,100.00</u>
<u>Four Concerts</u>	<u>\$2,500.00</u>
<u>National Night Out:</u>	
<u>Non-Profit</u>	<u>\$750.00</u>
<u>Partner</u>	<u>\$1500.00</u>
<u>Premium</u>	<u>\$2,500.00</u>
<u>Heritage Day:</u>	
<u>Non-Profit</u>	<u>\$400.00</u>
<u>Partner</u>	<u>\$800.00</u>
<u>Premium</u>	<u>\$1500.00</u>
<u>Presenting</u>	<u>\$5,000.00</u>
<u>Special Events (TBD)</u>	
<u>Non-Profit</u>	<u>\$500.00</u>
<u>Display Only</u>	<u>\$500.00</u>
<u>Partner</u>	<u>\$1,000.00</u>
<u>Premium</u>	<u>\$2,000.00</u>

12-5.4 Conditions.

Refunds/Credits - Once a program begins, pro-rated refunds or credits will only be issued in cases of medical reasons or relocation with documentation. A full refund or credit will be issued prior to the start of a program. Credits can only be used in the same season and in the same calendar year.

Section 2. All Ordinances or parts of Ordinances inconsistent herewith are hereby repealed and this Ordinance shall be effective upon final passage and publication according to law.

(Last additions in text indicated by underline; deletions by ~~strikeouts~~.)

Dated:

I, Rosalia M. Licatase, City Clerk of the City of Summit, do  
Hereby certify that the foregoing ordinance was duly passed  
by the Common Council of said City at a regular meeting  
held on

Approved:

Mayor

City Clerk

**Memo to:** Finance Committee  
 General Services Committee  
**From:** Judith Leblein Josephs  
**Date:** January 5, 2016  
**RE:** Additional Information 2016 SFAC Fee/Membership Adjustments

The Department of Community Programs has requested consideration of several ordinance changes in regards to the Membership and Guest Fees for the Summit Family Aquatic Center. We have been watching a slow decline and movement between membership categories and revenue at the SFAC.

We have every confidence that the facility is well run, clean and safe. We have seen a shift in between the membership categories from Family Memberships to the Individual Membership. We attribute some of this shifting to a changing demographic when youth are now old enough to go to the SFAC alone, some families have dropped the family membership and gone only with the Individual Membership for their child. We've also seen some families shifting from the Family Membership to the Individual Membership and relying on the Guest Fees to supplement visits to the SFAC with the one Individual Member. You can see these changes in Memberships and an increase in Guest Fees clearly.

	2008 *	2009	2010	2011 *	2012	2013	2014	2015
<b>Family</b>	860	750	805	799	790	771	718	689
<b>Individual</b>	322	288	339	439	415	411	339	382
<b>Seniors</b>	265	249	300	303	301	290	281	269
<b>Guests</b>	6,420	6,205	7,465	6,867	7,567	6,568	6,073	7,484
<b>Total Passes Issued</b>	5,158	4,502	4,875	4,712	4,549	4,422	4,145	4,144

- Fee increases in 2008 and 2011.

Over the past three years, we have added categories through Ordinance Amendments that would allow memberships to be purchased by City Employees, EMS, Board of Education Employees and City Tax Payers/Property/Business Owners. We had hoped that these categories would expand of membership base but we have had limited success. For example we only saw 2 BOE Family Memberships, 1 Individual BOE Membership, 2 ½ Season EMS Memberships and 1 Senior ½ Season BOE Membership. These new categories only created \$1,083 in new revenue.

**Why Request Membership Increases and Non-Resident Memberships?**

The SFAC is budgeted through the Municipal Budget with the expectation that the facility will cover its operating expenses as well as utilities, insurance, Social Security, Workman's Compensation and Capital Debt Service. The Operating Budget including S&W appears as a budgetary item. The SFAC covers those direct expenses as well as those items listed above that appear throughout other budgets within the City and return those costs to the City.

Attachment: SFAC Fee Memo for 2016 (3935 : Amend Department of Community Programs Fees)

	2008	2009	2010	2011	2012	2013	2014	2015
<b>Operating/S&amp;W*</b>	\$253,835	\$249,313	\$249,502	\$262,832	\$284,751	\$279,370	\$280,157	\$280,432
<b>Debt Service</b>	\$205,798	\$200,508	\$194,947	\$195,074	\$175,102	\$162,404	\$151,217	\$152,448
<b>Total Expenses</b>	\$459,633	\$449,821	\$444,449	\$457,906	\$459,853	\$441,774	\$431,374	\$432,880
<b>Total Revenue</b>	\$472,638	\$427,047	\$466,658	\$492,348	\$487,950	\$472,820	\$438,076	\$437,227
<b>NET</b>	<b>\$13,005</b>	<b>(\$22,774)</b>	<b>\$22,209</b>	<b>\$34,442</b>	<b>\$28,097</b>	<b>\$31,046</b>	<b>\$6,702</b>	<b>\$4,347</b>

	2016	2017	2018	2019- Beyond
<b>Debt Service</b>	\$159,795	\$153,960	5,407	?

- Seasonal Salaries, Water, Telephone, Electric, Gas, Telephone, Insurance, Social Security, Medicare, Worker’s Compensation, Operating Expenses

Recognizing that we have seen a steady drop in Family Memberships which is the primary revenue source for the SFAC, we have looked at ways in which we can increase revenue. We will also be experiencing an increase in our Capital Debt service over the next two years. Recognizing that the facility is now over 10 years old, we know that we will need additional revenue to help to cover new capital costs moving forward such as a new surface for the Leisure Pool and large mechanical improvements due to age. We would also like the opportunity to hire a full time Maintenance Professional to work at the SFAC all summer, monitor the facility for maintenance over the winter months while working on other DCP facilities. The combined increase in debt service and more Maintenance Supervision would cost an estimated additional \$50,000 in 2016. We have offered the following two recommendations for consideration to increase revenue:

**#1: Membership Increase Recommended for 2016:**

- Family Membership:** \$20 increase from \$375 - \$395
- Individual Membership:** \$10 increase from \$150-\$160
- Senior Membership:** \$ 5 increase from \$65 - \$70
- Guest Fees:** \$ 1 per category

- ½ season and scholarship fees are based on these three categories of membership.

The SFAC is like no other community based pool in the region for amenities, service and special events. Even with our award winning facility, exceptional programs and special events and programs offered, we are still one of the most economical resident rates in the region. Comparisons are difficult as the other facilities are not as attractive and offer as much entertainment value. This increase has been recommended by the DCP Advisory Board after a review of area pools and keeping the increase to a minimum to encourage continuation of memberships. This is the first increase in 5 years. It is also based on the area market.

Attachment: SFAC Fee Memo for 2016 (3935 : Amend Department of Community Programs Fees)

	West Orange		Verona		Cedar Grove		Cranford		Morris Twp		Westfield	
	Resident	NR	Resident	NR		NR		NR		NR		NR
<b>Family</b>	300		470		525		375	600	350	510	450	600
<b>Individual</b>	190		310		375		300	300	175	315	180	345
<b>Senior</b>	115		180		180		140	140	70	135	90	155

	Morristown		Berkeley Heights		Mountainside		New Providence		Millburn		Livingston	
	Resident	NR	Resident	NR	Resident	NR	Resident	NR	Resident	NR	Resident	NR
<b>Family</b>	240	350	550		320	595	520	675	273		432	497
<b>Individual</b>	145	310	275		163	297	300	435	148		216	248
<b>Senior</b>	49	89	91		112	250	105	105	74		125	145

**Projected income from proposed membership increase assuming all numbers remain the same:**

We expect the following income from the proposed increases for 2016:

<b>Family</b>	\$13,780
<b>Individual</b>	\$ 3,820
<b>Seniors</b>	\$ 1,345
<b>Associates, Scholarships, Half Seasons</b>	\$ 3,103
<b>Guests</b>	\$ 7,484
<b>Total</b>	<b>\$29,532</b>

**#2: Expand Membership to Include Non-Resident Memberships on a 1 year trial basis:**

	Maximum	½ Estimate
<b>Non Resident Family</b>	\$ 790 x 100 = \$79,000	/ \$ 790 x 50 = \$39,500
<b>Non Resident Individual</b>	\$ 320 x 50 = \$16,000	/ \$ 320 x 25 = \$ 8,000
<b>Potential New Revenue</b>	<b>\$95,000</b>	<b>/ \$47,500</b>

This 1 year trial is to expand our membership base by a limited number of each category. Up to 100 Families and up to 50 individuals. There is no way to estimate the number we would attract, but based on inquiries we receive from residents of other communities including those that currently have pools, we believe that we can anticipate at least ½ of the maximum limit for this trial.

**Why should we do both an increase to our Resident Memberships and the 1 Year Trial for Non-Residents?**

Since we cannot be sure of the response for the Non-Resident Memberships, we would like to try the trial and see the financial outcome. The Non-Resident Membership could help us to avoid future Resident increases. To do both may seem like an overly aggressive move, however we need to cover the increase in debt service, the need for more Maintenance and the future capital needs of the facility.

Should the one year trial not go as hoped, the modest increase for Residents will keep the facility responsible to its financial goals.

**AUTHORIZE EMERGENCY TEMPORARY APPROPRIATIONS**

WHEREAS, emergent conditions have arisen with respect to either funds being needed for salaries and/or payments being due to various vendors, and

WHEREAS, adequate provisions were not made in the 2016 Temporary Budget, and N.J.S.A. 40A:4-20 provides for creation of emergency temporary appropriations, and

WHEREAS, the total emergency temporary resolutions adopted in the year 2016 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951 as amended) including this resolution total \$220,000.00.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT (not less than two-thirds of all the members thereof affirmatively concurring):

That, in accordance with N.J.S.A. 40A:4-20:

1. The emergency temporary appropriations listed below will be provided for in the 2016 Budget under the titles shown and for the amounts given below and the same are hereby as follows:

	<u>Salaries</u>	<u>Other Expenses</u>
NPSM Emergency Services Dispatch Center		\$220,000.00
Subtotal		\$220,000.00

In the Total Amount of \$220,000.00

2. Two certified copies of this resolution be filed with the Director of Local Government Services.

Dated February 2, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening February 2, 2016.

City Clerk



**Finance**  
R - Finance/Personnel

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 02/02/16 07:30 PM

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**RESOLUTION (ID # 3960)**

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DOC ID: 3960

TO: Mayor and Common Council

FROM: Marge Gerba, City Treasurer

DATE: January 12, 2016

**SUMMARY**

This resolution authorizes emergency temporary appropriations to the Current Fund Budget for the NPSM Emergency Services Dispatch Center. We did not receive notice of a quarterly payment being due in February until January 4, 2016.

The Temporary Budget may be amended at any time up to and including January 30<sup>th</sup> and is limited to 26.25% of the prior year's budget. After that date, the limit on appropriations is removed and any appropriation which becomes necessary prior to final adoption of the budget (and which has not been included in the Temporary Budget) are made through an Emergency Temporary Appropriation resolution. This resolution must be adopted by at least 2/3 of the full membership of the governing body.

This resolution adds \$220,000.00 to the current Temporary Municipal Budget of \$7,822,225.00 bringing the total to \$8,042,225.00.

**AUTHORIZE TRANSFER OF APPROPRIATION RESERVES**

WHEREAS, there appears to be a surplus in the following 2015 Reserve Fund Operating Accounts over and above the demands to be necessary:

FROM

		<u>Salaries and Wages</u>	<u>Other Expenses</u>
25-240-000	Police		\$25,000.00
32-465-000	Community Services		3,000.00
20-165-000	Engineering		2,000.00
	Total		\$30,000.00
	Total amount transferred from:	<b>\$30,000.00</b>	

WHEREAS, there appears to be insufficient funds in the following 2015 Reserve Fund Operating Accounts to meet the demands thereof:

TO

		<u>Salaries and Wages</u>	<u>Other Expenses</u>
25-240-000	Police Off Duty	\$25,000.00	
32-465-000	Community Services	5,000.00	
	Total	\$30,000.00	
	Total amount transferred to:	<b>\$30,000.00</b>	

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

Dated: February 2, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, February 2, 2016.

City Clerk



**Finance**  
R - Finance/Personnel

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 02/02/16 07:30 PM

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**RESOLUTION (ID # 3955)**

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DOC ID: 3955

TO: Mayor and Common Council

FROM: Marge Gerba, City Treasurer

DATE: January 11, 2016

**SUMMARY**

This resolution transfers funds from reserve year operating accounts with a balance to reserve year operating accounts with insufficient funds.

These transfers are only allowed during the first three months of the current year.

Resolution (ID # 3956)  
February 2, 2016

### INCREASE PARKING PETTY CASH

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund, and

WHEREAS, it is the desire of the Common Council of the City of Summit, County of Union that the petty cash fund for the Parking Services Department be increased from \$100.00 to \$200.00.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT, COUNTY OF UNION, NEW JERSEY:

1. That it does hereby authorize such action.
2. That two copies of this resolution be filed with the Director, Division of Local Government Services, New Jersey Department of Community Affairs for approval.

Dated: February 2, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, February 2, 2016.

City Clerk



**Finance**  
R - Finance/Personnel

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 02/02/16 07:30 PM

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**RESOLUTION (ID # 3956)**

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DOC ID: 3956

TO: Mayor and Common Council

FROM: Marge Gerba, City Treasurer

DATE: January 11, 2016

Parking Services Petty Cash fund was established at \$100 at the January 5, 2016 meeting. In February 2015 it was increased to \$200.00. This resolution is to amend the previous resolution and reestablish the Parking Petty Cash Fund at \$200.00.

# PARKING SERVICES AGENCY

CITY HALL, 512 SPRINGFIELD AVENUE SUMMIT, NJ 07901  
 908-522-5100  
 PARKING@CITYOFSUMMIT.ORG  
 WWW.CITYOFSUMMIT.ORG



## MEMORANDUM

To: Scott Olsen, Chief Financial Officer  
 From:  Rita M. McNany, Parking Services Manager  
 cc: Finance and General Services Committees, File  
 Date: January 23, 2015  
 Re: **Petty Cash - Request Increase from \$100 to \$200**

In 2013, Parking Services began a petty cash fund to eliminate processing and mailing refund checks for amounts lower than \$25 with a fund amount of \$100.

As you know, the replenishment requires a Purchase Order to be processed, a check cut and having the check cashed at the City's bank.

For the first 6 months of 2014, we replenished the fund four times. With the refunding of Smartcard balances and overpayments, our cash refunds have increased.

With a petty cash fund of only \$100 and the increase in refunds we doubled the times we needed to replenish the petty cash fund in the last six months of 2014.

It would assist both Parking Services and Finance Departments if the Petty Cash Fund was increased to \$200. Parking Services will continue to provide the Finance Department with a monthly reconciliation of all cash refunds and petty cash fund balance.

If the Finance Committee agrees to the increase, please add a "finance" resolution to the February 10<sup>th</sup> Council Meeting for Council's consideration.

Thank you for your consideration in this matter.

Attachment: Petty cash memo - Parking (3956 : Increase Parking Petty Cash)

Resolution (ID # 3962)  
February 2, 2016

**APPOINT ASSISTANT CITY TREASURER (PENDING CLOSED SESSION DISCUSSION)**

Resolution Pending Closed Session Discussion

Resolution (ID # 4001)  
February 2, 2016

**AUTHORIZATION EXECUTION OF SETTLEMENT AGREEMENT - JRP REALTY V. CITY  
OF SUMMIT**

Pending Closed Session



**Tax Assessor**  
R - Finance/Personnel

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 02/02/16 07:30 PM

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**RESOLUTION (ID # 4001)**

DOC ID: 4001

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TO: Mayor and Common Council  
FROM: Alves-Viveiros Sonia, Deputy City Clerk  
DATE: January 22, 2016

**SUMMARY**

Resolution (ID # 3947)  
February 2, 2016

**AUTHORIZE 2016 SPECIAL CONSULTANT ENGINEERING SERVICES - LSRP AND  
SURVEYING - HATCH MOTT MACDONALD - NOT TO EXCEED \$200,000.00**

WHEREAS, the City of Summit has a need to acquire surveying, licensed site remediation professionals, and general engineering services as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the anticipated term of this contract is from January 1 through December 31, 2016, and

WHEREAS, Hatch Mott MacDonald has submitted a proposal in response to a public Request for Qualifications for these services; with said costs estimated by the City Engineer not to exceed \$200,000, and

WHEREAS, project specific invoices will be provided by the vendor upon assignment of individual projects to be determined during the term of the 2016 contract, and funds will be certified against the appropriate capital ordinance.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

1. That the Mayor and City Clerk are hereby authorized and directed to sign an agreement with Hatch Mott MacDonald, 111 Wood Avenue South, Iselin, NJ 08830, as described herein.
2. That Hatch Mott Macdonald shall comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 (Affirmative Action), N.J.S.A. 52:32-44 (Business Registration), and the City's insurance requirements.

Dated: February 2, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, February 2, 2016.

City Clerk



DCS - Engineering Division  
R - Works

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 02/02/16 07:30 PM

## RESOLUTION (ID # 3947)

DOC ID: 3947

TO: Mayor and Common Council

FROM: Aaron Schrager, City Engineer

DATE: January 11, 2016

SUBJECT: Resolution authorizing contract to establish rate schedule for Hatch Mott MacDonald to provide professional engineering services on capital projects for LSRP, surveying, and general engineering.

### SUMMARY

The Engineering Division periodically hires professional engineering firms to assist on capital projects as needed. In December, the Division received ten (10) responses to a publicly advertised Request For Qualifications. All responses were reviewed by the City Solicitor and the Division. Since different firms have strengths in the many concentrations of municipal engineering, the Division is recommending that the City enter into a contract with each of the following two (2) engineering firms. Each of the following firms has agreed to the established the rate schedule in the RFQ to be utilized for projects. The rate schedule was created by the Division.

Based on a review of the responses to the Request For Qualifications, the Engineering Division is recommending a resolution to award a contract to each of the following firms:

1. Hatch Mott MacDonald for the purpose of surveying, licensed site remediation professionals, and general engineering services for January 1 through December 31, 2016 not to exceed \$200,000.00.
2. Boswell Engineering for the purpose of engineering design services and construction inspection for January 1 through December 31, 2016 not to exceed \$200,000.00.

The Engineering Division has extensive history with both firms and both provide exceptional services.



**Hatch Mott  
MacDonald**

**Hatch Mott MacDonald**  
111 Wood Avenue South  
Iselin, New Jersey 08830-4112  
www.hatchmott.com

November 30, 2015

Mr. Michael Rogers  
City Administrator  
City of Summit  
512 Springfield Ave.  
Summit, NJ 07901

Full 98 page  
response is  
on file at the  
City Clerk's office

**Re: Engineering Services Qualifications**

Dear Mr. Rogers:

As an official of the City of Summit you understand the challenges of providing vital services to the people of New Jersey, and protecting their health and safety.

Hatch Mott MacDonald understands those challenges. Our roots are in New Jersey, our headquarters are here, and we are proud to have delivered hundreds of successful projects to municipalities across the state.

New Jersey has some of the oldest communities in the country, with some of the oldest infrastructure. In a state where residents already pay some of the highest taxes in the US, controlling costs is essential. New Jersey's low-lying terrain and extended coastline also makes us vulnerable to severe weather — as Superstorm Sandy demonstrated.

With practice areas that include aviation, bridges, environmental remediation, highways, tunnels, and water and wastewater systems, HMM is well qualified to meet your engineering needs.

Recent honors have included the following...

- New Jersey Society of Municipal Engineers named our Lake Solitude Dam Rehabilitation project its Project of the Year for Municipal Construction Management.
- New Jersey Concrete Awards honored our design work for Newark's Riverfront Park with its Merit Award.
- New Jersey Alliance for Action gave us Distinguished Engineering Awards for flooding relief in Elizabeth and for the emergency reconstruction of Route 35 following Superstorm Sandy.



Hatch Mott  
MacDonald

HMM's services to the City will be administered and conducted from our corporate headquarters office located in Iselin, New Jersey, supported by staff in our New Jersey satellite offices located in Morris, Freehold and Cape May.

With this commitment in mind, HMM proposes Ronald J. Piccolo, PE, PP, CME to act in the capacity of Client Manager. Mr. Piccolo will engage the appropriate team for projects, as necessary. Mr. Piccolo has 42 years of experience in engineering and construction, and has served as Municipal Engineer for approximately one half of his career. The remainder of Mr. Piccolo's career was concentrated on infrastructure. This experience will benefit the City of Summit moving forward.

If you have any questions or require additional information, please do not hesitate to contact our office. The HMM team respectfully requests an interview to discuss our capabilities and approach to assist the City as Consulting Engineer in 2016.

We look forward to working with you. If you have any questions, please contact me directly.

Very truly yours,

HATCH MOTT MACDONALD

A handwritten signature in blue ink that reads "Ronald J. Piccolo".

Ronald J. Piccolo, PE, PP, CME  
Senior Associate, Client Manager  
T. 973.912.2635 F. 973.912.2595  
Ronald.piccolo@hatchmott.com

APPENDIX C

PAYMENT CONDITIONS AND RATE SCHEDULES

1. The City of Summit wishes to approve the qualifications of an engineering firm or firms to provide 2016 Consulting Engineering Services to the Town for 2016. Upon appointment to the position of Consulting Engineer, no work or compensation is guaranteed, however. Instead, the City will approve proposals for projects (including compensation terms) on an as needed basis. This will be done by a Resolution of the Governing Body and/or a Professional Services contract. By submitting a response to this RFQ, the Respondent acknowledges that it will not propose or charge hourly rates that exceed those listed below:

Partner.....	\$150.00 Per Hour
Principal.....	\$145.00 Per Hour
Project Manager.....	\$140.00 Per Hour
Professional Engineer.....	\$135.00 Per Hour
Senior Project Engineer.....	\$125.00 Per Hour
Project Engineer.....	\$115.00 Per Hour
Senior Design Engineer.....	\$105.00 Per Hour
Design Engineer.....	\$ 90.00 Per Hour
Senior Engineering Technician.....	\$ 90.00 Per Hour
Engineering Technician.....	\$ 85.00 Per Hour
Chief Draftsperson.....	\$ 85.00 Per Hour
Senior Draftsperson.....	\$ 80.00 Per Hour
Junior Draftsperson.....	\$ 60.00 Per Hour
Professional Land Surveyor.....	\$130.00 Per Hour
Field Crew Member.....	\$ 65.00 Per Hour
Chief Construction Engineer.....	\$110.00 Per Hour
Senior Construction Engineer.....	\$ 95.00 Per Hour
Construction Engineer.....	\$ 90.00 Per Hour
Chief Construction Technician.....	\$ 75.00 Per Hour
Senior Construction Technician.....	\$ 70.00 Per Hour
Junior Construction Technician.....	\$ 65.00 Per Hour
Administrative Assistant.....	\$ 70.00 Per Hour
Management Information Systems Technician.....	\$ 85.00 Per Hour

2. Professional shall be reimbursed at cost for expenses incurred for duplication, filing fees, and other reasonable out-of-pocket expenses advanced and/or incurred by them. Professional shall be reimbursed for direct charges including disbursements that are actual expenses incurred by the Professional and or/their associated Firm in connection with the services provided, and shall include, but not be limited to:

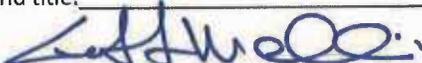
- a. Telegrams, faxes and long distance (Out-of-State) telephone calls;
- b. Payment of filing, application fees, review fees and similar charges;
- c. Computer expenses including time and proprietary program charges;
- d. Outside printing, reproduction, binding, collating and other graphic services;
- e. Messenger service, postage and handling of drawing and specifications, reports, contracts and other bulky items.

3. Monthly invoices shall be submitted detailing all services performed.

Signature: The undersigned hereby acknowledges and accepts the established payment terms.

Name of Respondent/Firm: Hatch Mott MacDonald, LLC

Print name and title: Albert J. Mellini, PE, Executive Vice President

Signature:  Date: November 20, 2015

ATTEST:

  
MARK O'CONNOR  
Ass't Secretary

Witness

Resolution (ID # 3948)  
February 2, 2016

**AUTHORIZE 2016 SPECIAL CONSULTANT ENGINEERING SERVICES - DESIGN AND INSPECTION - BOSWELL ENGINEERING - NOT TO EXCEED \$200,000.00.**

WHEREAS, the City of Summit has a need to acquire engineering design and construction inspection services as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the anticipated term of this contract is from January 1 through December 31, 2016, and

WHEREAS, Boswell Engineering has submitted a proposal in response to a public Request for Qualifications for these services; with said costs estimated by the City Engineer not to exceed \$200,000, and

WHEREAS, project specific invoices will be provided by the vendor upon assignment of individual projects to be determined during the term of the 2016 contract, and funds will be certified against the appropriate capital ordinance.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

1. That the Mayor and City Clerk are hereby authorized and directed to sign an agreement with Boswell Engineering, 330 Phillips Avenue, PO Box 3152, South Hackensack, NJ 07606, as described herein.
2. That Boswell Engineering shall comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 (Affirmative Action), N.J.S.A. 52:32-44 (Business Registration), and the City's insurance requirements.

Dated: February 2, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, February 2, 2016.

City Clerk



DCS - Engineering Division  
R - Works

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 02/02/16 07:30 PM

## RESOLUTION (ID # 3948)

DOC ID: 3948

TO: Mayor and Common Council

FROM: Aaron Schrager, City Engineer

DATE: January 11, 2016

SUBJECT: Resolution authorizing contract to establish rate schedule for Boswell Engineering to provide professional engineering services on capital projects for design and inspection.

### SUMMARY

The Engineering Division periodically hires professional engineering firms to assist on capital projects as needed. In December, the Division received ten (10) responses to a publicly advertised Request For Qualifications. All responses were reviewed by the City Solicitor and the Division. Since different firms have strengths in the many concentrations of municipal engineering, the Division is recommending that the City enter into a contract with each of the following two (2) engineering firms. Each of the following firms has agreed to the established the rate schedule in the RFQ to be utilized for projects. The rate schedule was created by the Division.

Based on a review of the responses to the Request For Qualifications, the Engineering Division is recommending a resolution to award a contract to each of the following firms:

1. Hatch Mott MacDonald for the purpose of surveying, licensed site remediation professionals, and general engineering services for January 1 through December 31, 2016 not to exceed \$200,000.00.
2. Boswell Engineering for the purpose of engineering design services and construction inspection for January 1 through December 31, 2016 not to exceed \$200,000.00.

The Engineering Division has extensive history with both firms and both provide exceptional services.



November 20, 2015

Full 91 page  
response is  
on file at the  
City Clerk's office

Mr. Michael Rogers  
City Administrator  
City of Summit  
512 Springfield Avenue  
Summit, NJ 07901

Re: Statement of Qualifications  
Consulting Engineering Services  
Our File No.: PR-15-6967

Dear Mr. Rogers:

Boswell Engineering, in accordance with your Request for Qualifications (RFQ) dated November 3, 2015, is pleased to submit an original and one copy of our Qualifications Statement. This information is being submitted in connection with the City of Summit's request for Consulting Engineering Services.

We trust that our Qualifications Statement includes the requested information as set forth in the RFQ. If you should have any questions or require any further information please do not hesitate to contact this office.

Very truly yours,

BOSWELL ENGINEERING

Stephen T. Boswell, Ph.D., P.E., P.P., SECB, LSRP, CME

STB/JEC/ac

APPENDIX C

PAYMENT CONDITIONS AND RATE SCHEDULES

1. The City of Summit wishes to approve the qualifications of an engineering firm or firms to provide 2016 Consulting Engineering Services to the Town for 2016. Upon appointment to the position of Consulting Engineer, no work or compensation is guaranteed, however. Instead, the City will approve proposals for projects (including compensation terms) on an as needed basis. This will be done by a Resolution of the Governing Body and/or a Professional Services contract. By submitting a response to this RFQ, the Respondent acknowledges that it will not propose or charge hourly rates that exceed those listed below:

Partner.....	\$150.00 Per Hour
Principal.....	\$145.00 Per Hour
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Junior Construction Technician.....	\$ 65.00 Per Hour
Administrative Assistant.....	\$ 70.00 Per Hour
Management Information Systems Technician.....	\$ 85.00 Per Hour

2. Professional shall be reimbursed at cost for expenses incurred for duplication, filing fees, and other reasonable out-of-pocket expenses advanced and/or incurred by them. Professional shall be reimbursed for direct charges including disbursements that are actual expenses incurred by the Professional and or/their associated Firm in connection with the services provided, and shall include, but not be limited to:

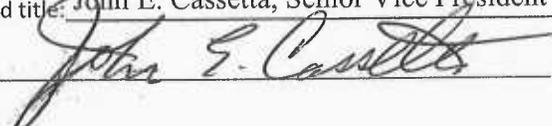
- a. Telegrams, faxes and long distance (Out-of-State) telephone calls;
- b. Payment of filing, application fees, review fees and similar charges;
- c. Computer expenses including time and proprietary program charges;
- d. Outside printing, reproduction, binding, collating and other graphic services;
- e. Messenger service, postage and handling of drawing and specifications, reports, contracts and other bulky items.

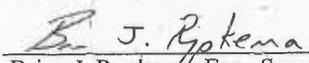
3. Monthly invoices shall be submitted detailing all services performed.

Signature: The undersigned hereby acknowledges and accepts the established payment terms.

Name of Respondent/Firm: Boswell Engineering, Inc.

Print name and title: John E. Cassetta, Senior Vice President

Signature:  Date: November 20, 2015

ATTEST:  
  
Brian J. Rypkema, Esq., Secretary

Witness

Attachment: Boswell cvr ltr Design & Inspection (3948 : Authorize 2016 Consultant Engineering Svcs - Design & Inspection - Boswell

Resolution (ID # 3449)  
February 2, 2016

**AUTHORIZE LICENSED SITE REMEDIATION PROFESSIONALS AGREEMENT IN EXCESS  
OF \$17,500.00 - DPW FACILITY, 41 CHATHAM ROAD - HATCH MOTT MACDONALD -  
\$60,900.00**

WHEREAS, the City of Summit has a need to acquire the services of a Licensed Site Remediation Professionals (LSRP) for a Remedial Investigation of the Department of Public Works facility at 41 Chatham Road, which has been identified by NJ DEP as a contaminated site, as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the acquisition will exceed \$17,500.00, and

WHEREAS, the anticipated term of this contract is from the date of the fully executed agreement to the City's acceptance of the completion of the scope of services, and

WHEREAS, Hatch Mott MacDonald has submitted a proposal dated December 1, 2015, indicating it will provide various tasks related to Licensed Site Remediation Professional services for the DPW facility at 41 Chatham Road, and

WHEREAS, Hatch Mott MacDonald has completed and submitted a Business Entity Disclosure Certification which certifies that Hatch Mott MacDonald has not made any reportable contributions to a political or candidate committee in the City of Summit in the previous one year, and that the contract will prohibit Hatch Mott MacDonald from making any reportable contributions to a political or candidate committee in the City of Summit through the term of the contract, and

WHEREAS, the cost of said services is Task 1, Site Investigation Report, \$12,250.00 and Task 2, Soil Borings and Soil Sampling, \$48,650.00, for a total of \$60,900.00, and funds are available in account #C-04-30-019-00A-006 and have been certified by the Chief Financial Officer, attached hereto, and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection, and

WHEREAS, in a memo dated September 29, 2015, the City Engineer recommends authorizing a contract with Hatch Mott MacDonald for Task 1 and Task 2 described above, and has advised that this contract award complies with the Local Public Contracts Law.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

- . That the Mayor and City Clerk are hereby authorized and directed to sign an agreement with Hatch Mott MacDonald, 111 South Wood Avenue, Iselin, NJ 08830, as described herein.
- . That the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.
- . This contract is awarded without competitive bidding as a “Professional Service” in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because Hatch Mott MacDonald is a professional corporation that employs a person licensed by the State of New Jersey to perform the oversight of sites in need of remediation as required by N.J.S.A. 58:10C, Site Remediation Reform Act.
- . That Hatch Mott MacDonald shall comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 (Affirmative Action), N.J.S.A. 52:32-44 (Business Registration), and the City’s insurance requirements.
- . A notice of this action shall be published in the Union County Local Source.

Dated: February 2, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, February 2, 2016.

City Clerk



DCS - Engineering Division

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 02/02/16 07:30 PM

**RESOLUTION (ID # 3449)**

DOC ID: 3449 B

TO: Mayor and Common Council

FROM: Aaron Schrager, City Engineer

DATE: September 29, 2015

**SUMMARY - DRAFT**

The DPW Facility site is identified by NJDEP as a contaminated site and the remediation of the site is required to be performed under the supervision of an LSRP (Licensed Site Remediation Professional). Since it is a regulated site, any/all excavation on site is subject to strict supervision and LSRP oversight. Jamie Snook of Hatch Mott MacDonald was designated as the LSRP for the DPW facility site several years ago. This site is one of four City-owned parcels that the Division is working to remediate while conforming to all State deadlines. The others are the fire house property, the compost area of the transfer station, and the transfer station property. The contamination at the DPW facility is a result of eight (8) underground storage tanks (UST) that were closed over the years.

As a contaminated site, the City is subject to meet the deadlines of various requirements. For this particular site, a Remedial Investigation (RI) is required to be completed by March 1, 2016. At this time the formal extension request that is referred to in the proposal, has been submitted to the NJDEP. That should grant the City an additional year to complete the task.

A site remediation is a complicated process as the owner works in conjunction with the expertise of the LSRP to meet all NJDEP requirements while trying to identify the most cost efficient mean to clean the site. As a result, an LSRP must operate on specific tasks, each of which could greatly impact the following tasks. The proposal provided presents the worst-case situation and all tasks are to be completed on a not-to-exceed fee. Essentially, the results and reports generated from Tasks 1 & 2, may greatly reduce the costs or need for additional tasks. Therefore, at this time I am only recommending that the City award a professional services contract to Hatch Mott MacDonald in the amount of \$60,900.00 for Task 1 & 2. A significant portion of the fee is for their subcontract that will complete the subsurface soil sampling and laboratory testing.

Tasks 1 & 2 will permit the creation of a site investigation report and for up to 57 soil borings and 70 soil samples to be taken. At completion of the task, a revised proposal will be requested and evaluated for further action by Council as needed.

Funding can be certified against capital accounts C043008400A150, C043006600A051 which were approved for the remediation of City owned properties.



December 1, 2015

Aaron J. Schrager, P.E., C.M.E., P.P.  
 City Engineer - City of Summit  
 Department of Community Services  
 512 Springfield Avenue  
 Summit, NJ 07901

**Re: Updated Proposal and Cost Estimate for Remedial Investigation Services**  
 City of Summit DPW Garage/41 Chatham Road, City of Summit, Union County, New Jersey  
 NJDEP Preferred ID#008156, HMM Project #310000

Dear Mr. Schrager and City of Summit Officials:

Hatch Mott MacDonald (HMM) is pleased to present this Proposal and Cost Estimate to the City of Summit (Summit) for the Remedial Investigation (RI) of the City DPW Garage (Site). This proposal was previously provided to Summit on February 25, 2015 and this revised proposal reflects current regulations and our understanding of site conditions; the prior proposed was not authorized by the City. The NJDEP's deadline for a RI milestone report for this Site is currently March 1, 2016. Immediately upon approval of Task 1 & 2 (or additional Tasks 3-11) of this proposal, HMM will provide an Extension Request to NJDEP for an additional one year. An Extension Request must be provided to NJDEP at least 30 days in advance of their deadline to receive their review and/or approval. Table 5 of this proposal (Proposed RI Timeline) has been updated to reflect the new timeline and assumes that the Extension Request of one year (to March 1, 2017) will be approved.

### **Background**

Initial HMM review of the project files indicated the potential for migration of chlorinated solvents in ground water from an upgradient dry cleaner, as these contaminants were encountered in ground water samples previously collected from the Site. NJDEP regulation 7:26E-3.9 requires the completion of a Preliminary Assessment (PA) when investigating and demonstrating an off-site source to establish that the Site does not contribute to the contamination and also to support the request for *no further action* on contamination migrating onto the Site. Therefore, HMM proposed to perform a PA of the Site. A PA identifies Potential Areas of Concern (PAOCs) at a Site, decides on which PAOCs should be considered and sampled as potentially contaminated Areas of Concern (AOCs), and determines the sampling requirements for each AOC to assess if a potentially contaminated AOC should be considered a contaminated AOC.

During the PA activities, it was determined that the adjacent Lot 18 was being utilized by the DPW activities, and therefore, should be considered as part of the Site for the purposes of the PA. Lot 18 included numerous PAOCs, as determined through the performance of the PA. HMM also determined that several milestone reports were not provided to HMM by NJDEP or the previous consultant. The lack of these reports affected the completion of PA particularly with respect to development of results, recommendations, and incorporation of historic activities and data. Despite requests, neither the NJDEP or the previous consultant provided copies of these essential reports that discuss various Remedial Investigation (RI) and Remedial Action efforts and sampling. Interviews during the PA site visit indicated that a RI of potential off-site sources of ground water contaminant tetrachloroethene (PCE) was previously unsuccessful, however, as stated above, no technical reports have been provided to document/confirm the performance of a RI and the resulting findings.

The primary results of the PA are provided in attached Tables 1 - 4 and Figures 1 - 4. Please refer to:

- Figure 1: Potential Areas of Concern (PAOCs) for Lot 15
- Table 1: Description of PAOCs for Lot 15
  
- Figure 2: Potential Areas of Concern (PAOCs) for Lot 18
- Table 2: Description of PAOCs for Lot 18
  
- Figure 3: Former Site Investigation sampling at Underground Storage Tank (UST) Areas of Concern (AOCs)

- Table 3: Evaluation of Former Site Investigation sampling activities for Concurrence to Current Regulations and Proposed Sampling for Compliance
- Figure 4: Map of Potential Off-Site Sources
- Table 4: Reference List of Missing Consultant Reports and Essential Documents

Summit has indicated that the City intends to continue to use the Site as a government property with no intention of sale. In order to meet an upcoming NJDEP deadline for a RI at Lot 15, HMM evaluated compliance options and has determined that there may be a more cost-effective approach that does not include the submittal of a PA Report. If a PA Report is required in the future to demonstrate an off-site source, then the HMM PA efforts and findings can be utilized to address the resolution of that issue. However, the use of the PA for this purpose may also trigger a need to perform a Site Investigation (SI) of numerous PAOCs on Lots 15 and 18.

Based on available information, HMM recommends an alternative remedial strategy for the Site to follow an AOC approach rather than a site-wide approach. The AOC approach would follow the NJDEP requirements to address only AOCs on Lot 15 through completion of a SI and a RI including preparation and submission of associated technical reports (SIR and RIR). Under the current NJDEP regulations, a SIR is required to be submitted and will include a summary of previous investigations (made available to HMM through a NJDEP file review) plus a Remedial Investigation Workplan (RIW). A non-LSRP Initial Receptor Evaluation was previously provided by HMM to NJDEP and updates can be provided with the SIR. In comparison, the RIR will include a summary of all upcoming investigations required to horizontally and vertically delineate known soil and ground water contamination at the Site, plus must include an updated Receptor Evaluation.

Based on our current information, we have developed a RI approach which is summarized in these attached tables and figures. Please refer to:

- Tables 3A through 3F: These tables include a step-by-step justification of the required RI sampling and also potential delineation RI sampling (contingency activities) for AOC-1 (Table 3A) through AOC-8 (Table 3F).
- Table 5: Proposed RI Timeline of Events and Cost Estimates

#### **Applicable NJDEP Deadlines:**

The NJDEP previously approved an extension request to postpone the NJDEP Regulatory Timeframe for completion of a RIR for the Site to March 1, 2016. Immediately upon approval of Task 1 & 2 (or additional Tasks 3-11) of this proposal, HMM will provide an Extension Request to NJDEP for an additional one year. An Extension Request must be provided to NJDEP at least 30 days in advance of their deadline to receive their review and/or approval. Thus, a request must be submitted to NJDEP several weeks prior to February 1, 2016 and would be recommended for submittal in December 2015. Table 5 of this proposal (Proposed RI Timeline) has been updated to reflect the new timeline and assumes that the Extension Request of one year (to March 1, 2017) will be approved.

#### **Scope of Work:**

HMM recommends the following Scope of Work to meet the anticipated NJDEP RIR deadline of March 1, 2017, which includes the submission of a SIR/RIW as well as the performance of RI field sampling and the submission of a RIR. Please refer to **Table 5** for a more detailed summary of the proposed RI Timeline of Events and Cost Estimates.

#### **Task 1: Site Investigation Report (SIR)**

- Completion and submittal of a SIR that will include a summary of previous investigations (those made available to HMM through NJDEP file review) and NJDEP required Quality Assurance Project Plan (QAPP).
  - NJDEP SI Form, Physical Setting, Summary of Regulatory History, Concurrence to Current Regulations, Summary of Previous Site Investigations, Potential Off-Site Sources, Former lab data packages, well logs, Reference List of previous reports, QAPP, and RIW.

#### **Task 2: Field mobilization #1:**

- Soil borings and soil sampling required to meet current NJDEP regulations. There are 8 USTs that were closed at the Site and 7 USTs do not meet the current NJDEP regulations and/or exhibited free product in soil or ground water. Five to six (6) soil borings at each UST (42 total) with a total of 10 soil samples is anticipated to investigate each UST. However, the UST locations were approximated in previous drawings and several UST location maps are not included, therefore HMM has added 15 exploratory soil borings for a total of up to 57 soil borings and up to 70 soil samples.

Task 3: Field mobilizations #2 and #3:

- Monitoring well installations and initial sampling event required to meet current NJDEP regulations. HMM has assumed that a single monitoring well may be required to investigation each UST, for a total of 7 wells. Survey of monitoring wells required for contour map to assist in determining location of additional wells, if required.
- Initial ground water sampling event #1 of up to 7 wells, completed 2 weeks after well installations.

Task 4: Evaluation of initial soil and ground water results. Review of remaining RIW and proposed contingency activities. Initial Updated Receptor Evaluation results and workplan.

- Meeting with Summit to present findings, proposed delineation activities and approval for scope and contingency budgets.

Task 5: Field mobilization #4: (Contingency Activities)

- Soil delineation borings and soil sampling required to complete horizontal and vertical delineation requirements.
- Eight soil borings at each UST with a total of 12 soil samples is budgeted to investigation each UST.

Task 6: Field mobilization #5 and #6: (Contingency Activities)

- Delineation monitoring well installations required to complete horizontal and vertical delineation requirements.
- HMM has assumed that a single monitoring well may be required to delineate each UST, except for 3 wells at AOC-1, for a total of 10 wells.
- Ground water sampling event #2 of up to 18 wells, including the entire monitoring well network.

Task 7: Field mobilization #7: (Contingency Activities)

- Ground water sampling event #3 of up to 18 wells, including only the wells that require additional sampling.

Task 8: Remedial Investigation Report (RIR)

- Completion and submittal of a RIR that includes a summary of RI investigations required to horizontally and vertically delineate all soil and ground water contamination at the Site, plus an updated Receptor Evaluation.

Task 9: Development of a scope of work for a Remedial Action Workplan (RAW)

- A Final scope of work resulting from the findings and recommendations of the RIR will be provided for 2017, including a RAW and other tasks required to reach a Response Action Outcome (RAO) for each AOC.
- Please note that multiple missing previous consultant's Remedial Action Reports and the potential of an off-site source of chlorinated solvents will increase the complexity of this task, as it is HMM's intent to provide a cost-effective remedial strategy.

Project Management and Client Correspondence

- HMM will provide a monthly update on progress via a 1 hour conference call with client.
- HMM will meet with Summit in Task 2 to summarize the initial soil sampling findings, ground water remediation strategy, cost estimate updates and request authorization of Tasks 3 and 4.
- HMM will meet with Summit in Task 4 to summarize the ground water sampling findings, delineation strategy, cost estimate updates and request authorization of Tasks 5, 6, and 7.
- HMM will meet with Summit in Task 8 to request authorization of Tasks 8 and 9 plus summarize the RIR prior to its submittal to NJDEP.
- HMM will meet with Summit to summarize the RAW scope of work.

**Cost Estimate:**

We propose to undertake the above described Scope of Work on a time and materials basis with a not to exceed budget of \$284,300, including contingency costs related to potential sampling efforts and resulting reporting requirements. The Cost Estimate is summarized by task below. For a more detailed breakdown of costs, please refer to **Table 5: Proposed RI Timeline of Events and Cost Estimates**.

Scope of Work:

Task 1: Site Investigation Report (SIR)	<u>\$12,250</u>	
Task 2: Field mobilization #1	<u>\$48,650</u>	Task 1+2 = \$60,900
Task 3: Field mobilizations #2 and #3	<u>\$40,600</u>	
Task 4: Evaluation of initial soil and ground water results	<u>\$10,250</u>	Task 3+4 = \$50,850
 <u>Contingency Activities:</u>		
Task 5: Field mobilization #4: (Contingency Activities)	<u>\$75,300</u>	
Task 6: Field mobilization #5 and #6: (Contingency Activities)	<u>\$54,350</u>	
Task 7: Field mobilization #7: (Contingency Activities)	<u>\$18,400</u>	Task 5+6+7 = \$148,050
Task 8: Remedial Investigation Report (RIR)	<u>\$14,250</u>	
Task 9: Development of a scope of work for RAW	<u>\$10,250</u>	Task 8+9 = \$24,500
	<b>Total: \$284,300</b>	

Approval of Contingency Activities (Task 5, 6, and 7):

HMM has provided a proposed RI delineation workplan for budget planning purposes, however initial sampling results are required to confirm remaining NJDEP requirements and associated costs of the RI delineation workplan. A meeting is included in Task 4 to provide an opportunity for a re-evaluation of the proposed RI delineation workplan and associated costs. Therefore, Summit may choose to authorize the approval of Contingency Activities (Task 5, 6, and 7), by signing the authorization at the end of this proposal at the Task 4 meeting. The total amount for contingency tasks is estimated at \$148,050 (Tasks 5,6, and 7) and \$24,500 (Tasks 8 and 9).

Approval of Additional Contingency Activities:

The following activities may be required by RI sampling results, but not are required at this time. Summit can authorize any applicable Task below, by signing the authorization at the end of this proposal.

Task 10: LSRP response to Public phone calls due to on-site sign	<u>\$2,500</u>
Task 11: Off-Site Contamination Public Notification Requirements	<u>\$3,500</u>
	<b>Total: \$5,500</b>

NJDEP annual fees:

NJDEP annual fees will continue to be paid directly by Summit. As of July 1, 2015, the default fee is \$1,410 for 2-10 AOCs (Category 2), plus a \$1,750 additional Ground Water annual fee should be anticipated. There have been annual NJDEP increases to annual fees, most recently on July 1, 2015. Therefore these annual fee estimates may now be higher than when the first annual fee was initiated and may increase over time.

If contaminated ground water from an unpermitted discharge is determined to migrate into surface water above Surface Water Standards, an additional \$1,750 may be applicable, until Surface Water Standards are achieved. If additional AOCs are determined and investigated, then \$7,755 for 11-20 AOCs (Category 3) may be applicable.

**Assumptions:** This proposal does not include the performance of remedial action tasks or the preparation of a Response Action Outcome (RAO) as insufficient information is available at this time to develop an appropriate remedial strategy. HMM has included the preparation of a RAW which will identify an appropriate remedial strategy. HMM will also develop a cost estimate for the recommended remedial strategy. Compliance activities related to any active USTs is not included. Sub-slab and indoor air sampling related to vapor intrusion due to ground water concentrations is not included in the budget, as ground water data is not available at this time.

**Schedule:**

Upon receipt of approval, HMM will commence with the performance of the Scope of Work developed for this project.

**Terms and Conditions**

This Scope of Work is an extension of the previously executed proposal for environmental services for the 41 Chatham Road Site. As such, terms and conditions remain in effect based on the April 30, 2012 proposal executed between HMM

and the City. Please confirm your authorization for this work by countersigning in the space provided. Additions related to LSRP Environmental Projects are included here-in as **Attachment A**.

Very truly yours,  
Hatch Mott MacDonald



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Senior Project Geologist  
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**CITY OF SUMMIT AUTHORIZATIONS**

**Scope of Work (Tasks #1 and 2):**

READ AND CONFIRMED: \_\_\_\_\_  
Name of Client Date

**Scope of Work (Tasks #3 and 4):**

READ AND CONFIRMED: \_\_\_\_\_  
Name of Client Date

**Scope of Work Contingency Activities (Tasks #5, 6, and 7):**

READ AND CONFIRMED: \_\_\_\_\_  
Name of Client Task(s) Date

**Scope of Work (Tasks #8 and 9):**

READ AND CONFIRMED: \_\_\_\_\_  
Name of Client Date

**Additional Contingency Activities (Tasks #10 and 11):**

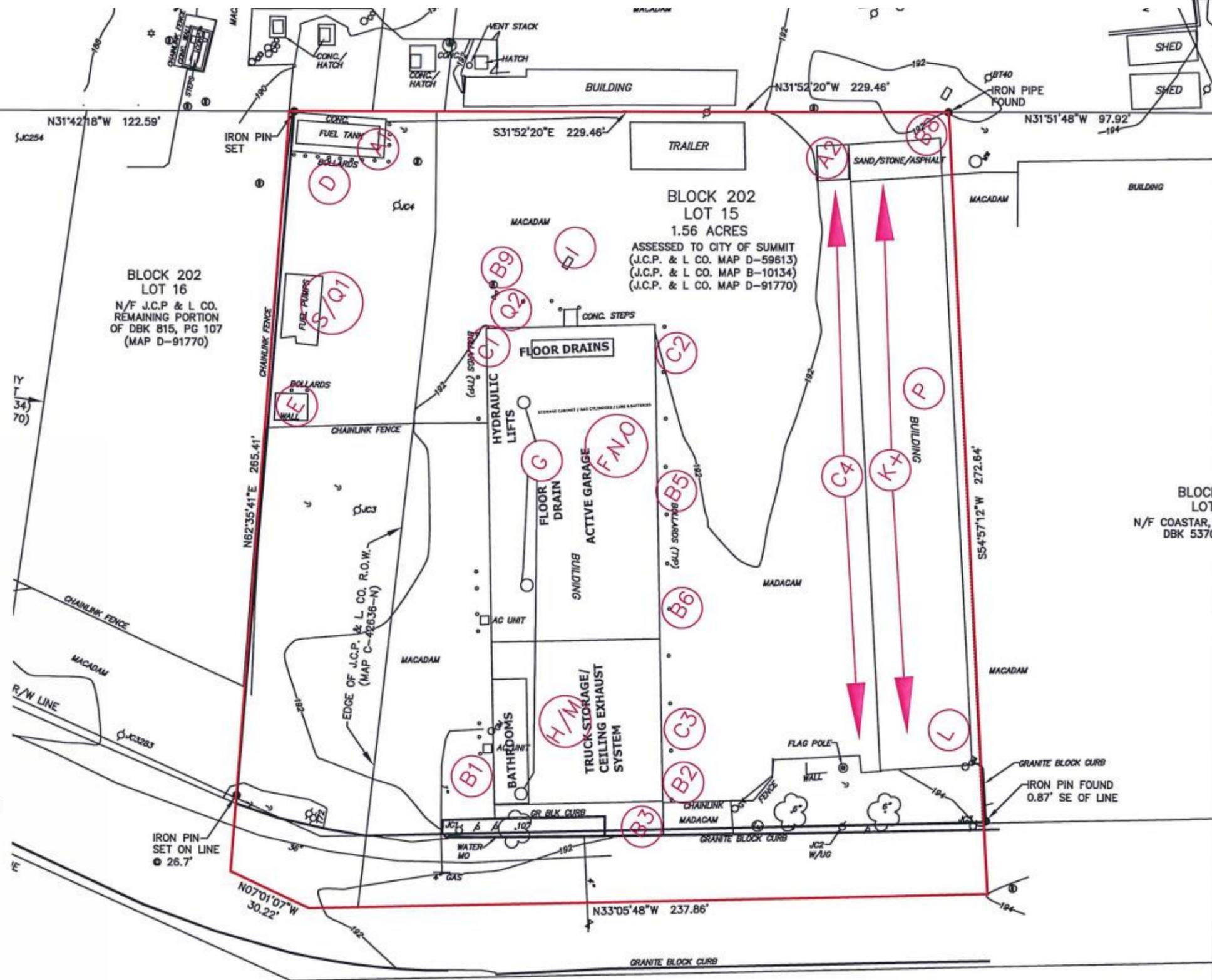
READ AND CONFIRMED: \_\_\_\_\_  
Name of Client Task(s) Date

**ATTACHMENT A****RIDER 17: ADDITIONAL TERMS APPLICABLE TO ENVIRONMENTAL PROJECTS**

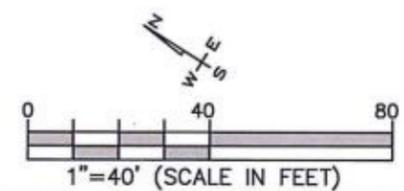
The following additional terms are made applicable to any environmental project on which Consultant has been retained to perform the services of a Licensed Site Remediation Professional (“LSRP”):

- a. Client recognizes that the LSRP must fulfill a dual role, serving as Client’s consultant while required to meet the responsibilities identified in the NJ Site Remediation Reform Act (SRRA; N.J.S.A. 58:10C-1 et seq.) including a priority of protection of public health, safety, and the environment. The LSRP typically acts without the oversight of the New Jersey Department of Environmental Protection (“NJDEP”), and is responsible for decisions and opinions consistent with the NJDEP Site Remediation Program. Client understands, acknowledges, and agrees that in the event that the LSRP’s obligations conflict with the wishes or intentions of the Client, the LSRP is bound by law to comply with the NJDEP requirements.
- b. Client acknowledges that Consultant must report an Immediate Environmental Concern [as defined in the Site Remediation Reform Act, C.58:10C-2] within the regulatory and mandatory time periods set forth in NJAC 7:26C, Subchapter 3.
- c. Consultant must also report any discharge of a toxic substance, if such discharge has not been previously reported.
- d. Should any time deadline set forth in NJAC 7:26C not be met due to the acts or inaction of Client, Consultant shall not be liable for any additional costs, permit fees, fines, penalties or other costs that are assessed or incurred as a result of the failure to timely meet such deadline.
- e. Consultant may issue a Response Action Outcome (“RAO”) based upon its judgment that the remediation of the site in question has been completed and public health, safety and environment are protected. However, Client acknowledges and understands that the NJDEP can audit an RAO within three (3) years after its submission, and can rescind that RAO at its discretion. Client agrees that it will be responsible for payment of any additional costs to be incurred by Consultant, as well as its additional professional fees to be generated, as a result of such audit.
- f. The Client agrees that the Client shall indemnify and defend Hatch Mott MacDonald a for any claim, loss, damage (including reasonable attorney’s fees), and liability should the Client fail to:
  - Perform their affirmative obligation to remediate;
  - Adequately fund the remediation;
  - Review documents or take action in a timely manner;
  - Disclose relevant information; and/or
  - Follow the LSRP’s recommendations
- g. The Client acknowledges that while the work performed by Hatch Mott MacDonald shall be performed in accordance with the LSRP Program and professional industry standards, Hatch Mott MacDonald does not guarantee the long-term effectiveness of the remedial work.
  - Remedy failure can be caused by many factors and no claim of liability, loss, or damage shall be brought against Hatch Mott MacDonald by the Client and /or Person Responsible for Conducting the Remediation (“PRCR”); and
  - The issuance of an RAO by the LSRP is not a guarantee or warranty that the site is free of contamination, that the remediation complies with all legal requirements, or that the RAO will be accepted by NJDEP.
- h. Where prior remedial work has been performed and Hatch Mott MacDonald is retained by a Client to be the LSRP of Record, the LSRP must have the ability to make judgments regarding the adequacy of work, based on compliance with applicable statute, regulations, and guidance.
- i. Hatch Mott MacDonald has an obligation to submit documents to NJDEP that verify the remediation process in accordance with applicable NJDEP regulations and guidance in effect at the time the document was submitted and provide evidence that the remedy was protective of human health, safety, and the environment.
  - The PRCR, and not Hatch Mott MacDonald, is responsible for document retention.
  - Confidential documents, e.g. those prepared by counsel or by the LSRP under attorney-client work product privilege, may be excluded from the submission and/or record retention requirements provided they have been characterized as such by the Client or the PRCR.

- POTENTIAL AREAS OF ENVIRONMENTAL CONCERN (PAOCs)**
- ABOVEGROUND STORAGE TANKS AND ASSOCIATED PIPING**
- PAOC A1 - CONVAULT DIESEL (6000-GALLON) AND UNLEADED GASOLINE (4,000 GALLON) AST
  - PAOC A2 - CALCIUM CHLORIDE (2,500 GALLON) AST
- UNDERGROUND STORAGE TANKS AND ASSOCIATED PIPING\***
- PAOC B1- AOC-1 - 4000-GALLON HEATING OIL (NO. 2) UST; REMOVED 3/19/1990
  - PAOC B2 - AOC-2 - 1000-GALLON DIESEL/WASTE OIL UST; REMOVED 5/21/1992
  - PAOC B3 - AOC-3 - 2000-GALLON LEADED GASOLINE/WASTE OIL UST; REMOVED 6/21/1993
  - PAOC B4 - AOC-4 - 550-GALLON #2 HEATING FUEL OIL UST; REMOVED 1/23/1995 (LOCATION UNKNOWN)
  - PAOC B5 - AOC-5 - 4000-GALLON MEDIUM DIESEL FUEL (NO. 2-D) UST; REMOVED 7/20/1999
  - PAOC B6 - AOC-6 - 4000-GALLON UNLEADED GASOLINE UST; REMOVED 7/21/1999
  - PAOC B7 - AOC 7 - 2000-GALLON NO. 2 HEATING OIL UST; REMOVED 10/13/2009 (LOCATION UNKNOWN)
  - PAOC B8 - AOC 8 - 2000-GALLON NO. 2 HEATING OIL UST; REMOVED 10/14/2009 (LOCATION UNKNOWN)
  - PAOC B9 - OIL/WATER SEPARATOR UST
- LOADING/UNLOADING AREA**
- PAOC C1 - NORTHWEST CORNER OF BUILDING 1 LOADING/UNLOADING AREA
  - PAOC C2 - ENTRANCE TO WASH AREA IN BUILDING 1
  - PAOC C3 - BAYS ALONG EASTERN SIDE OF BUILDING 1
  - PAOC C4 - BUILDING 2 BAYS
- PAOC D - PUMP STATION PIPING, ABOVE GROUND AND BELOW GROUND PUMPING**
- PAOC E - EXTERIOR WASTE OIL DISPOSAL AREA**
- PAOC F - CHEMICAL STORAGE CABINET**
- PAOC G - BUILDING 1 FLOOR DRAINS**
- PAOC H - BUILDING 1 ROOF LEADERS (EXHAUST VENTILATION SYSTEM)**
- PAOC I - STORM SEWER COLLECTION SYSTEMS**
- PAOC J - FORMER SEPTIC SYSTEMS LEACH-FIELDS OR SEEPAGE PITS (LOCATION UNKNOWN)**
- BUILDING INTERIOR AREAS WITH A POTENTIAL FOR DISCHARGE TO THE ENVIRONMENT**
- BUILDING 2 BAYS (LISTED SOUTH TO NORTH)**
- PAOC K1 - BAY 66
  - PAOC K2 - BAY 65
  - PAOC K3 - BAY 64
  - PAOC K4 - BAY BETWEEN 64-18.
  - PAOC K5 - BAY 18 LANDSCAPING
  - PAOC K6 - SEWER TRUCK BAY
  - PAOC K7 - UTILITY TRUCK BAY
  - PAOC K8 - SIGN STORAGE BAY
  - PAOC K9 - SIGN CREW BAY
  - PAOC K10 - FATALITY INVESTIGATION BAY
  - PAOC K11 - GENERAL STORAGE BAY 1
  - PAOC K12 - GENERAL STORAGE BAY 2
  - PAOC K13 - NORTHERN TRUCK PARKING BAY
- PAOC L - BUILDING 2 BOILER ROOM**
- PAOC M - AIR VENTS AND DUCTS. INCLUDED IN PAOC H, ROOF VENTS**
- PAOC N - BUILDING INTERIOR HAZARDOUS MATERIAL STORAGE OR HANDLING AREAS. INCLUDED IN PAOC F**
- PAOC O - OTHER HAZARDOUS MATERIAL STORAGE OR HANDLING AREAS. INCLUDED IN PAOC F**
- PAOC P - DISCOLORED OR SPILL AREAS IN SEWER TRUCK BAY. INCLUDED IN PAOC K6**
- UNDERGROUND PIPING INCLUDING INDUSTRIAL PROCESS SEWERS**
- PAOC Q1 - ACTIVE FUEL STATION
  - PAOC Q2 - WASTE OIL UST
- OTHER AREAS OF CONCERN**
- PAOC R - SITE-WIDE GROUNDWATER
  - PAOC S - VEHICLE FILLING STATION



— SITE BOUNDARY  
 (A) PAOCs



**Hatch Mott MacDonald**  
 Certificate No. 24GA28016600

111 Wood Avenue South  
 Iselin, New Jersey 08830

**FIGURE 1**  
**Potential Areas of Concern - Lot 15**  
**Summit DPW**  
 Block 202, Lot 15  
 41 Chatham Road  
 Summit, Union Co., New Jersey

Designed SRH	Drawn SRH	Checked JDS	Approved JDS	1/28/15
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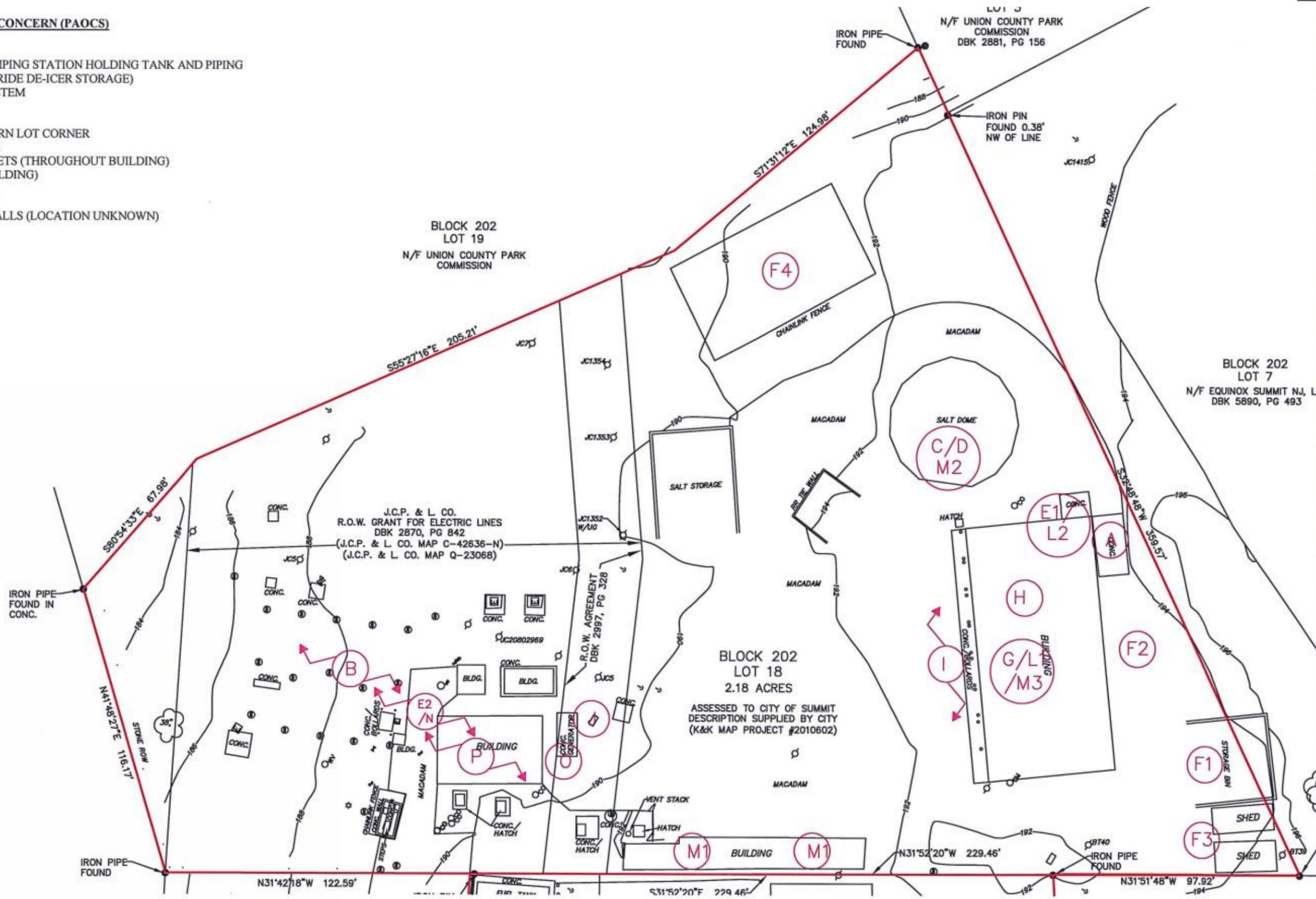
Table 1  
 Description of Potential Areas of Concern - Lot 15  
 Summit DPW  
 41 Chatham Road, Summit, Union Co., New Jersey  
 SRP ID# 008156

	PAOC/AOC Description	PAOC
<b>Bulk Storage Tanks and Appurtenances</b>		
Aboveground Storage Tanks and Associated Piping	PAOC A1 - ConVault Diesel (6000-gallon) and Gasoline (4,000 gallon) AST The ConVault AST is located near the northern property corner on a concrete pad. The ConVault AST is constructed with two internal tanks, one 6000-gallon diesel tank, and one 4,000-gallon gasoline tank. The AST is connected to the nearby Filling Pump Station which services the DPW vehicle fleet. Visual inspection of the ConVault AST reveals good housekeeping and maintenance practices with no petroleum product staining, cracking, or pitting of the AST or concrete pad.	A1
	PAOC A2 - Calcium Chloride (2,500 gallon) AST	A2
Underground Storage Tanks and Associated Piping	AOC-1 - 4000-gallon Heating Oil (No. 2) UST; Tank ID – Tank 7; Tank No. – E5; Removed 3/19/1990	B1
	AOC-2 - 1000-gallon Diesel/Waste Oil UST; Tank ID – Tank 1; Tank No. – C6; Removed 5/21/1992	B2
	AOC-3 - 2000-gallon Leaded Gasoline/Waste Oil UST; Tank ID – Tank 2; Tank No. – C7; Removed 6/21/1993	B3
	AOC-4 - 550-gallon #2 Heating Fuel Oil UST; Tank ID – Tank 8; Tank No. – E8; Removed 1/23/1995	B4
	AOC-5 - 4000-gallon Medium Diesel Fuel (No. 2-D) UST; Tank ID – Tank 5; Tank No. – E3; Removed 7/20/1999	B5
	AOC-6 - 4000-gallon Unleaded Gasoline UST; Tank ID – Tank 4; Tank No. – E2; Removed 7/21/1999	B6
	AOC 7 – 2000-gallon No. 2 Heating Oil UST: Tank ID Tank-3; Tank No. E1; Removed 10/13/2009	B7
	AOC 8 – 2000-gallon No. 2 Heating Oil UST: Tank ID Tank-6; Tank No. E4; Removed 10/14/2009	B8
	Oil/Water Separator UST – Currently active. Located off the northern side of Building 1. A manhole is located directly above the tank.	B9
Loading and Unloading Areas	Building 1 - Loading/Unloading area located on the nothwestern corner of Building 1.	C1
	Building 1 - entrance to wash area	C2
	Building 1 - bays along eastern side of garage	C3
	Building 2 - 15 bays which are utilized for loading/unloading and storage	C4
Piping, Above Ground and Below Ground	Piping from ConVault Diesel and Gasoline AST to active pumping station located in northwest corner of the lot.	D
<b>Storage and Staging Areas</b>		
Storage Pads Including Drum and/or Waste Storage	Exterior waste oil disposal container near gasoline pumps on northwest portion of the lot. Disposal container is located on concrete pad with concrete curbing around the edge. Concrete pad appeared to be in good condition with no pitting or cracking.	E
Chemical Storage Cabinets, Closets or Storage Areas	Chemical storage cabinets and storage areas are located throughout the facility. The chemical storage cabinets contained small quantities of oils, lubricants, spray paint, water sealants for the maintenance of the machines utilized in the processes.	F
<b>Drainage Systems and Areas</b>		
Floor Drains, Trenches and Piping and Sumps	Building 1 – Garage: Floor or trench drains located in Building 1 are connected to the oil/water separator via subgrade piping.	G
Roof Leaders when Process Operations Vent to the Roof	Garage Exhaust System - Building 1: 10 Roof leaders were identified along Building 1. The roof leaders discharge storm water from the roof to the storm water system servicing the Site. The main garage, located in the center of Building 1, is equipped with an Exhaust Ventilation System for fleet vehicles. The vents and fans are permitted under NJDEP Air Permit Program and undergo monitoring.	H
Storm Sewer Collection Systems	During the May 2013 site inspection, one storm water catch basin was observed at the site, which is located in the asphalt parking lot to the north of the Site. The storm water catch basins connect to the public sanitary/storm water sewer system servicing the Site.	I
Septic Systems Leach-Fields or Seepage Pits	Potential Septic Systems Leach-Fields or Seepage Pits at Site. No historic documentation was available for HMM to review to prove the presence or absence of a Septic System at the Site. Based on this historic use of this Site since the 1800s, a septic system may have existed.	J
<b>Building Interior Areas with a Potential for Discharge to the Environment</b>		
Loading or Transfer Areas	Building 2 Bays (listed south to north)	
	Bay 66 – This bay was locked and entry was not attained during May 2013 Site Inspection.	K1
	Bay 65 – This bay was locked and entry was not attained during May 2013 Site Inspection.	K2
	Bay 64 – This bay was locked and entry was not attained during May 2013 Site Inspection.	K3
	Bay between 64-18 – This bay appears to be utilized for general equipment storage. The concrete floor appears to be in good condition with no cracking or staining. No chemicals were observed in this bay.	K4
	Bay 18 Landscaping - This bay appears to be utilized for landscaping equipment storage. The concrete floor appears to be in good condition with no cracking or staining. Chemicals observed in this bay include gasoline, motor oil, and other lubricants.	K5
	Sewer Truck Bay - This bay appears to be utilized for parking of a sewer truck. The concrete floor appears to be in poor condition in the front half of the bay with cranking, but concrete was in good condition in the back half. Staining was observed in the back half of the bay. No chemicals were observed in this bay.	K6
	Utility Truck Bay - This bay appears to be utilized for utility truck storage. The concrete floor appears to be in good condition with no cracking or staining. No chemicals were observed in this bay.	K7
	Sign Storage Bay - This bay appears to be utilized for utility truck storage. The concrete floor appears to be in good condition with no cracking or staining. Chemicals observed in this bay include gasoline, cleaners, and lubricants.	K8
	Sign Crew Bay – This bay appears to be utilized for sign crew meeting area and is equipped with a small work bench. The concrete floor appears to be in good condition with no cracking or staining. No chemicals were observed in this bay.	K9
	Fatality Investigation Bay – This bay was locked and entry was not attained during May 2013 Site Inspection.	K10
	General Storage Bay 1- This bay appears to be utilized for general storage. The concrete floor appears to be in good condition with no cracking or staining. No chemicals were observed in this bay.	K11
	General Storage Bay 2 - This bay appears to be utilized for general storage. The concrete floor appears to be in good condition with no cracking or staining. No chemicals were observed in this bay.	K12
Northern Truck Parking Bay - This bay appears to be utilized for truck storage. The concrete floor appears to be in good condition with no cracking or staining. No chemicals were observed in this bay.	K13	
Boiler Rooms	Building 2: Inspection of the boiler room noted minor staining from maintenance activities. No breaching of the concrete floor was noted.	L
Air Vents and Ducts	Included in PAOC H, Roof Vents	M
Hazardous Material Storage or Handling Areas	Included in PAOC F, Chemical Storage Cabinets	N
<b>Other Areas of Concern</b>		
Hazardous Material Storage or Handling Areas	Included in PAOC F, Chemical Storage Cabinets	O
Discolored or Spill Areas	Included in PAOC K6 Sewer Truck Bay	P
Underground Piping	Active Fuel Station	Q1
	Piping to Oil/Water Separator	Q2
<b>Any Other Site-Specific Areas of Concern</b>		
Site-Wide Groundwater	On-Site MWs from former UST investigation in addition to MWs from adjacent upgradient cleaners with GW known contamination. Compounds deteted in exceednace of GWQS are BNs and Metals, including water TCE and DEHP.	R
Vehicle Filling Station	An active Gasoline and Diesel filling station for DPW vehicles is located on the northwest portion of the site. Concrete pads are located beneath both the pumps and the vehicle area. The pads appear to be in good condition with no cracking or pitting.	S

Attachment: FINAL Summit DPW 2015 RI Proposal with Attachments 12-1-15 reduced (3449) : Authorize LSRP Agreement > \$17,500.00 - DPW Facility, 41 Chatham Road - Hatch Mott - \$60,900.00)

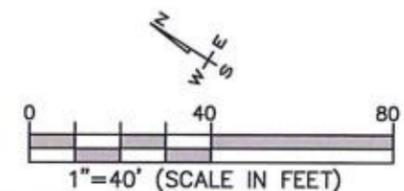
POTENTIAL AREAS OF ENVIRONMENTAL CONCERN (PAOCs)

- PAOC A - EXTERIOR BRINE SYSTEM
- PAOC B/E2/N - 300,000-GALLON SEWAGE PUMPING STATION HOLDING TANK AND PIPING
- PAOC C/D/M2 - SALT DOME (CALCIUM CHLORIDE DE-ICER STORAGE)
- PAOC E1/L2 - INTERIOR/EXTERIOR BRINE SYSTEM
- PAOC F1 - OPEN AIR STORAGE AREA
- PAOC F2 - GRAVELED STORAGE AREA
- PAOC F3 - TWO STORAGE SHEDS IN SOUTHERN LOT CORNER
- PAOC F4 - FENCED MACHINE STORAGE AREA
- PAOC G/L/M3 - CHEMICAL STORAGE CABINETS (THROUGHOUT BUILDING)
- PAOC H - FLOOR DRAINS (THROUGHOUT BUILDING)
- PAOC I - ROOF LEADERS
- PAOC J - STORM WATER COLLECTION BASIN
- PAOC K - SEWAGE PUMPING STATION OUTFALLS (LOCATION UNKNOWN)
- PAOC M1 - OPEN AIR STORAGE AREA
- PAOC O - DIESEL GENERATOR
- PAOC P - SEWAGE PUMP STATION



P:\310000 - Summit DPW\dwg\PAOCa.dwg

— SITE BOUNDARY  
 (A) PAOCs



**Hatch Mott MacDonald**  
 Certificate No. 24GA28016600

111 Wood Avenue South  
 Iselin, New Jersey 08830

**FIGURE 2**  
 Potential Areas of Concern - Lot 18  
 Summit DPW  
 Block 202, Lot 18  
 41 Chatham Road  
 Summit, Union Co., New Jersey

Designed SRH	Drawn SRH	Checked JDS	Approved JDS	1/28/15
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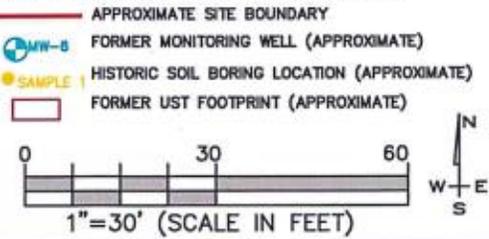
Table 2  
 Description of Potential Areas of Concern – Lot 18  
 Summit DPW  
 41 Chatham Road, Summit, Union Co., New Jersey  
 Block 202, Lot 18  
 SRP ID# 008156

	PAOC/AOC Description	PAOC
<b>Bulk Storage Tanks and Appurtenances</b>		
Aboveground Storage Tanks and Associated Piping	Two exterior Brine ASTs and one hopper are located at the eastern corner of the garage building near the lot boundary. The ASTs and hopper are located on concrete pads and are connected via above ground piping to the brine mixing system located within the Parks Dept. Garage Building.	A
Underground Storage Tanks and Associated Piping	300,000-gallon Sewage Pumping Station holding tank to the north of the sewage pump station building.	B
Silos	A Salt Dome approximately 50-feet in diameter is located on the eastern portion of the Site. The salt dome is utilized for bulk storage of solid Calcium Chloride de-icer which is used seasonally by Summit DPW.	C
Loading and Unloading Areas	Salt Dome receives deliveries of solid Calcium Chloride de-icer multiple times a year. Dump trucks are backing into the salt dome via roll-up door. No other materials are unloaded in the salt dome.	D
Piping, Above Ground and Below Ground Pumping	A Brine System including two (2) exterior ASTs, one (1) exterior hopper, and an interior mixing system is located in and adjunct to the northern portion of the Parks Dept. garage building. There is black plastic piping connect the components of the mixing system. The system appears to be in good condition. No leaks or staining were observed during the May 2013 Site Inspection.	E1
	Piping associated with the 300,000-gallon Sewage Pumping Station holding tank is located in the western portion of the property. The sewage pumping station system is operated by the City of Summit under contract with a private consultant. This station is permitted by NJDEP. This piping handles sewage that is being transferred via underground piping from municipal sewer lines. A NJDEP File review did not indicate any PI numbers or cases association with this station. However, there are monitoring wells located across the leach field.	E2
<b>Storage and Staging Areas</b>		
Storage Pads Including Drum and/or Waste Storage	A storage area consisting of concrete barriers and an asphalt base with no roof was observed along the southern property boundary. During the May 2013 site visit the storage area was observed to be used for storing sand. No staining was observed. Sparse vegetation was observed in proximity to the storage area.	F1
	The area between the garage building and the western property boundary was observed to be used as a graveled storage area for equipment including mower, mower decks, a utility vehicle, and other miscellaneous equipment. No staining was observed. Sparse vegetation was observed in proximity to the storage area.	F2
	Two storage sheds constricted of wood, with wood floors, are located in the southern lot corner. During the May 2013 site visit, the northern storage shed was observed to be used for general storage including landscaping equipment. The southern storage shed was locked and inaccessible. A small gravel area was observed in front of both sheds. No staining was observed. Sparse vegetation was observed throughout the gravel.	F3
	A fenced machine storage area is located on the eastern portion of the property.	F4
Chemical Storage Cabinets, Closets or Storage Areas	Chemical storage cabinets and storage areas are located throughout the facility. The chemical storage cabinets contained small quantities of oils, lubricants, spray paint, water sealants for the maintenance of the machines utilized in the processes. Inspection of the cabinets noted they were in good condition and no staining was noted in or around the cabinets. Larger quantities of chemicals are kept within containments or on spill pallets. The concrete floors throughout the facility were in good condition and free of breaches in the areas of the chemical storage cabinets and storage areas.	G
<b>Drainage Systems and Areas</b>		
Floor Drains, Trenches and Piping and Sumps	Floor drains were observed in the Parks Dept garage building during the May 2013 site investigation. Piping on the first floor travels below grade, and as such, has the potential to impact environmental media if the integrity of the piping has failed. Inspection of the below grade piping was not possible at the time of the site reconnaissance.	H
Roof Leaders when Process Operations Vent to the Roof	8 roof leaders were observed on the Parks Dept. Garage Building.	I
Storm Sewer Collection Systems	One storm water collection basin was observed near the sewage pump station.	J
Open Pipe Discharges	Sewage Pumping Station has overflow pipes which may lead to off-Site outfalls along the nearby Passaic River	K
<b>Building Interior Areas with a Potential for Discharge to the Environment</b>		
Hazardous Material Storage or Handling Areas	Included in PAOC F, Chemical Storage Cabinets	L1
	Interior Brine Mixing System. Located in the Parks Dept. Garage Building along the northern wall.	L2
<b>Other Areas of Concern</b>		
Hazardous Material Storage or Handling Areas	An Open Air Storage area is located the western property boundary. The area is utilized to store equipment including salt spreaders, maintenance equipment, piping, and other miscellaneous items. The area is located above pavement and is constructed of telephone poles with a fiberglass roof.	M1
	Included in PAOC D – Salt Dome	M2
	Included in PAOC G, Chemical Storage Cabinets	M3
Underground Piping Including Industrial Process Sewers	Included in E2, Sewage Pumping Station	N
<b>Any Other Site-Specific Areas of Concern</b>		
Diesel Generator	Diesel Generator located outside of the Sewage Pumping Station. The generator is located on a concrete pad which appeared to be in good condition.	O
Sewage Pumping Station	A sewage pump station is located on the western portion of the site. The system is operated by the City of Summit under contract with a private consultant. This station is permitted by NJDEP. A NJDEP File review did not indicate any PI numbers or cases associated with this station. However, there are monitoring wells located across the leach field.	P

Attachment: FINAL Summit DPW 2015 RI Proposal with Attachments 12-1-15 reduced (3449 : Authorize LSRP Agreement > \$17,500.00 - DPW Facility, 41 Chatham Road - Hatch Mott - \$60,900.00)



SOURCES: FORMER UST, SOIL BORING, TEST PIT, AND MONITORING WELL LOCATIONS BASED ON FIGURES PROVIDED IN HISTORIC ENVIRONMENTAL STRATEGIES AND APPLICATIONS, INC (ESA) REPORTS.  
 LOCATIONS OF FORMER UST LOCATIONS AND SAMPLES APPROXIMATE AS NO SCALED MAPS WERE PROVIDED TO HMM DOCUMENTING THESE LOCATIONS.  
 LOCATION OF AOCs 4, 8 AND 9 ARE UNKNOWN.



**Hatch Mott MacDonald**  
 Certificate No. 24GA28016600

53 Frontage Road, Suite 170  
 Hampton, New Jersey 08827

**FIGURE 3**  
 FORMER SITE INVESTIGATION SAMPLING  
 ACTIVITIES AT UST AOCs  
 SUMMIT DEPT. OF PUBLIC WORKS  
 BLOCK 202, LOT 15  
 CITY OF SUMMIT, UNION COUNTY, NEW JERSEY

Designed SRH	Drawn SRH	Checked JDS	Approved JDS	1/28/15
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Table 3A - Concurrence to Current Regulations for AOC-1 (PAOC-B1)  
 Summit DPW - SRP ID# 008156 - Block 202, Lot 15  
 41 Chatham Road, Summit, Union Co., New Jersey

AOC-1 - 4000-gallon Heating Oil (No. 2) UST; Tank ID – Tank 7; Tank No. – E5; Removed 3/19/1990; 90-03-19-1636						
Historic Samples						
Sample ID	Sample Location	Estimated Depth	Date	Historic Sample Analysis	Exceedances	Notes
<b>Soil Sampling</b>						
No Post-Ex Soil Samples Collected. TPs installed 5/7/92						
TP-1	TP-1	3-3.5	5/7/1992	TPHC and VO+15	TPHC	TPHC detections ranging from 3,800 mg/kg to 14,000 mg/kg in TP-2. TP-5 through TP-7 not sampled.
TP-2	TP-2	3-3.5	5/7/1992			
TP-3	TP-3	3-3.5	5/7/1992			
TP-4	TP-4	3-3.5	5/7/1992			
<b>Ground Water</b>						
MW-1	Monitoring Well	12' TDW	Installed: 4/11/91	Free Product noted in MW-1. Not sampled until 1/22/1993	1993 Final exceedances: DEHP (MW-1), PCE (MW-2)	Conventional Sampling (and grab on MW-3) Initially, Free product present in MW-1
MW-2	Monitoring Well	12' TDW	Installed: 4/7/30/92	Sampled: 8/13-14/1991; 5/7/1992; 1/22/1993		
MW-3	Monitoring Well	7.5' TDW	Installed: 4/7/30/92	Analyzed for VO, MTBE, TBA, Xylenes +15 (8/13-14/1991);		
MW-4	Monitoring Well	10' TDW	Installed: 4/7/30/92	BN+15 ( 5/7/1992; 1/22/1993)		
Proposed Sampling for Compliance with NJDEP Regulations						
Sample ID	Sample Location	Estimated Depth	Sampling Method	Sampling Protocol	Analysis	Applicable Regulations
<b>Soil Sampling (UST Excavation)</b>						
1-NS	North Side Wall	4-4.5	Direct Push Drilling/ Dedicated Scoops	If former UST excavation location can be determined: Collect from area of staining or PID reading (biased). Otherwise, collect at 6" interval above ground water interface, or collect at interval below tank invert if GW not encountered	EPH Category 1. Contingency analysis for 25% of samples where EPH is detected over 1,000 mg/kg for 2-Methyl Naphthalene and Naphthalene	Technical Guidance for Investigation of UST Systems dated 7/31/2012 (Sample Location and quantity); Protocol for Addressing EPH Contamination Technical Guidance Document Version 5.0, issued 08/09/2010; and N.J.A.C. 7:26E TABLE 2-1 (Sample Analysis)
1-ND	North Side Wall (Deep)	5.5-6				
1-ES	East Side Wall	4-4.5				
1-ED	East Side Wall (Deep)	5.5-6				
1-SS	South Side Wall	4-4.5				
1-SD	South Side Wall (Deep)	5.5-6				
1-WS	West Side Wall	4-4.5				
1-WD	West Side Wall (Deep)	5.5-6				
1-P	Piping	2-2.5				
<b>Fill Material sampling (UST Footprint)</b>						
BF-1	Backfill	4-4.5	Direct Push Drilling/ Dedicated Scoops	1 sample required to investigate excavation back fill pending visual assessment of homogeneous, clean soil as per conversation with NJDEP correspondence	TAL/TCL and EPH. Total Chromium. Contingency analysis for Hexavalent chromium.	NJDEP SRP Alternative and Clean Fill Guidance for SRP Sites, Updated December 29, 2011
<b>Ground Water (UST Excavation)</b>						
MW-1R	Former UST Footprint 1st Sampling Event	1-12'	Conventional	Collect Sample via conventional sampling methods and compare to NJDEP 2012 GWQS	VOC+TICs; SVOCs+TICs	NJDEP Tech. Rules Table 2-1; 2005 FSPM
<b>QA/QC samples (required for each sampling event)</b>						
FB	Field Blank	Soil and Ground Water	As per NJDEP Field Sampling Procedures Manual	Required	Soil: EPH Category 1. Contingency analysis for 2-Methyl Naphthalene and Naphthalene. TAL/TCL and EPH. Total Chromium. Contingency analysis for Hexavalent chromium. Ground Water: VO+TICs, SVOC+TICs	NJDEP Field Sampling Procedures Manual, December 2005
DUP	Duplicate	Soil and Ground Water		Required		
TB	Trip Blank	Ground Water		Required if ground water sample is collected		
MS/MSD	Matrix Spike/Matrix Spike Duplicate	Ground Water		Required if ground water sample is collected No additional cost		
Contingency Actions						
<b>Contingency Delineation Soil Sampling (UST Excavation)</b>						
1Del-1	Delineation Boring for North Side of excavation (shallow and deep)			Delineation Sampling (if required)	Sample Analysis based on findings from Mobilization 1 soil sampling	Soil - SI/RI/RA Technical Guidance Document; Protocol for Addressing EPH Contamination Technical Guidance Document Version 5.0, issued 08/09/2010; and N.J.A.C. 7:26E TABLE 2-1 (Sample Analysis)
1Del-2	Delineation Boring for North Side of excavation (hold)					
1Del-3	Delineation Boring for East Side of excavation (shallow and deep)					
1Del-4	Delineation Boring for East Side of excavation (hold)					
1Del-5	Delineation Boring for South Side of excavation (shallow and deep)					
1Del-6	Delineation Boring for South Side of excavation (hold)					
1Del-7	Delineation Boring for West Side of excavation (shallow and deep)					
1Del-8	Delineation Boring for West Side of excavation (hold)					
1Del-9	Delineation Boring for Piping					
1Del-10	Delineation Boring for Backfill					
<b>Contingency Ground Water Delineation Actions</b>						
MW-2R	Delineation Well network if MW-1R indicates presence of contaminants in ground water		Conventional	Collect Sample via conventional sampling methods and compare to NJDEP 2012 GWQS	VOC+TICs; SVOCs+TICs	Ground Water Technical Guidance: SI, RI, RA Performance Monitoring, dated April 3, 2012; 2005 FSPM
MW-3R						
MW-4R						
	2rd Sampling Event		Conventional			
	3th Sampling Event		Conventional			

Table 3B - Concurrence to Current Regulations for AOC-2 (PAOC B2)  
 Summit DPW - SRP ID# 008156 - Block 202, Lot 15  
 41 Chatham Road, Summit, Union Co., New Jersey

AOC-2 - 1000-gallon Diesel/Waste Oil UST; Tank ID – Tank 1; Tank No. – C6; Removed 5/21/1992								
Historic Samples								
Sample ID	Sample Location	Estimated Depth	Date	Historic Sample Analysis	Exceedances	Notes		
<b>Soil Sampling</b>								
No Soil Samples Collected during UST closure activities								
8/30/1994 - 20 ft long trench installed at approximate former UST location to investigate soil. 3 samples collected at interval above ground water based on less than 30' of sidewall								
JLR-083094-1	Sidewall of trench	4.5-5	Soil samples collected along trench sidewall, at interval above ground	TPHC. Contingency VO, BN, PCBs, PP Metals (contingency run on JLR-083094-3)	NONE. TPHC results 42 mg/kg to 5,100 mg/kg. Contingency activated for sample 3, indicate no exceedances	Backhoe Excavation and sampling		
JLR-083094-2	Sidewall of trench	4.5-5						
JLR-083094-3	Sidewall of trench	4.5-5						
<b>Ground Water</b>								
MW-1	Monitoring Well	12' TDW	Installed: 4/11/91	Based on presence of free product noted during UST closure activities, MW-5 installed in proximity of AOC 2	Metals and BNs, plus PCE in 1994. No Exceedances in 1996.			
MW-2	Monitoring Well	12' TDW	Installed: 4/7/30/92					
MW-3	Monitoring Well	7.5' TDW	Installed: 4/7/30/92					
MW-4	Monitoring Well	10' TDW	Installed: 4/7/30/92					
MW-5	Monitoring Well	6.6' TDW	Installed: 11/9/1994					
MW-6	Monitoring Well	7' TDW	Installed: 11/9/1994					
<b>Proposed Sampling for Compliance with NJDEP Regulations</b>								
Sample ID	Sample Location	Estimated Depth	Sampling Method	Sampling Protocol	Analysis	Applicable Regulations		
<b>Soil Sampling (UST Excavation)</b>								
2-NS	North Side Wall Shallow	2.5	Direct Push Drilling/ Dedicated Scoops	If former UST excavation location can be determined: Collect from area of staining or PID reading (biased). Otherwise, collect at 6" interval above ground water interface, or collect at interval below tank invert if GW not encountered	EPH Category 2. Contingency analysis for 25% of samples where EPH is detected for VO, SVO, PCBs, TAL Metals	Technical Guidance for Site Investigation of Soil, Remedial Investigation of Soil, and NJDEP SRP Remedial Action Verification Sampling for Soil Version 1.1, DATE 9/1/2012 (sample quantity and location); and N.J.A.C. 7:26E TABLE 2-1 Analytical Requirements for Petroleum Storage and Discharge Areas (Sample Analysis)		
2-ND	Deep	6-6.5						
2-ES	East Side Wall	4-4.5						
2-ED	Deep	6-6.5						
2-SS	South Side Wall	4-4.5						
2-SD	Deep	6-6.5						
2-WS	West Side Wall	4-4.5						
2-WD	Deep	6-6.5						
2-P	Piping	2-2.5						
<b>Fill Material sampling (UST Footprint)</b>								
BF-2	Backfill	4-4.5	Direct Push Drilling/ Dedicated Scoops	1 sample required to investigate excavation back fill pending visual assessment of homogeneous, clean soil as per NJDEP Clean Fill Guidance	TAL/TCL and EPH. Total Chromium. Contingency analysis for Hexavalent chromium and fractionation	NJDEP SRP Alternative and Clean Fill Guidance for SRP Sites, Updated 12/29/2011		
<b>Ground Water (if required)</b>								
MW-5R	Former UST Footprint 1st Sampling Event	1-12'	Conventional	Collect Sample via conventional sampling methods and compare to NJDEP 2012 GWQS	VO+TICs; SVO+TICs; & TAL Metals	NJDEP Tech Rules Table 2-1; and NJDEP Tech. Rules Table 2-1; 2005 FSPM		
<b>QA/QC samples (required for each sampling event)</b>								
FB	Field Blank	Soil and Ground Water	As per NJDEP Field Sampling Procedures Manual	Required	Soil: EPH Category 1. Contingency analysis for 2-Methyl Naphthalene and Naphthalene. TAL/TCL and EPH. Total Chromium. Contingency analysis for Hexavalent chromium. Ground Water: VO+TICs, SVO+TICs	NJDEP Field Sampling Procedures Manual, December 2005		
DUP	Duplicate	Soil and Ground Water		Required				
TB	Trip Blank	Ground Water		Required if ground water sample is collected				
MS/MSD	Matrix Spike/Matrix Spike Duplicate	Ground Water		Required if ground water sample is collected No additional cost				
<b>Contingency Actions</b>								
<b>Contingency Delineation Soil Sampling (UST Excavation)</b>								
2Del-1	Delineation Sample for North Side of excavation (shallow and deep)			Delineation Sampling (if required)	Sample Analysis based on findings from Mobilization 1 soil sampling	Soil - SI/RI/RA Technical Guidance Document; Protocol for Addressing EPH Contamination Technical Guidance Document Version 5.0, issued 08/09/2010; and N.J.A.C. 7:26E TABLE 2-1 (Sample Analysis)		
2Del-2	Delineation Sample for North Side of excavation (hold)							
2Del-3	Delineation Sample for East Side of excavation (shallow and deep)							
2Del-4	Delineation Sample for East Side of excavation (hold)							
2Del-5	Delineation Sample for South Side of excavation (shallow and deep)							
2Del-6	Delineation Sample for South Side of excavation (hold)							
2Del-7	Delineation Sample for West Side of excavation (shallow and deep)							
2Del-8	Delineation Sample for West Side of excavation (hold)							
2Del-9	Delineation Boring for Piping							
2Del-10	Delineation Boring for Backfill							
<b>Contingency Ground Water Delineation Actions</b>								
MW-7	Delineation Well network if MW-5R indicates presence of contaminants in GW			Collect Sample via conventional sampling methods and compare to NJDEP 2012 GWQS	VO+TICs; SVO+TICs; & TAL Metals	Ground Water Technical Guidance: SI, RI, RA Performance Monitoring, dated 4/3/2012; 2005 FSPM		
MW-8							2nd Sampling Event	Conventional
							3th Sampling Event	Conventional

Table 3C - Concurrence to Current Regulations for AOC-3 (PAOC-B3)

Summit DPW - SRP ID# 008156 - Block 202, Lot 15

41 Chatham Road, Summit, Union Co., New Jersey

AOC-3 - 2000-gallon Leaded Gasoline/Waste Oil UST; Tank ID – Tank 2; Tank No. – C7; Removed 6/21/1993						
Sample ID	Sample Location	Estimated Depth	Date	Historic Sample Analysis	Exceedances	Notes
<b>Historic Samples</b>						
<b>Soil Sampling</b>						
Sample 1	Sidewall of excavation	6-6.5	Soil samples collected from Excavation sidewalls at interval above ground water	TPHC. Contingency VO, BN, PCBs, PP Metals (contingency run on Samples 1 and 2)	Historically : Beryllium and M.C. 2015 review: Chromium (35.9 and 56.8) and Beryllium (1.2 and 1.7), and M.C. (lab contaminant)	Backhoe
Sample 2	Sidewall of excavation	6-6.5				
Sample 3	Sidewall of excavation	6-6.5				
Sample 4	Sidewall of excavation	6-6.5				
<b>Ground Water</b>						
MW-1	Monitoring Well	12' TDW	Installed: 4/11/91	Based on presence of free product noted during UST closure activities, MW-5 installed in proximity of AOC 2		
MW-2	Monitoring Well	12' TDW	Installed: 4/7/30/92			
MW-3	Monitoring Well	7.5' TDW	Installed: 4/7/30/92			
MW-4	Monitoring Well	10' TDW	Installed: 4/7/30/92			
MW-5	Monitoring Well	6.6' TDW	Installed: 11/9/1994			
MW-6	Monitoring Well	7' TDW	Installed: 11/9/1994			
					Metals and BNs (including PCE) in 1994. No exceedances in 1996.	
<b>Proposed Sampling for Compliance with NJDEP Regulations</b>						
Sample ID	Sample Location	Estimated Depth	Sampling Method	Sampling Protocol	Analysis	Applicable Regulations
<b>Soil Sampling</b>						
3-NS	North Side Wall Shallow	2.5	Direct Push Drilling/ Dedicated Scoops	If former UST excavation location can be determined: Collect from area of staining or PID reading (biased). Otherwise, collect at 6" interval above ground water interface, or collect at interval below tank invert if GW not encountered	EPH Category 2; and VO+TICs and Lead . Contingency analysis for 25% of samples where EPH is detected for VO, SVO, PCBs, TAL Metals	Technical Guidance for Site Investigation of Soil, Remedial Investigation of Soil, and NJDEP SRP Remedial Action Verification Sampling for Soil Version 1.1, DATE 9/1/2012 (sample quantity and location); and N.J.A.C. 7:26E TABLE 2-1 Analytical Requirements for Petroleum Storage and Discharge Areas (Sample Analysis)
3-ND	Deep	6-6.5				
3-ES	East Side Wall	4-4.5				
3-ED	Deep	6-6.5				
3-SS	South Side Wall	4-4.5				
3-SD	Deep	6-6.5				
3-WS	West Side Wall	4-4.5				
3-WD	Deep	6-6.5				
3-P	Piping	2-2.5				
<b>Fill Material sampling</b>						
BF-3	Backfill	4-4.5	Direct Push Drilling/ Dedicated Scoops	1 sample required to investigate excavation back fill pending visual assessment of homogeneous, clean soil	TAL/TCL and EPH. Total Chromium. Contingency analysis for Hexavalent chromium.	NJDEP SRP Alternative and Clean Fill Guidance for SRP Sites, Updated December 29, 2011
<b>Ground Water (if required)</b>						
MW-6R	Former UST Footprint 1st Sampling Event	1-12'	Conventional	Compare to NJDEP 2012 GWQS	VO+TICs; SVO+TICs; & TAL Metals	NJDEP Tech Rules Table 2-1; and NJDEP Tech. Rules Table 2-1; 2005 FSPM
<b>QA/QC samples</b>						
FB	Field Blank	Soil and Ground Water	As per NJDEP Field Sampling Procedures Manual	Required	Soil: EPH Category 2 with contingency. TAL/TCL +30. Cr6 Ground Water: VO+TICs, SVO+TICs	NJDEP Field Sampling Procedures Manual, December 2005
DUP	Duplicate	Soil		Required		
TB	Trip Blank	Ground Water		Required if ground water sample is collected		
MS/MSD	Matrix Spike/Matrix Spike Duplicate	Ground Water		Required if ground water sample is collected		
<b>Contingency Actions</b>						
<b>Contingency Delineation Soil Sampling (UST Excavation)</b>						
3Del-1	Delineation Sample for North Side of excavation (shallow and deep)			Delineation Sampling (if required)	Sample Analysis based on findings from Mobilization 1 soil sampling	Soil - SI/RI/RA Technical Guidance Document; Protocol for Addressing EPH Contamination Technical Guidance Document Version 5.0, issued 08/09/2010; and N.J.A.C. 7:26E TABLE 2-1 (Sample Analysis)
3Del-2	Delineation Sample for North Side of excavation (hold)					
3Del-3	Delineation Sample for East Side of excavation (shallow and deep)					
3Del-4	Delineation Sample for East Side of excavation (hold)					
3Del-5	Delineation Sample for South Side of excavation (shallow and deep)					
3Del-6	Delineation Sample for South Side of excavation (hold)					
3Del-7	Delineation Sample for West Side of excavation (shallow and deep)					
3Del-8	Delineation Sample for West Side of excavation (hold)					
3Del-9	Delineation Boring for Piping					
3Del-10	Delineation Boring for Backfill					
<b>Contingency Ground Water Delineation Actions</b>						
MW-9	Delineation Well network if MW-6R indicates presence of contaminants in GW			Collect Sample via conventional sampling methods and compare to NJDEP 2012 GWQS	VO+TICs; SVO+TICs; & TAL Metals	Ground Water Technical Guidance: SI, RI, RA Performance Monitoring, dated April 3, 2012; 2005 FSPM
MW-10	2rd Sampling Event		Conventional			
	3th Sampling Event		Conventional			

Table 3D - Concurrence to Current Regulations for AOC-4 (PAOC-B4)  
 Summit DPW - SRP ID# 008156 - Block 202, Lot 15  
 41 Chatham Road, Summit, Union Co., New Jersey

AOC-4 - 550-gallon #2 Heating Fuel Oil UST; Tank ID – Tank 8; Tank No. – E8; Removed 1/23/1995						
Historic Samples						
Sample ID	Sample Location	Estimated Depth	Date	Historic Sample Analysis	Exceedances	Notes
<b>Soil Sampling</b>						
JLR-012395-01	Sidewall of excavation	6.5-7.5	Soil samples collected from Excavation sidewalls at interval above GW	TPHC. Contingency VO +10. Contingency analysis run on JLR-012395-03	Historically : All below 2015 review: Benzene, Ethylbenzene, and Xylene above IGW	
JLR-012395-02	Sidewall of excavation	6.5-7.5				
JLR-012395-03	Sidewall of excavation	6.5-7.5				
JLR-012395-04	Sidewall of excavation	6.5-7.5				
Proposed Sampling for Compliance with NJDEP Regulations						
Sample ID	Sample Location	Estimated Depth	Sampling Method	Sampling Protocol	Analysis	Applicable Regulations
<b>Soil Sampling</b>						
4-NS	North Side Wall Shallow	2.5	Direct Push Drilling/ Dedicated Scoops	If former UST excavation location can be determined: Collect from area of staining or PID reading (biased). Otherwise, collect at 6" interval above ground water interface, or collect at interval below tank invert if GW not encountered	EPH Category 1. Contingency analysis for 25% of samples where EPH is detected over 1,000 mg/kg for 2-Methyl Naphthalene and Naphthalene; Plus compounds identified in 2015 historic data review (Benzene, Ethylbenzene, and Xylene above IGW)	Technical Guidance for Investigation of Underground Storage Tank Systems DATE July 31, 2012 (Sample Location and quantity); Protocol for Addressing EPH Contamination Technical Guidance Document Version 5.0, issued 08/09/2010; and N.J.A.C. 7:26E TABLE 2-1 Analytical Requirements for Petroleum Storage and Discharge Areas (Sample Analysis)
4-ND	Deep	6-6.5				
4-ES	East Side Wall	4-4.5				
4-ED	Deep	6-6.5				
4-SS	South Side Wall	4-4.5				
4-SD	Deep	6-6.5				
4-WS	West Side Wall	4-4.5				
4-WD	Deep	6-6.5				
4-P	Piping	2-2.5				
<b>Fill Material sampling</b>						
BF-4	Backfill	4-4.5	Direct Push Drilling/ Dedicated Scoops	1 sample required to investigate excavation back fill pending visual assessment of homogeneous, clean soil as per conversation with NJDEP correspondence	TAL/TCL and EPH. Total Chromium. Contingency analysis for Hexavalent chromium.	NJDEP SRP Alternative and Clean Fill Guidance for SRP Sites, Updated December 29, 2011
<b>Ground Water (if required)</b>						
MW-11	Former UST Footprint 1st Sampling Event	1-12'	Conventional	compare to NJDEP 2012 GWQS	VO+TICs; SVO+TICs; & TAL Metals	NJDEP Tech Rules Table 2-1; and NJDEP Tech. Rules Table 2-1; 2005 FSPM
<b>QA/QC samples</b>						
FB	Field Blank	Soil and Ground Water	As per NJDEP Field Sampling Procedures Manual	Required	Soil: EPH Category 2 with contingency. TAL/TCL +30. Cr6 Ground Water: VO+TICs, SVO+TICs	NJDEP Field Sampling Procedures Manual, December 2005
DUP	Duplicate	Soil		Required		
TB	Trip Blank	Ground Water		Required if ground water sample is collected		
MS/MSD	Matrix Spike/Matrix Spike Duplicate	Ground Water		Required if ground water sample is collected		
Contingency Actions						
<b>Contingency Delineation Soil Sampling (UST Excavation)</b>						
4Del-1	Delineation Sample for North Side of excavation (shallow and deep)		Delineation Sampling (if required)	Sample Analysis based on findings from Mobilization 1 soil sampling		Soil - SI/RI/RA Technical Guidance Document; Protocol for Addressing EPH Contamination Technical Guidance Document Version 5.0, issued 08/09/2010; and N.J.A.C. 7:26E TABLE 2-1 (Sample Analysis)
4Del-2	Delineation Sample for North Side of excavation (hold)					
4Del-3	Delineation Sample for East Side of excavation (shallow and deep)					
4Del-4	Delineation Sample for East Side of excavation (hold)					
4Del-5	Delineation Sample for South Side of excavation (shallow and deep)					
4Del-6	Delineation Sample for South Side of excavation (hold)					
4Del-7	Delineation Sample for West Side of excavation (shallow and deep)					
4Del-8	Delineation Sample for West Side of excavation (hold)					
4Del-9	Delineation Boring for Piping					
4Del-10	Delineation Boring for Backfill					
<b>Contingency Ground Water Delineation Actions</b>						
MW-12	Delineation Well network if MW-11 indicates presence of contaminants in GW		Conventional	Collect Sample via conventional sampling methods and compare to NJDEP 2012 GWQS	VOC+TICs; SVOCs+TICs	Ground Water Technical Guidance: SI, RI, RA Performance Monitoring, dated April 3, 2012; 2005 FSPM
	2nd Sampling Event					
	3th Sampling Event					

Table 3E - Concurrence to Current Regulations for AOC-5 (PAOC-B5)

Summit DPW - SRP ID# 008156 - Block 202, Lot 15

41 Chatham Road, Summit, Union Co., New Jersey

AOC-5 - 4000-gallon Medium Diesel Fuel (No. 2-D) UST; Tank ID – Tank 5; Tank No. – E3; Removed 7/20/1999						
Historic Samples						
Sample ID	Sample Location	Estimated Depth	Date	Historic Sample Analysis	Exceedances	Notes
<b>Soil Sampling</b>						
4 Soil Samples Collected during UST closure activities in 1999. No ground water encountered. Samples run for TPH - no detections (no additional documentation)						
11/06 ESA installed SBs (March 2007 SIR)						
DB1	Bottom of excavation	7-7.5	Nov-06	TPHC. Contingency VO +10. TPH results ranged from 59ppm to 15,000 ppm. Sample DB3 (15,000 ppm) and BD5 (3,5000 ppm) were further analyzed for VO+10 which did not detect any VO compounds above the SCC.	TPHC	Backhoe
DB2	Sidewall of excavation	6.5-7				
DB3	Bottom of excavation	2-2.5				
DB4	Bottom of excavation	6.5-7 interval above GW				
DB5	Sidewall of excavation	5.5-6				
DB6	Sidewall of excavation	5-5.4				
DB7	Sidewall of excavation	5-5.5				
DD1	Dispenser	4-4.5				
F3 (boring DB1)	Clean Fill	4-6'				
F4 (boring DB4)	Clean Fill	1-4'				
<b>Proposed Sampling for Compliance with NJDEP Regulations</b>						
Sample ID	Sample Location	Estimated Depth	Sampling Method	Sampling Protocol	Analysis	Applicable Regulations
<b>Soil Sampling</b>						
5-NS	North Side Wall	4-4.5	Direct Push Drilling/ Dedicated Scoops	If former UST excavation location can be determined: Collect from area of staining or PID reading (biased). Otherwise, collect at 6" interval above ground water interface, or collect at interval below tank invert if GW not encountered	EPH Category 1. Contingency analysis for 25% of samples where EPH is detected over 1,000 mg/kg for 2-Methyl Naphthalene and Naphthalene	Technical Guidance for Investigation of UST Systems dated 7/31/2012 (Sample Location and quantity); Protocol for Addressing EPH Contamination Technical Guidance Document Version 5.0, issued 08/09/2010; and N.J.A.C. 7:26E TABLE 2-1 (Sample Analysis)
5-ND	North Side Wall (Deep)	6.5-7				
5-ES	East Side Wall	4-4.5				
5-ED	East Side Wall (Deep)	6.5-7				
5-SS	South Side Wall	4-4.5				
5-SD	South Side Wall (Deep)	6.5-7				
5-WS	West Side Wall	4-4.5				
5-WD	West Side Wall (Deep)	6.5-7				
5-P	Piping	2-2.5				
<b>Fill Material sampling</b>						
BF-5	Backfill	4-4.5	Direct Push Drilling/ Dedicated Scoops	Investigate Chromium Detected in fill samples	Chromium	NJDEP SRP Alternative and Clean Fill Guidance for SRP Sites, Updated 12/29/2011
<b>Ground Water (if required)</b>						
MW-13	Former UST Footprint 1st Sampling Event	1-12'	Conventional	NJDEP 2012 GWQS	VO+TICs; SVO+TICs; & TAL Metals	NJDEP Tech Rules Table 2-1; and NJDEP Tech. Rules Table 2-1; 2005
<b>QA/QC samples</b>						
FB	Field Blank	Soil and Ground Water	As per NJDEP Field Sampling Procedures Manual	Required	Soil: EPH Category 2 with contingency. TAL/TCL +30. Cr6 Ground Water: VO+TICs, SVO+TICs	NJDEP Field Sampling Procedures Manual, December 2005
DUP	Duplicate	Soil		Required		
TB	Trip Blank	Ground Water		Required if ground water sample is collected		
MS/MSD	Matrix Spike/Matrix Spike Duplicate	Ground Water		Required if ground water sample is collected		
<b>Contingency Actions</b>						
<b>Contingency Delineation Soil Sampling (UST Excavation)</b>						
5Del-1	Delineation Sample for North Side of excavation (shallow and deep)			Delineation Sampling (if required)	Sample Analysis based on findings from Mobilization 1 soil sampling	Soil - SI/RI/RA Technical Guidance Document; Protocol for Addressing EPH Contamination Technical Guidance Document Version 5.0, issued 08/09/2010; and N.J.A.C. 7:26E TABLE 2-1 (Sample Analysis)
5Del-2	Delineation Sample for North Side of excavation (hold)					
5Del-3	Delineation Sample for East Side of excavation (shallow and deep)					
5Del-4	Delineation Sample for East Side of excavation (hold)					
5Del-5	Delineation Sample for South Side of excavation (shallow and deep)					
5Del-6	Delineation Sample for South Side of excavation (hold)					
5Del-7	Delineation Sample for West Side of excavation (shallow and deep)					
5Del-8	Delineation Sample for West Side of excavation (hold)					
5Del-9	Delineation Boring for Piping					
5Del-10	Delineation Boring for Backfill					
<b>Contingency Ground Water Delineation Actions</b>						
MW-14	Delineation Well network if MW-13 indicates presence of contaminants in GW		Conventional	Collect Sample via conventional sampling methods and compare to NJDEP 2012 GWQS	VOC+TICs; SVOCs+TICs	Ground Water Technical Guidance: SI, RI, RA Performance Monitoring, dated April 3, 2012; 2005 FSPM
	2nd Sampling Event					
	3th Sampling Event					

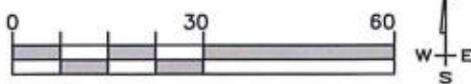
Table 3F - Concurrence to Current Regulations for AOC-6 (PAOC-B6)  
 Summit DPW - SRP ID# 008156 - Block 202, Lot 15  
 41 Chatham Road, Summit, Union Co., New Jersey

AOC-6 - 4000-gallon Unleaded Gasoline UST; Tank ID – Tank 4; Tank No. – E2; Removed 7/21/1999						
Historic Samples						
Sample ID	Sample Location	Estimated Depth	Date	Historic Sample Analysis	Exceedances	Notes
<b>Soil Sampling</b>						
7/99 13 samples (10 for VO+10 and lead, and 3 for TPH. Results from the laboratory were ND; however, no further information such as sampling methods or locations was provided)						
11/06 ESA installed SBs						
GB1	Bottom of excavation	3-3.5	Soil samples collected from Excavation sidewalls at refusal or interval above ground water	VO+10 and lead		
GB2	Bottom of excavation	6-6.5				
GB3	Sidewall of excavation	4-4.5				
GB4	Sidewall of excavation	0-0.5				
GB5	Bottom of excavation	7-7.5				
GB6	Sidewall of excavation	6.5-7				
GB7	Sidewall of excavation	6.5-7				
GD1	Dispenser	4-4.5				
GF1	Clean Fill	3-4'		TPH, Contingency PP+40. TPH at 14,000 and 1,200 ppm. GF1 then analyzed for PP+40, all below standards.	Chromium	
F2	Clean Fill	2-4				
Proposed Sampling for Compliance with NJDEP Regulations						
Sample ID	Sample Location	Estimated Depth	Sampling Method	Sampling Protocol	Analysis	Applicable Regulations
<b>Soil Sampling</b>						
No sampling has been identified as out of compliance with current NJDEP Technical Regulations.						
<b>Fill Material sampling</b>						
BF-5	Backfill	4-4.5	Direct Push Drilling/ Dedicated Scoops	Investigate Chromium Detected in fill samples	Chromium	NJDEP SRP Alternative and Clean Fill Guidance for SRP Sites, Updated 12/29/2011
<b>QA/QC samples</b>						
FB	Field Blank	Soil and Ground Water	As per NJDEP Field Sampling Procedures Manual	Required	Chromium	NJDEP Field Sampling Procedures Manual, December 2005
DUP	Duplicate	Soil		Required		
<b>Contingency Actions</b>						
<b>Contingency Delineation Soil Sampling (UST Excavation)</b>						
6Del-1	Delineation Sample for Chromium			Delineation Sampling (if required)	Sample Analysis based on findings from Mobilization 1 soil sampling	Soil - SI/RI/RA Technical Guidance Document
6Del-2	Delineation Sample for Chromium					



PARCEL INFORMATION SHOWN HEREON IS BASED ON CITY OF SUMMIT TAX MAPS, CONDITIONS AS OF OCTOBER 1990, PER NJ PARCEL MAP, 2011.

— APPROXIMATE SITE BOUNDARY



Certificate No. 24GA28016600

53 Frontage Road, Suite 170  
Hampton, New Jersey 08827

**FIGURE 4**  
**MAP OF POTENTIAL OFF SITE SOURCES**  
SUMMIT DEPT. OF PUBLIC WORKS  
BLOCK 202, LOT 15  
CITY OF SUMMIT, UNION COUNTY, NEW JERSEY

Designed SRH	Drawn SRH	Checked JDS	Approved JDS	1/28/15
-----------------	--------------	----------------	-----------------	---------

Table 4  
Reference List of Missing Consultant Reports and Essential Documents  
Summit DPW  
41 Chatham Road, Summit, Union Co., New Jersey  
SRP ID# 008165

From	Document (As per NJDEP's Dataminer)	Date	File Review Status
ESA, Inc	Remedial Action Report (Received by NJDEP 8/18/05)	8/18/2005	NA
NJDEP	Deficiency Letter Issued Re: UST Registration	3/11/2006	NA
NJDEP	Notice of Violation (NOV) from Hollis, Michael NJDEP	9/20/2006	12/4/06 NOV from Hollis re: compliance evaluation and assistance inspection
NJDEP	Notice of Deficiency (NOD)	10/3/2007	found
ESA, Inc	SR-Remedial Action Report, reviewed by NJDEP	10/3/2007	NA
NJDEP	Notice of Deficiency (NOD)	7/13/2011	found
NJDEP	Notice of Deficiency (SR-Intent to Terminate)	9/22/2011	NA
ESA, Inc	SR-Remedial Action Report, reviewed by NJDEP (approved 7/20/2011)	7/13/2011	NA

MISSING INFORMATION	Additional Information from Consultant Reports not provided to HMM:
<ul style="list-style-type: none"> <li>• Monitoring Well Abandonment Forms</li> </ul>	
<ul style="list-style-type: none"> <li>• Maps of UST locations, especially: <ul style="list-style-type: none"> <li>○ UST C7 (2,000 gal Heating Oil UST)</li> <li>○ UST C6 (1,000 gal Waste Oil UST)</li> <li>○ UST E8 (550 or 1,000 gal Heating Oil UST)</li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li>• 12/23/91 DICAR: Attachment 3 Well Search – no information was provided regarding well records/tables/maps</li> </ul>	Attachment 3 found – no tables. One map and NJDEP letter included.
<ul style="list-style-type: none"> <li>• 7/6/92 DICAR Addendum: Figure 3 (11x17), Attachment 5 Well Search</li> </ul>	No attachment 5 included Has section for TP and soil sample locations. No included.
<ul style="list-style-type: none"> <li>• 3/18/93 RI Addendum: Figure 3 (11x17), Attachment 5 photographs</li> </ul>	NA
<ul style="list-style-type: none"> <li>• 4/28/1995 Remedial Investigation Report: Figures 1 through 5</li> </ul>	Figures 1 and 5 scanned. No figures 2-4. Figure 5 shows location of wells/GW contour map
<ul style="list-style-type: none"> <li>• 5/1/1995 RIR additional volumes: Analytical data packages for USTs #6,7,8 and MW-5 and MW-6 sampling (Attachment 8 through 11)</li> </ul>	
<ul style="list-style-type: none"> <li>• March 2007 Site Investigation Report: Text Pages 2 and 5</li> </ul>	
<ul style="list-style-type: none"> <li>• Reporting associated with 3/29/1995 Standard Reporting Form for tank #E8</li> </ul>	

Notes:

Remedial Investigation Addendum Report – has figures with TP locations, but does not specifically note UST locations.

NA: Not Available

**Table 5**  
**Proposed Timeline of Events and Cost Estimate**  
**Summit DPW - SRP ID# 008156 - Block 202, Lot 15**  
**41 Chatham Road, Summit, Union Co., New Jersey**

Attachment: FINAL Summit DPW 2015 RI Proposal with Attachments 12-1-15 reduced (3449) : Authorize

Task	Event	Action	Description	Rational	Estimated Timeframe	Task	Costs	Sub-Totals
Task 1	Office/Deliverable/Meeting	SIR Report	SIR with QAPP and RIW	To comply with current NJDEP Regulations	Draft SIR- early January 2016 <b>Summit Conf Call - January 2016</b> Final SIR to NJDEP- late January 2016	HMM Project Management	\$ 4,250	Summit Authorization
						HMM Labor - Office	\$ 7,750	
						HMM Expenses	\$ 250	
						<b>Sub-Total:</b>	<b>\$ 12,250</b>	
Task 2	Mobilization 1	Required Soil Sampling	Install up to 57 soil borings and collect up to 70 soil samples (5 days)	To comply with current NJDEP Regulations; Evaluate excavation backfill	Field work - late February 2016/early March (weather depending) Analytical Results Available for Review - April 2016 Soil Summary Tables & Maps - April 2016 <b>Summit Meeting - late April 2016</b>	HMM Project Management	\$ 1,500	Task 1 + 2 Sub-Total:
						HMM Labor - Office	\$ 4,500	
						HMM Labor - Field	\$ 6,000	
						HMM Equipment	\$ 1,000	
						Subcontractor - Driller	\$ 12,050	
						Subcontractor - Laboratory	\$ 23,600	
						<b>Sub-Total:</b>	<b>\$ 48,650</b>	
Task 3	Mobilization 2	Required Well Installations	Install up to 7 monitoring wells (4 days)	To comply with current NJDEP Regulations	Well Installations - early June 2016 Survey - June 2016	HMM Project Management	\$ 2,500	Summit Authorization
						HMM Labor - Field	\$ 7,500	
						HMM Equipment	\$ 750	
						HMM -Surveyor	\$ 2,500	
	Mobilization 3	Ground Water Sampling Event #1	Sample 7 monitoring wells (2 days)	To comply with current NJDEP Regulations; Ascertain ground water flow direction	Initial Round of Ground Water Sampling - early July 2016 Analytical Results Available for Review - late July 2016	HMM Project Management	\$ 2,500	Task 3 + 4 Sub-Total:
						HMM Labor - Field	\$ 1,700	
						HMM Equipment	\$ 850	
						Subcontractor - Laboratory	\$ 3,700	
<b>Sub-Total:</b>	<b>\$ 8,750</b>							
Task 4	Office/Deliverable/Meeting	Evaluation and Summary of Results	Meeting with Summit	Approval of Delineation Activities	Ground Water Summary Tables & Maps - August 2016 Fate & Transport Model - August 2016 Draft Updated Receptor Evaluation - August 2016 <b>Summit Meeting- late August/ early September 2016</b>	HMM Project Management	\$ 2,500	\$ 50,850
						HMM Labor - Office	\$ 7,500	
						HMM Expenses	\$ 250	
						<b>Sub-Total:</b>	<b>\$ 10,250</b>	
Task 5	Mobilization 4	Soil Delineation (Contingency)	Install up to 64 borings, and collect up to 96 soil samples (6 days)	To satisfy March 1, 2017 anticipated Extention Request Deadline	Field work - late September 2016 Lab results - early October 2016	HMM Project Management	\$ 2,500	Summit Authorization
						HMM Labor - Office	\$ 2,500	
						HMM Labor - Field	\$ 10,000	
						HMM Equipment	\$ 500	
						Subcontractor - Driller	\$ 13,000	
						Subcontractor - Laboratory	\$ 46,800	
						<b>Sub-Total:</b>	<b>\$ 75,300</b>	
Task 6	Mobilization 5	Ground Water Dealineation (Contingency)	Install up to 10 monitoring wells (5 days)	To satisfy March 1, 2017 anticipated Extention Request Deadline	Well Installations - October 2016 Survey - October 2016	HMM Project Management	\$ 2,500	Task 5 + 6 + 7 CONTINGENCY Sub-Total:
						HMM Labor - Field	\$ 7,500	
						HMM Equipment	\$ 750	
						HMM -Surveyor	\$ 2,500	
						Subcontractor - Driller	\$ 22,700	
	<b>Sub-Total:</b>	<b>\$ 35,950</b>						
	Mobilization 6	Ground Water Sampling Event #2 (Contingency)	Sample up to 17 monitoring wells (4 days)	To satisfy March 1, 2017 anticipated Extention Request Deadline	Ground Water Sampling of MW network - early November 2016 Analytical Results Available for Review - late November 2016	HMM Project Management	\$ 2,500	
						HMM Labor - Office	\$ 2,500	
						HMM Labor - Field	\$ 4,000	
						HMM Equipment	\$ 1,700	
Subcontractor - Laboratory						\$ 7,700		
<b>Sub-Total:</b>	<b>\$ 18,400</b>							
Task 7	Mobilization 7	Ground Water Sampling Event #3 (Contingency)	Sample up to 17 monitoring wells (4 days)	To satisfy March 1, 2017 anticipated Extention Request Deadline	<b>Summit Conf Call - Nov/Dec 2016</b> Ground Water Sampling (as needed) - December 2016 Analytical Results Available for Review - December 2016	HMM Project Management	\$ 2,500	\$ 148,050
						HMM Labor - Office	\$ 2,500	
						HMM Labor - Field	\$ 4,000	
						HMM Equipment	\$ 1,700	
						Subcontractor - Laboratory	\$ 7,700	
						<b>Sub-Total:</b>	<b>\$ 18,400</b>	
Task 8	Office/Deliverable/Meeting	Remedial Investigation Report	RIR with Updated Receptor Evaluation	To satisfy March 1, 2017 anticipated Extention Request Deadline	Draft RIR - January 2017 <b>Summit Meeting- early February 2017</b> Final RIR- February 2017 Deadline for delivery to NJDEP - March 1, 2017	HMM Project Management	\$ 3,750	Summit Authorization
						HMM Labor - Office	\$ 10,000	
						HMM Expenses	\$ 500	
						<b>Sub-Total:</b>	<b>\$ 14,250</b>	
Task 9	Office/Deliverable/Meeting	Scope of Work for Remedial Action and RAO	Determine remaining activities to reach RAO for AOCs	Finalize approach for each AOC	Scope of Work - April 2017 <b>Summit Meeting - May 2017</b>	HMM Project Management	\$ 2,500	Task 8 + 9 Sub-Total:
						HMM Labor - Office	\$ 7,500	
						HMM Expenses	\$ 250	
						<b>Sub-Total:</b>	<b>\$ 10,250</b>	
						\$ 24,500		
<b>Sub-Total (Tasks 1-4, 8&amp;9):</b>						<b>\$ 136,250</b>		
<b>Contingency Sub-Total:</b>						<b>\$ 148,050</b>		
<b>Grand Total:</b>						<b>\$ 284,300</b>		

# Memo

**To:** Mayor and Council  
**From:** Marge Gerba  
**Date:** 1/22/16  
**Re:** Non-Fair and Open Professional Services Contract Awards

Pursuant to N.J.S.A. 19:44A-20.5, this memo is to hereby certify that the following Professional Services contracts to be considered at the February 2, 2016 Council Meeting for award under a non-fair and open process each have an anticipated value in excess of \$17,500.00 and therefore the provisions of N.J.S.A. 19:44A-20.4 et seq. (Pay-to-Play) shall apply:

- Licensed Site Remediation Professional, DPW Facility, 41 Chatham Road – Hatch Mott MacDonald – Task 1 Site Investigation Report \$12,250.00 and Task Field Mobilization #1 Soil borings and soil sampling \$48,650.00 – for a total of \$60,900.00

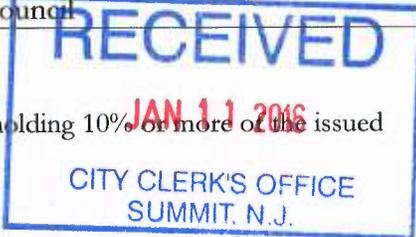
**BUSINESS ENTITY DISCLOSURE CERTIFICATION  
FOR NON-FAIR AND OPEN CONTRACTS  
Required Pursuant To N.J.S.A. 19:44A-20.8  
CITY OF SUMMIT – 2016**

11.B.3.b

**Part I – Vendor Affirmation**

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that *Hatch Mott MacDonald, LLC* has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding ~~January 1, 2015~~ February 2, 2016 to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the **CITY OF SUMMIT** as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

<ul style="list-style-type: none"> <li>Summit Municipal Democratic Committee (Mayor Nora Radest, Council members B. David Naidu, Richard Sun)</li> </ul>	<ul style="list-style-type: none"> <li>Nora Radest for Mayor</li> <li>McTernan for Council</li> <li>New Jersey State Democratic Committee</li> </ul>
<ul style="list-style-type: none"> <li>Summit Republican City Committee (Council members Patrick Hurley, Sandra Lizza, Mike McTernan, Mary Ogden, Robert Rubino)</li> </ul>	<ul style="list-style-type: none"> <li>Naidu for Council</li> <li>Dickson, Smith, Dill and Ogden</li> <li>Rubino for Council</li> <li>Sun for Summit Council</li> </ul>



**Part II – Ownership Disclosure Certification**

I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

- Partnership     
  Corporation     
  Sole Proprietorship     
  Subchapter S Corporation  
 Limited Partnership     
  Limited Liability Company     
  Limited Liability Partnership

Name of Stock or Shareholder	Home Address
<b>PLEASE SEE ATTACHED OWNERSHIP DISCLOSURE STATEMENT</b>	

**Part 3 – Signature and Attestation:**

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: Hatch Mott MacDonald, LLC

Signed: Albert N. Beninato

Title: Executive Vice President

Print Name: Albert N. Beninato

Date: January 7, 2016

Subscribed and sworn before me this 1<sup>st</sup> day of January, 2016.

Karen Marcotullio  
(Affiant)

My Commission expires: October 24, 2020

(Karen Marcotullio, Notary) (Corporate Seal)

**KAREN MARCOTULLIO  
NOTARY PUBLIC OF NEW JERSEY  
My Commission Expires Oct. 24, 2020**

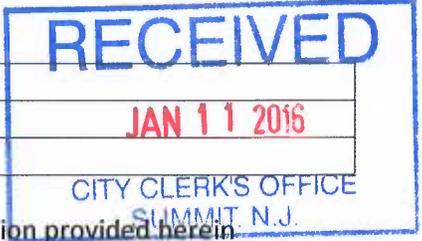
# C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant To N.J.S.A. 19:44A-20.26

**This form or its permitted facsimile must be submitted to the City of Summit  
no later than 10 days prior to the award of the contract.**

**Part I – Vendor Information**

Vendor Name:	Hatch Mott MacDonald, LLC		
Address:	111 Wood Avenue South		
City:	Iselin	State:	NJ
		Zip:	08830



The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

Signature

Albert N. Beninato  
Printed Name

Executive Vice President  
Title

**Part II – Contribution Disclosure**

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided.

Contributor Name	Recipient Name	Date	Dollar Amount
Hatch Mott MacDonald	Bramnick for Assembly	03/02/2015	600.00
Hatch Mott MacDonald	EFO Manny Grova Jr	03/04/2015	240.00
Hatch Mott MacDonald	EFO J Christian Bollwage	03/04/2015	1,250.00
Hatch Mott MacDonald	EFO Frank Cuesta	03/04/2015	1,250.00
Hatch Mott MacDonald	Nancy Munoz for Assembly	04/24/2015	250.00
Hatch Mott MacDonald	EFO Sen. Thomas Kean Jr	06/01/2015	2,100.00
Hatch Mott MacDonald	Bramnick for Assembly	07/01/2015	300.00
Hatch Mott MacDonald	EFO Frank Cuesta	07/13/2015	1,000.00
Hatch Mott MacDonald	EFO Manny Grova Jr.	08/28/2015	210.00
Hatch Mott MacDonald	Holley for Assembly	09/15/2015	500.00
Hatch Mott MacDonald	Nancy Munoz for Assembly	09/15/2015	250.00

Check here if the information is continued on subsequent page(s)

Attachment: Hatch Mott LSRP DPW Facility p2p (3449 : Authorize LSRP Agreement > \$17,500.00 - DPW Facility, 41 Chatham Road - Hatch Mott -

# STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business: Hatch Mott MacDonald, LLC

I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

Partnership

Corporation

Sole Proprietorship

Limited Partnership

Limited Liability Corporation

Limited Liability Partnership

Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders: PLEASE SEE ATTACHED STATEMENT OF OWNERSHIP

Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:



Subscribed and sworn before me this 7<sup>th</sup> day of January 2016.

Karen Marcotullio (Notary Public) *Karen Marcotullio*

My Commission expires: October 24, 2020

*Albert N. Beninato*  
(Affiant)

Albert N. Beninato, P.E. Executive Vice President  
(Print name & title of affiant)

KAREN MARCOTULLIO  
NOTARY PUBLIC OF NEW JERSEY  
My Commission Expires Oct. 24, 2020

**HATCH MOTT MACDONALD LLC**

**STATEMENT OF OWNERSHIP**

Hatch Mott MacDonald LLC, a Delaware limited liability corporation, is a wholly-owned subsidiary of Hatch Mott MacDonald Holdings, Inc., a Delaware corporation, which in turn is a wholly-owned subsidiary of Hatch Mott MacDonald NY, Inc., a New York corporation, which in turn is a wholly-owned subsidiary of Hatch Mott MacDonald Group, Inc., a Delaware corporation. The common stock of Hatch Mott MacDonald Group, Inc. is 39% owned by Hatch Associates, Inc., a Canadian corporation, 39% owned by Mott MacDonald International, Ltd., a corporation of the United Kingdom, and 22% owned by senior executives of the Hatch Mott companies. No natural person has more than a ten percent (10%) ownership interest in Hatch Mott MacDonald Group, Inc. or any of its subsidiary companies.

**HATCH MOTT MACDONALD LLC**

By:   
Albert N. Beninato, P.E.  
Executive Vice President



Attachment: Hatch Mott LSRP DPW Facility p2p (3449 : Authorize LSRP Agreement > \$17,500.00 - DPW Facility, 41 Chatham Road - Hatch Mott -

Certification of Availability of Funds

This is to certify to the Mayor and Common Council of the City of Summit that funds for the following resolution are available:

Resolution Date: February 2, 2016  
Resolution Doc Id: 3449

Vendor: HATCH MOTT MACDONALD  
111 SOUTH WOOD AVENUE  
ISELIN, NJ 08830-4112

Purchase Order Number: 16-00512

Account Number	Amount	Account Description
C-04-30-066-00A-051	\$35,900.00	3066 UST Removal DPW/FireH/TransferSta
C-04-30-084-00A-150	<u>\$25,000.00</u>	3084A DCS UST DPW Yard/41 Chatham Rd
Total	\$60,900.00	

Only amounts for the current Budget Year have been certified.  
Amounts for future years are contingent upon sufficient funds being appropriated.

*Margaret V. Gerba*  
City Treasurer/CFO

Attachment: Certification of Availability of Funds HMM 2016-01-25 (3449) : Authorize LSRP Agreement > \$17,500.00 - DPW Facility, 41 Chatham

Resolution (ID # 3974)  
February 2, 2016

**AUTHORIZE RESIDENTIAL ENERGY AUDIT SERVICES AGREEMENT - CIEL POWER  
LLC**

WHEREAS, the City of Summit has a need to acquire residential energy audit services to identify potential upgrades for homeowners to increase energy efficiency as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the anticipated term of this contract is from the date of the fully executed agreement for a period not to exceed 24 months pursuant to N.J.S.A. 40A:11-15, and

WHEREAS, Ciel Power LLC submitted a response to a Request for Proposals indicating it will provide residential energy audits at a cost of \$49.00 per audit to the homeowner, with no cost to the City, and

WHEREAS, the Director of the Department of Community Services recommends authorizing an agreement with Ciel Power LLC to conduct residential energy audits for homeowners

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

1. That the Mayor and City Clerk are hereby authorized and directed to sign an agreement with Ciel Power LLC, 820 Riverside Avenue, Suite 301, Lyndhurst, NJ 07071, as described herein.
2. That Ciel Power LLC shall comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 (Affirmative Action), N.J.S.A. 52:32-44 (Business Registration), and the City's insurance requirements.

Dated: February 2, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, February 2, 2016.

City Clerk



Department of Community Services (DCS)  
R - Buildings and Grounds

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 02/02/16 07:30 PM

## RESOLUTION (ID # 3974)

DOC ID: 3974

TO: Mayor and Common Council

FROM: Paul Cascais, Director - Department of Community Services

DATE:

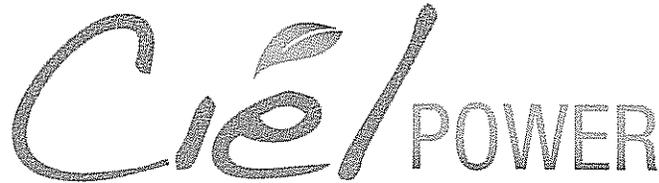
On December 14, 2015 the City of Summit procured proposals for Energy Audit Services. The purpose of the audit services is to identify potential upgrades for homeowners to increase energy efficiency. The proposal seeks services from Business Performance Institute (BPI) accredited auditors that participate in the New Jersey Home Performance with Energy Star Program,

As a background, the City is engaging in a municipal-wide campaign to promote energy efficiency and home energy audits are the first step in reaching energy efficiency goals. The Request for Proposals (RFP) detailed the scope of work, requested qualifications and mandated specific insurance and indemnification requirements.

One provider responded to the RFP, Ceil Power, LLC, 820 Riverside Ave. Lyndhurst, NJ. 07071, offering a \$49.00 fee to perform residential energy audit to residents of Summit.

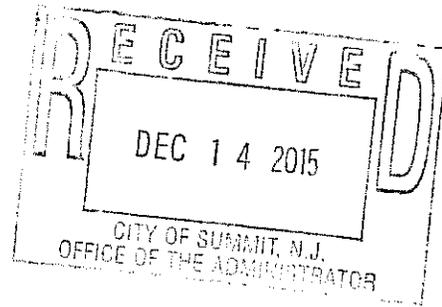
Attached please find a copy of a memo drafted by Beth Lovejoy, Chairperson, Summit Environmental Commission recommending the award of a contract to Ciel Power LLC. for the aforementioned energy audit service. Chairperson Lovejoy's memo outlines points to consider with the program, and municipal references that have experience with the services provided by Ceil Power, LLC, and have implemented similar programs.

I am recommending council pass a resolution authorizing the award of a contract to Ceil Power, LLC to provide energy audits subject to the conditions set forth in the RFP.



Ciel Power LLC  
820 Riverside Avenue Suite 301  
Lyndhurst, NJ 07071

Mr. Michael F. Rogers  
City Administrator  
City of Summit  
512 Springfield Ave  
Summit, NJ 07901



December 1<sup>st</sup> 2015

Dear Mr. Rogers,

We are very pleased to submit this Request for Proposal seeking Energy Audit Services. Ciel Power LLC has been a participating provider of New Jersey's Home Performance with Energy Star program since June 2011.

We are passionate about helping homeowners save energy. We produce best-in-class reports and proposals that are intelligent, comprehensive, but more importantly, easy to understand. Our goal is to help homeowners see what their options are so that they can make the best decisions for their homes and families.

We directly deliver the home energy improvements that we recommend. We wanted to be more than an auditing company who would have to hire quality contractors. When a homeowner selects Ciel Power, they can expect employees in their homes who we have trained and who are accountable to us on a daily basis. Ciel Power Installers adhere to BPI Standards and utilize the highest quality materials on the market.

Thank you for the opportunity to tell you about our company and how we may serve the residents of your community. We wish you the best of luck as you evaluate the proposals and make your decision.

Sincerely,

Scott Fischer

### **Ciel Power LLC Background:**

- Ciel Power LLC is a Building Performance Institute Accredited Contractor, a New Jersey Home Performance with Energy Star Accredited Contractor, and a Registered New Jersey State Home Improvement Contractor (NJHIC# 13VH06170900).
- Ciel Power LLC maintains liability insurance of \$1,000,000 per occurrence, and workers compensation insurance totaling \$500,000.
- Ciel Power LLC currently employs three full-time Building Performance Institute Certified Professional Energy Auditors currently performing up to twenty Residential Home Energy Audits per week throughout Central and Northern New Jersey. Ciel Power Auditors adhere to the highest standards including a written Code of Conduct, dress code, and maintain a professional demeanor at all times. Our staff of professional auditors is supplemented with skilled administrative staff who assist auditors in processing audit data. If necessary, Ciel Power has the facilities and resources necessary to increase the size of our auditing staff to accommodate the demand of Summit residents.
- Ciel Power LLC maintains an installation division focused on delivering the highest standard of energy-efficient retrofits to our customers. Ciel Power Installers adhere to BPI Standards and utilize the highest quality materials on the market including Green Fiber Cel-Pak Cellulose Insulation, Dow Thermax Wall Sheathing, Q-Lon Weatherstripping, OSI Sealants, and Touch N' Seal Closed Cell Spray Foam Insulation.
- Our installation division is comprised of several crews. Each of these crews are capable of completing a typical NJHPwES Installation in three to five days.
- At current capacity we are capable of completing twelve to fifteen installations per month.

**Auditing Experience:**

Ciel Power LLC has been a NJHPwES Accredited Contractor since June of 2011. Since becoming a NJHPwES contractor we have performed more than one thousand NJHPwES Residential Energy Audits.

Ciel Power only hires auditors with previous experience, as such the combined experience of our auditing staff comprises thousands of residential energy audits.

**Similar Projects:**

Our firm has acted in a similar capacity for a number of municipal programs:

- "It's In Our Power" Highland Park, Home Energy Assessment Campaign, Highland Park NJ
- "Greenable Woodbridge" Home Energy Assessment Campaign, Woodbridge NJ
- Sustainable Princeton's "EnergySmart Homes" Campaign, Princeton NJ
- Glen Rock Environmental Commission's "Energy Smart Rock Homes" Home Energy Assessment Campaign, Glen Rock NJ
- Township of Millburn/Short Hills Home Energy Assessment Campaign, Millburn NJ

**Municipal References:**

1. Matthew Kaplan – Borough of Highland Park Energy Coordinator  
Highland Park, NJ (732) 841-4448 [mkaplan@hpboro.com](mailto:mkaplan@hpboro.com)
2. Alexander McDonald – Assistant Business Administrator  
Township of Millburn, NJ (973) 564-7072 [amcdonald@millburntwp.org](mailto:amcdonald@millburntwp.org)
3. Caroline Ehrlich – Chief of Staff  
Woodbridge Twsp, NJ (732) 602-6015  
[caroline.ehrlich@twsp.woodbridge.nj.us](mailto:caroline.ehrlich@twsp.woodbridge.nj.us)
4. Paul Sharar – Glen Rock Environmental Co-Chair  
Glen Rock, NJ 201-445-8309 [psharar@aol.com](mailto:psharar@aol.com)
5. Diane Landis – Sustainable Princeton Executive Director  
Princeton, NJ 609-454-4757 [dlandis@princetonnj.gov](mailto:dlandis@princetonnj.gov)

Ciel Power LLC has also participated in numerous grass-roots initiatives to increase efficiency awareness. Ciel Power has attended events hosted by "Green Nutley", the Morris County Parks Commission, the Greater Newark Conservatory, the Norwood Environmental Commission, the Ridgewood Environmental Advisory Counsel, and the Essex County Environmental Center.

### Proposed Work Scope:

Ciel Power LLC is currently well-prepared to address the Residential Energy Audit needs of Summit residents. Summit residents can elect to schedule Home Energy Assessments using our sophisticated on-line scheduling system or by calling us directly. Ciel Power can also perform on-site scheduling at local Summit events

- Residential Energy Audits will be performed by our team of trained auditors. All Residential Energy Audits will be performed to BPI Standards including CO monitoring & testing, gas leak detection, interior & exterior visual inspections, blower door testing, and visual mold & asbestos checks.
- Ciel Power LLC will be responsible for entering customer audit data into Real Home Analyzer and creating a prioritized list of recommendations that will maximize the efficiency of the home along with available incentives and financing options through the New Jersey Home Performance with Energy Star (NJHPwES) Program.
- In addition to the reports provided by Real Home Analyzer (NJHPwES), Ciel Power LLC will also provide customers with a colorful, simple, easy-to-understand customized report designed to highlight their current energy consumption, outline issues currently affecting their home, and project future energy savings available by installing a variety of efficiency measures.
- Residential retrofits will be installed to BPI and NJHPwES standards.
- Ciel Power LLC will provide marketing support for this initiative including those outlined in the Summit Home Energy Audit Services RFP.
- Ciel Power will provide a dedicated landing page for Summit Residents on our website, participation in local events, social media promotion & advertising, co-branded marketing material, and will sponsor mailings and additional promotion to support this initiative. Ciel Power intends to pursue a variety of effective marketing channels to ensure a successful campaign.
- Ciel Power LLC will provide Summit Program Representatives with ongoing updates related to audits performed, conversion rates, marketing initiatives, and other related material information.

**Proposed Schedule for Work Performance:**

Ciel Power LLC can readily perform the expected volume of 150 audits using existing resources. In our experience similar programs have produced "bursts" of audits based on media press releases, promotional events, and word of mouth. We would expect, on average, Summit Residents can expect a two to six week turnaround time from the time a resident schedules an audit to the time the audit is performed.

Ciel Power makes every effort to ensure that customers receive their audit report within one week of their audit. Typically this report is delivered during a follow-up consultation, during which a Ciel Power representative will explain the results of the audit, recommend improvements, and schedule a time for these improvements to be installed should the customer wish to implement the recommendations presented by our firm.

Installations are typically completed within six to ten weeks of contract signing date. Ciel Power Representatives process the paperwork necessary for participation in the NJHPwES Program and deliver this paperwork to the customer signature-ready.

**Pricing:**

We would be pleased to extend Home Energy Audits to residents of Summit at a rate of \$49.

**Staffing Plan:**

Ciel Power LLC maintains a staff of four W-2 Auditors. We believe this staffing level to be sufficient to satisfy the demands of Summit residents. If necessary we will expand our staff to accommodate demand. Below is a brief biography of each member of our management and auditing staff:

Scott Fischer / Ciel Power Energy Auditor & Co-Founder

Scott possesses BPI Building Analyst and Building Envelope certifications. Scott has extensive experience with the NJHPwES Program including a working knowledge of Real Home Analyzer, Energy Finance Solutions, and extensive knowledge of NJHPwES qualifying measures.

John Sladky / Ciel Power Auditor

John possesses both BPI Building Analyst & Building Envelope Designations. John has performed hundreds of Home Energy Audits during his career in the Home Performance Industry. John has extensive working knowledge of the NJHPwES Program.

**Staffing Plan (cont')**

Natalie Tocci / Ciel Power Home Performance Consultant

Natalie serves as a Home Performance Consultant with Ciel Power. Natalie works with customers to help them understand the results of Home Energy Assessments. Natalie has been an employee of Ciel Power since 2011 and has managed similar campaigns in Woodbridge and Watchung, New Jersey.

Andre Hunt / Ciel Power Field Operations Manager

Andre oversees our customer installations to ensure our services meet the customer's expectations. Andre possesses both BPI Building Analyst Professional and BPI Building Envelope Professional Designations.

Kevin Esposito / Ciel Power NJHPwES Program Administrator

Kevin has an engineering degree from New Jersey Institute of Technology along with BPI's Building Analyst and Building Envelope certifications. Kevin coordinates audits, enters audit data, prepares customer reports and manages projects submitted to the New Jersey Home Performance with Energy Star program to ensure an exceptional customer experience.

**Disclosure of any potential conflicts of interest:**

Ciel Power LLC has no known affiliations with the City of Summit and is unaware of any potential conflicts of interest.

**Customer References:**

1. David Beardsley – Highland Park, NJ 732-846-7531
2. Carol Turner – Highland Park, NJ 732-317-1965
3. Tatiana Ermolaev – Princeton, NJ 609-751-8667
4. Caroline Hancock – Princeton, NJ 609-240-2425
5. Lois Sancho-Khan – Fords, NJ 732-512-0288
6. Samir Shah – Iselin, NJ 201-936-9181
7. Nel Kerlen – Glen Rock, NJ 201-447-2666
8. William Husking – Glen Rock, NJ 201-493-1465

**NJHPwES Contractor Participation Agreement: (see attached)**

**Summary of anticipated problems:**

- Scheduling

Often a homeowner can't be home during regular business hours for a home energy audit. For that reason we have built in flexibility in our schedules. We conduct energy audits in the evening as well as on weekends as necessary.

- Rescheduling

Our policy is to always confirm an audit the day before and the morning of the appointment. Sometimes homeowners forget or something else comes up and that way we can avoid any embarrassment or miscommunication.

- Privacy

Occasionally a homeowner has a room they would rather we did not enter, perhaps because it is messy or someone is home and should not be disturbed. We do our best to include that area in our assessment nevertheless. As long as we know how the room is being used and if it has had any changes since the house was built, we can make an informed assessment and recommendation for the space.

- Mistrust

Many homeowners are concerned that since we are conducting the audit, they are compelled to hire only us if they want to make changes. We explain that they "own" the audit and the information is available to any BPI Certified contractor who participates in the program.

### Description of Home Energy Audit Program with Ciel Power, LLC

The City of Summit recently issued an RFP to find a contractor to perform home energy audits at a reduced cost. NJ BPU sponsors the Home Performance with Energy Star (HPwES) Program, which offers rebates and incentives to homeowners for energy-saving changes performed by certified contractors.

The list of certified contractors is long and many typically charge \$250-400 to perform a home energy audit. In order to help homeowners find a qualified certified contractor and receive a significant discount on the audit cost, Sustainable Jersey developed a template RFP for municipalities to use. After consulting with other municipalities which have proceeded in this fashion, Summit issued an RFP in November asking for BPU-certified contractors to submit proposals.

One provider, Ciel Power, LLC (Ciel), responded to the RFP, offering to perform audits for \$49 per home.

City Administrator Michael Rogers and Summit Environmental Commission (EC) members have reviewed the proposal and found it acceptable, and are therefore recommending moving forward with a contract.

Points to consider:

- After the contract is signed, Ciel and the City work together to publicize the program. Ciel puts together and pays for a city-wide mailing which typically includes a letter from the mayor introducing the program and information about Ciel. Ciel representatives are also available for community meetings, and to answer any questions from individual homeowners.
- The program is completely voluntary and individual homeowners work directly with Ciel to schedule and perform the audit, and a follow-up meeting. The City is not involved beyond the initial mailing and occasional publicity.
- There is no obligation for homeowners to use Ciel to do any recommended work (which usually includes adding insulation and sealing leaks, among other things).
- Ciel gives each homeowner a detailed report which homeowners keep. If homeowners choose to use any BPU HPwES-certified contractor, they may be eligible for rebates and interest-free financing, the amount of which would depend on the projected energy savings.

Ciel has acted in a similar capacity for Highland Park, Woodbridge, Princeton, Glen Rock and Millburn, and provided references in its proposal. Beth Lovejoy, Chairperson of the EC, has spoken with municipal officials in Woodbridge, Highland Park and Millburn, all of whom recommend both the program in general and Ciel. Beth also spoke to customers in Princeton and Glen Rock, who had both audits and recommended work done, and they were enthusiastic about Ciel and the energy-saving results as well.

Please call or email Beth Lovejoy (beth.t.lovejoy@gmail.com; 908-277-3074) if you have any additional questions. You can also contact Ciel representative Natalie Tocci, at ntocci@cielpower.com or 201-632-3463.

Resolution (ID # 3991)  
February 2, 2016

**APPOINT NAMING & SPONSORSHIP COMMITTEE MEMBER, SUMMIT  
REPRESENTATIVES TO UNION COUNTY TRANSPORTATION ADVISORY BOARD AND  
AFFORDABLE HOUSING COMMITTEE (PENDING CLOSED SESSION DISCUSSION)**

Pending Closed Session Discussion.

Resolution (ID # 3936)  
February 2, 2016

**GRANT PERMISSION AND SET FORTH CONDITIONS – DEPARTMENT OF COMMUNITY PROGRAMS - ICE SKATING EVENT**

WHEREAS, upon review of the application, the Property Use Committee recommends its approval.

WHEREAS, in addition to meeting all the conditions of Section 12-1, Rules and Regulations For Use of Public Property of the Code, this event requires additional permissions as follows:

**Event: Ice Skating Event with Bon Fire and Related Activities, Saturday, February 6, 2016 – Village Green – Elm Street and Portion of Maple Street (8:00 a.m. – 10:00 p.m. (No Rain Date)**

Permission:

1. Temporary installation of a synthetic ice skating rink on Elm Street, as well as the conduct of related activities on the Village Green is hereby authorized.
2. Setup of a bonfire on the Village Green is hereby authorized, subject to the approval of the Fire Inspector.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the aforementioned event and related activities be and they are hereby approved subject to the conditions set forth herein.

Conditions:

1. Elm Street shall be closed beginning from Broad Street to the Elm Street parking lot entrance.
2. Proper installation of the synthetic ice skating rink shall be coordinated and supervised by the DCP Director or her designee(s).
3. All landscape areas to be protected by fence barriers where appropriate.
4. At least one week prior to the event date, a request shall be submitted to the Parking Services Manager for the number of barricades needed for the event.
5. That any use of tents, propane or open flame apparatus, the DCP Director, shall, at least two weeks in advance of the event, advise the Fire Department and obtain any required permits for same and the applicant shall coordinate any required fire inspections with the Fire Department, which shall be subject to the approval of the Fire Inspector.
6. At least two weeks in advance, DCP shall be responsible for ensuring that food vendors obtain all required permits and approvals from the Board of Health and the Fire Department.

7. That whenever peddlers are included in any of the aforementioned events, that those holding valid peddler's licenses from the City of Summit shall be given the right of first refusal to peddle at said events.
8. That Property Restoration escrow deposits be and they are hereby waived.
9. That for safety and security at the event, the DCP Director shall coordinate with the Police Department, at least two weeks in advance, for off-duty police coverage, which shall be subject to the approval of the Chief of Police.
10. That for all events requiring assistance from the Division of Public Works for maintenance and clean-up services, the DCP Director, on behalf of the organization, shall coordinate same with the Public Works Manager at least two weeks in advance.
11. DCP shall coordinate the use of trash and recycling bins with the Division of Public Works.
12. Permission for the event and related activities is subject to receiving the insurance certificate and Hold Harmless Agreement from the ice skating rink vendor.
13. Emergency contact information for the ice skating rink vendor and DCP staff members who will be present at the event shall be submitted to the City Clerk's Office and the Chief of Police.
14. A copy of this resolution shall be provided to the members of the Property Use Committee and the Joint Dispatch.

Dated: February 2, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening February 2, 2016.

City Clerk

**CITY OF SUMMIT**

512 Springfield Avenue  
Summit, N. J. 07901-2667  
908-273-6400  
FAX 908-273-2977

REQUEST FOR USE OF PUBLIC PROPERTY

*(This application must be submitted at least three (3) months in advance of event.)*

Name of Applicant: Summit Department of Community Programs

Address: 100 Morris Avenue Summit, NJ 07901

Person in Charge of Event: David Guida

Phones H: 908 2772932 Cell: 908 4774438 B:

Fax: Email: dguida jr @ cityofsummit.org  
jlojeps @ cityofsummit.org

Property to be Used:

Summit Village Green  
Portion on Maple St. side closest to Elm street  
& Elm street (shut down Elm St parking)

**Detailed Description of Planned Use of Property:** tables, bandstand, demonstration, etc.  
(Provide a detailed description in your cover letter.)

*Note: City Ordinance prohibits alcoholic beverage consumption on public property.  
If a large group of people is anticipated, you may be responsible for garbage consolidation to one area and removal.*

Open Recreational Skating on Synthetic Ice  
Synthetic Ice Skating Rink to be placed on  
Elm street. Music to be played.

- 2 Bon fires on Village Green & Seating Area
- Food Trucks and other vendors/ sponsors to set
- up tents (10x10 popups) and tables on
- small area of Village Green.

Estimated Attendance: 300-500 Day/Date/Hours of Event: Saturday, February 6<sup>th</sup>  
Event Time: 12 noon-6pm  
Setup/Cleanup: 8am-8pm

Check boxes below which apply to your Event (See attached ordinance for applicable sections.):

Peddlers to be used for event (food vendors, ice cream truck, etc.) (See Section 12-1.2 (b.)(2) & (2)(b) of ordinance.)

Note: If non-Summit licensed peddler(s) is(are) to be used, NJ Sales Tax Certificate of Authority must be secured from peddler(s) and peddler(s) must comply with all Board of Health requirements, including payment of \$25 fee to same. Please ask the City Clerk's office for the most current list of licensed food vendors, regarding right of first refusal.

Streets to be closed - which street(s)? If closing is for a walk or race, provide 12 copies of map of route(s). (See Section 12-1.2 (b.)(4) of ordinance - written approval to be provided for each event) Note: Street closing requires formal Council action at a regular meeting. See attached Property Use Application Deadlines.

Elm Street

- Banners to be displayed. (See Section 12-1.2 (b.)(5) of ordinance - written approval from the Department of Community Services to be provided for each event/location.) (provide as an attachment - size/dimensions and proposed wording of banner)
- Sound amplification to be used, e.g. D.J., loudspeakers, Showmobile, radio, band, and estimated decibel level \_\_\_\_\_. (See Section 12-1.2 (b.)(6) of ordinance.)

ENCLOSURES: Property Use Ordinance

Hold Harmless Clause

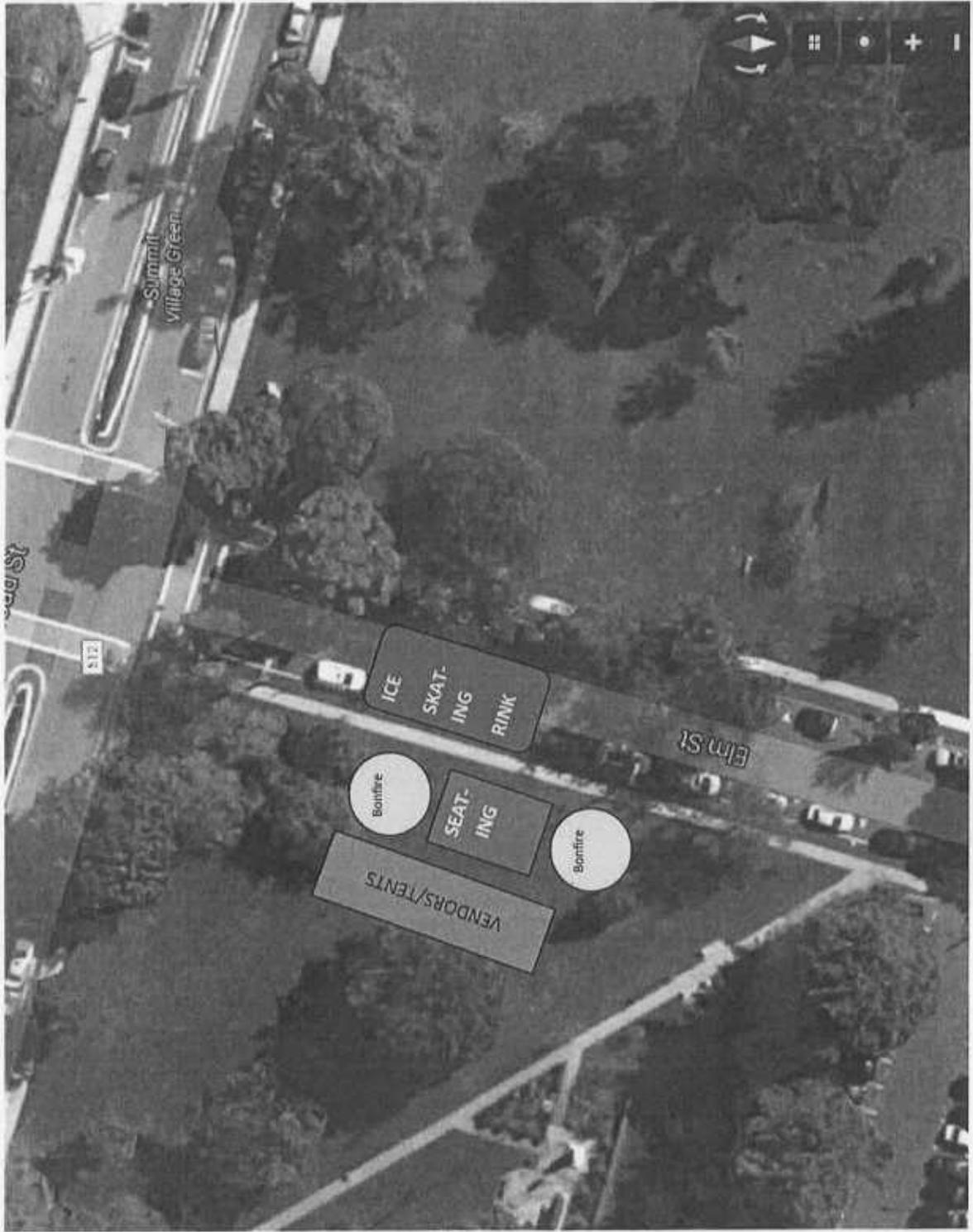
\*\*List of most current licensed Summit peddlers (when food is being sold)

Send application and pertinent documents to: City Clerk's Office, City Hall  
512 Springfield Avenue  
Summit, NJ 07901-2667

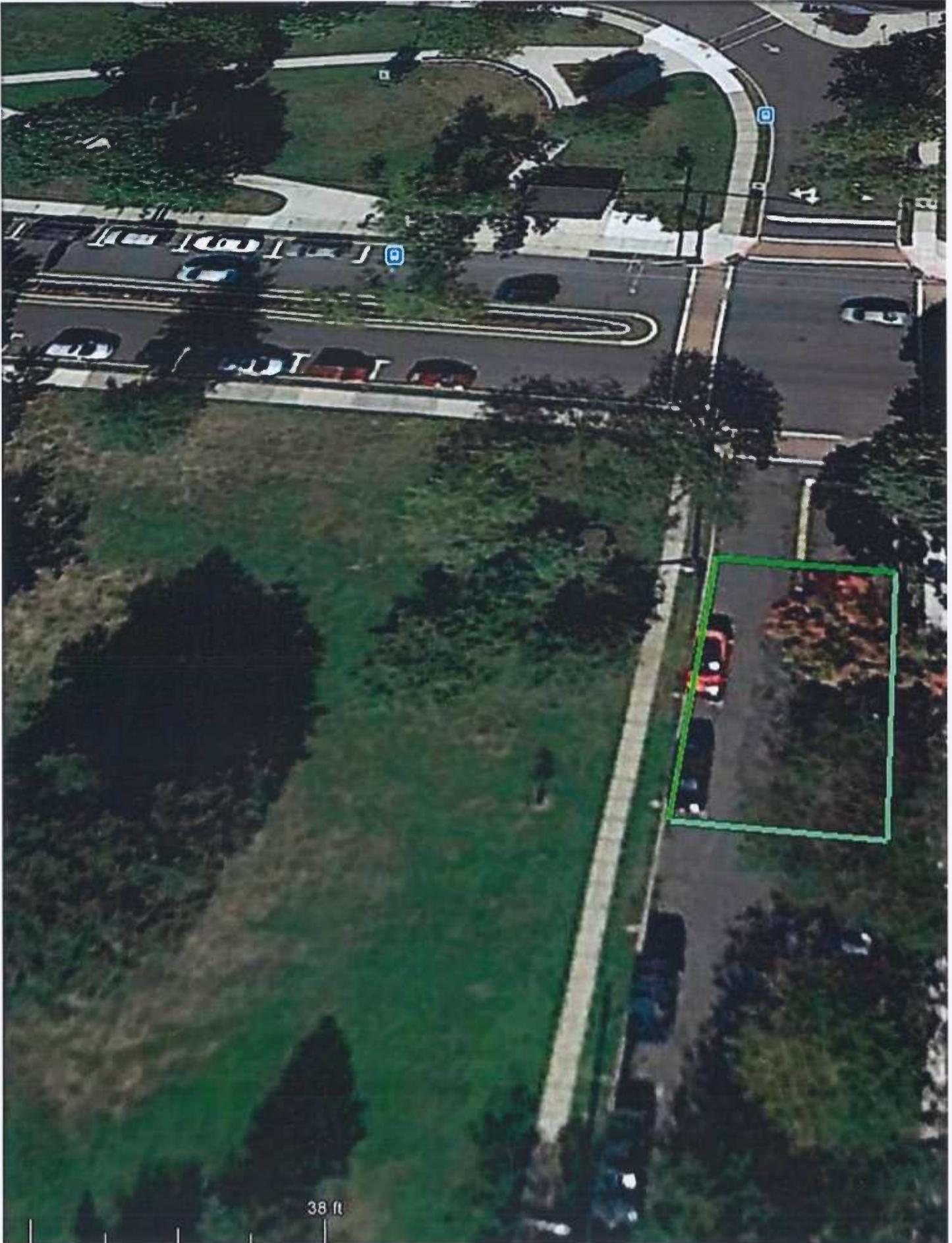
\*\* (due to periodic changes in list please contact the City Clerk's Office for the most current list)

In many cases a meeting of the Property Use Committee will be necessary. Therefore, please have all possible issues and questions answered and information supplied with the application. Otherwise a particular department may wish to delay the Committee meeting until specific information is received. You are encouraged to call the departments to determine what they will require in order to approve your application.

- City Clerk’s Office (908) 273-6400
- Department of Community Services (908) 273-6404
- Police Department (908) 273-0051
- Fire Department (908) 277-1033
- Health Department (when food is involved) (908) 277-6464
- Parking Services Agency (908) 522-5100
- Department of Community Programs (908) 277-2932  
(formerly Recreation Department as referenced in the attached ordinance) – apply directly to Dept. of Community Programs for use of Showmobile.



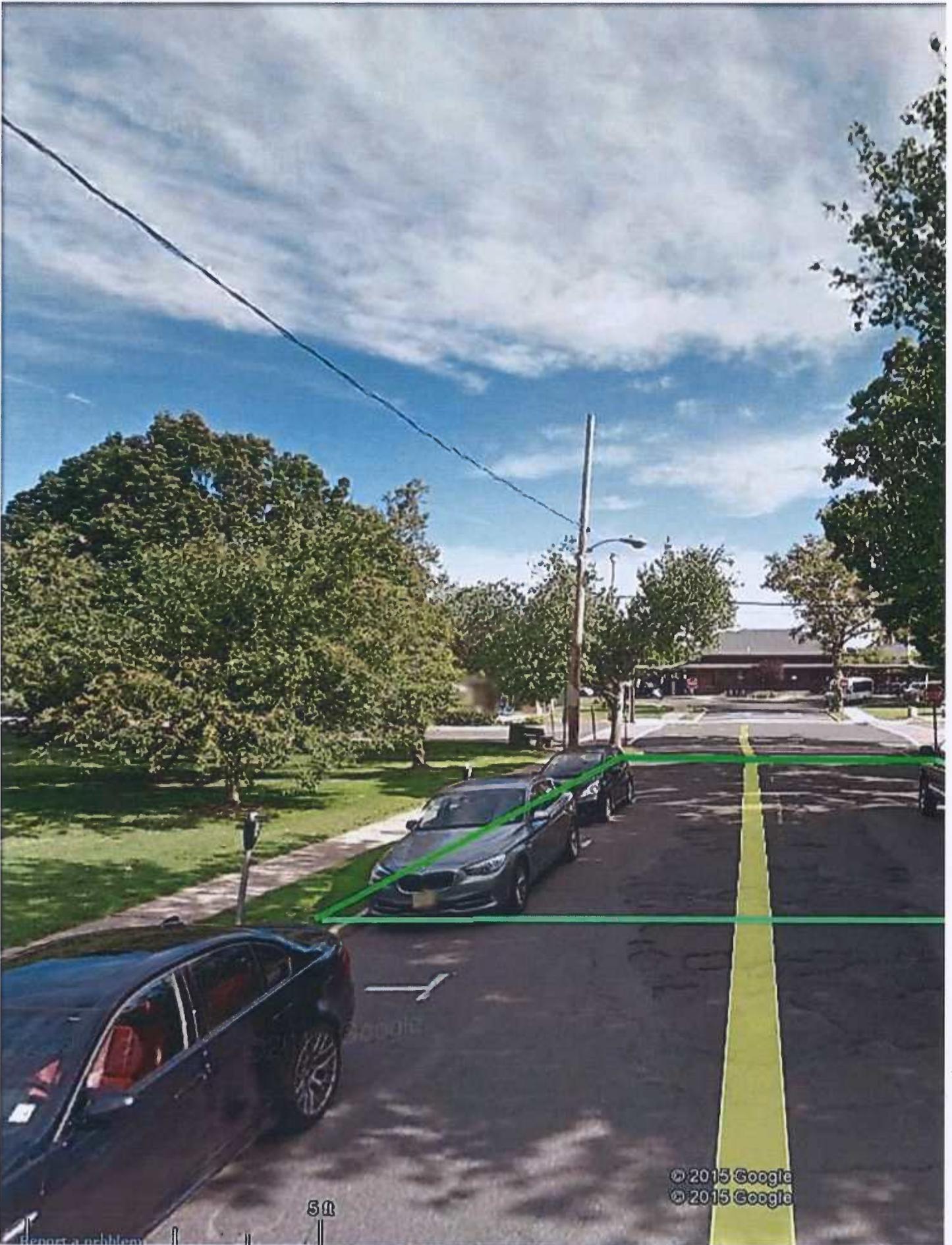
Attachment: Property Use Application - Ice Skating Event (3936 : Grant Permission and Set Forth Conditions – Ice Skating Event)



Attachment: Property Use Application - Ice Skating Event (3936 : Grant Permission and Set Forth Conditions - Ice Skating Event)



Attachment: Property Use Application - Ice Skating Event (3936 : Grant Permission and Set Forth Conditions - Ice Skating Event)



Attachment: Property Use Application - Ice Skating Event (3936 : Grant Permission and Set Forth Conditions - Ice Skating Event)

## Doug Ewalt

Business Development

Fantasy World Entertainment

Amusement Rentals-Parties, Picnics & Promotions

800-757-6332, m- 410-919-7588, [doug@fwworld.com](mailto:doug@fwworld.com)

[www.fwworld.com](http://www.fwworld.com)

Members: ISES, NACA, APCA, IFEA



Resolution (ID # 3975)  
February 2, 2016

**AUTHORIZE ATTENDANCE - FIRE DEPARTMENT - TEEEX INCIDENT MANAGEMENT  
TRAINING**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That Deputy Chief Donald Nelson, Battalion Chief Paul Imbimbo, Battalion Chief, David Guida and Lieutenant Kenneth Jenks are hereby authorized to attend TEEEX Incident Management training course entitled *Jurisdictional Crisis Management – Command Post* from February 22-26, 2016 in College Station, Texas.

FURTHER RESOLVED that an itemized listing of expenses be submitted to the City Treasurer following the close of the conference.

Dated: February 2, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, February 2, 2016.

City Clerk



**CITY OF SUMMIT  
FIRE DEPARTMENT**

**MEMO**

**TO:** MEMBERS OF THE PUBLIC SAFETY COMMITTEE  
COUNCILMAN HURLEY  
COUNCILWOMAN OGDEN  
MAYOR RADEST

**FROM:** CHIEF EVERS

**RE:** RESOLUTION AUTHORIZING ATTENDANCE AT TEEX INCIDENT  
MANAGEMENT TRAINING

**DATE:** JANUARY 11, 2016

**COPY:** MIKE ROGERS, CITY ADMINISTRATOR  
MARGE GERBA, CITY TREASURER  
ROSEMARY LICATESE, CITY CLERK

A resolution is requested at the February 2, 2016 meeting of Common Council authorizing the attendance at the National Emergency Response Training Center in College Station Texas. This training is being sponsored by NJ Transit Police-Office of Emergency Management in preparation for the PGA Golf Championship being held at Baltusrol Golf Club in July, 2016.

Deputy Chief Nelson, Battalion Chief Imbimbo, Battalion Chief Guida, and Lieutenant Jenks have been selected to attend “*Jurisdictional Crisis Incident Management – Command post*” to be held on February 22-26, 2016. There is no cost for the training program, lodging, or travel.

I respectfully request your authorization of this resolution.

Thank you for considering this matter.

Attachment: Fire Memo (3975 : Authorize Attendance - TEEX Incident Management Training)

Resolution (ID # 3937)  
February 2, 2016

**AUTHORIZE REFUNDS - DEPARTMENT OF COMMUNITY PROGRAMS**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the proper officers of the City be and they are hereby authorized and directed to draw check(s) in the amount(s) indicated below for the payment(s) of refund associated with recreation program fees associated with the Department of Community Programs:

Name/Address	Program	Refund Amount
Danielle Mirliss 18 Crescent Avenue Summit, NJ 07901	Racing Game Design	\$155.00
Rachel Pell 8 Ridgedale Avenue Summit, NJ 07901	Karate	\$130.00
Christopher Zotti 95 Ashwood Avenue Summit, NJ 07901	Holiday Camp	\$65.00
Ariele Sullivan 12 Passaic Avenue Summit, NJ 07901	Art & Story Time	\$445.00
Marc Grainger 8 Pembroke Road Summit, NJ 07901	Basketball	\$105.00
Allison Kaspersetz 106 Tulip Street Summit, NJ 07901	Karate	\$130.00
Bettina Hernandez 7 Dorset Lane Summit, NJ 07901	Karate	\$130.00
Hannah Payne 23 Laurel Avenue Summit, NJ 07901	Lego Robotics	\$155.00
Lynn Williams 411 Woodmont Circle Easton, PA 18045	Dance & Mini Yoga	\$130.00

Dated: February 2, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, February 2, 2016.

City Clerk

Resolution (ID # 3961)  
February 2, 2016

**AUTHORIZE PARKING REFUNDS - SUMMIT SMARTCARD, PREPAID PARKING, AND  
OVERNIGHT PARKING PERMITS**

WHEREAS, Summit SmartCards, which have been previously purchased from the City through the Parking Utility Account, have been returned because of a lack of need for the cards or due to a malfunction of said cards, and

WHEREAS, individuals who have purchased prepaid parking and no longer require parking in Summit, and

WHEREAS, individuals who have purchased overnight parking permits that have moved or acquired other off-street parking and no longer require such permit.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the City Treasurer be and is hereby authorized to issue checks to reimburse Summit SmartCard and prepaid parking and users of overnight permits in the amount(s) on the attached list.

Dated: February 2, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, February 2, 2016.

City Clerk

SUMMIT SMARTCARD, PREPAID PARKING, AND OVERNIGHT PARKING PERMITS REFUNDS  
 COUNCIL MEETING DATE: February 2, 2016

NAME	ADDRESS	TYPE	REASON	REFUND AMOUNT
Steven Heller	721 Fifth Ave, Apt. 30F, New York, NY 10022	SmartCard #02231	No longer need	\$35.25
Pamela Hayes	49 Hobart Ave., Summit, NJ 07901	DeForest lot pay station #4 jam	Change due	\$2.00
				\$37.25

Attachment: Refunds February 2, 2016 (3961 : Authorize Parking Refunds - Summit SmartCard, Prepaid

**AUTHORIZE REFUND OVERPAYMENT OF 2015 TAXES AND CANCEL TAXES**

WHEREAS, the Collector of Taxes has received a County Board Judgment adjusting the added assessments on the following properties for 2015.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT;

That the proper City officers be and they are hereby authorized and directed to issue a check(s) as follows:

<b>Block</b>	<b>Lot</b>	<b>Name</b>	<b>Amount</b>
1103	3	Lowman, Jeffrey & Lee Anne 138 Woodland Ave.  2015 Original Assessment: 98,900 prorated for 12 mos. Per Tax Court, Assm't: 49,100 prorated for 12 mos. <b>Subtotal</b>  2015 prior yr. omitted Original Assessment: 74,175 prorated for 9 mos. Per Tax Court, Assessment: 36,825 prorated for 9 mos. <b>Subtotal</b>  <b>Additional to be Refunded</b>  Check Payable and Mail to:  Jeffrey & Lee Anne Lowman 138 Woodland Ave Summit NJ 07901  Cancel 2016 preliminary taxes 1 <sup>st</sup> and 2 <sup>nd</sup> Qtrs.	\$4,170.62 <u>2,070.55</u> \$2,100.07  \$3,047.11 <u>1,512.78</u> \$1,534.34  \$3,634.41        \$1,050.03
5106	6	Cornforth, Jay & Jennifer 256 Oak Ridge Ave.  2015 Original Assessment: 165,025 prorated for 3 mos. Per Tax Court, Assessment: 154,375 prorated for 3 mos.	\$6,959.11 <u>6,510.00</u>

	<b>Additional to be Refunded</b>	\$449.11
	Check Payable and Mail to:  Jay & Jennifer Cornforth 256 Oak Ridge Ave Summit NJ 07901	
	Cancel Adjusted 2016 preliminary taxes 1 <sup>st</sup> and 2 <sup>nd</sup> Qtrs.	\$898.22

Dated: February 2, 2016

I, Rosalia M. Licatase Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, February 2, 2016.

City Clerk

Resolution (ID # 3972)  
February 2, 2016

**AUTHORIZE PAYMENT OF BILLS - \$1,442,695.11**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the proper officers of the City be and they are hereby authorized and directed to draw checks for a total of **\$1,442,695.11** for the payment of the itemized bills listed on the following Schedule "A" which have been approved by several committees and the President of the Common Council and which are made a part of the minutes of this meeting.

Dated: February 2, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, February 2, 2016.

City Clerk



Finance and Personnel Committee  
CA - Finance/Personnel

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 02/02/16 07:30 PM

**RESOLUTION (ID # 3972)**

DOC ID: 3972 A

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TO: Mayor and Common Council

FROM: Marge Gerba, City Treasurer

DATE: January 13, 2016

Authorize Payment of Bills - \$1,442,695.11

# BILL LIST

## REGULAR MEETING

FEBRUARY 2<sup>ND</sup> 2016

Rcvd Batch Id Range: First to Last Rcvd Date Start: 0 End: 01/22/16 Report Format: Condensed

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
01/22/16	CAPITAL	14-04978	CORNOG FIELD HOUSE PROF'L SRVS	POTTERAR POTTER ARCHITECTS LLC	19,042.00	
01/22/16	CAPITAL	15-00590	MEMORIAL FLD/CULVERT IMPROVES	ROHELCC ROCHELLE CONTRACTING CO INC	94,232.90	
01/22/16	CAPITAL	15-00936	TRANSFER STATION UST REMOVALS	HATCHMOT HATCH MOTT MACDONALD	3,060.43	
01/22/16	CAPITAL	15-01928	LIBRARY HVAC SYSTEM BLANKET	ENLME005 ENL MECHANICAL INCORPORATED	66,297.00	
01/22/16	CAPITAL	15-02100	TRANSFER STATION SLAB PROJECT	HATCHMOT HATCH MOTT MACDONALD	1,369.89	
01/22/16	CAPITAL	15-02729	HOSPITAL ROADS ACCESS PROJECT	CIFELL50 CIFELLI & SON GENERAL CONTRACT	140,265.44	
01/22/16	CAPITAL	15-03177	DPW 2015 FORD DUMP TRUCK /PLOW	BEYERFRD BEYER FORD	52,653.50	
01/22/16	CAPITAL	15-04079	SCHOOL ZONE STRIPING PED SAFTY	STATEW75 STATEWIDE STRIPING CORPORATION	5,802.00	
01/22/16	CAPITAL	15-04186	REIMBURSE DAMAGED DOG FENCE	MCTERN50 MCTERNAN, MICHAEL & JULIE	180.78	
01/22/16	CAPITAL	15-04372	INVEST FIELD SOCCER GOALS/NETS	SPORTS75 SPORTSFIELD SPECIALTIES, INC.	51,884.00	
01/22/16	CAPITAL	15-04489	New Equipment	WILFRE50 WILFRED MACDONALD, INC.	5,611.00	
01/22/16	CAPITAL	15-04510	DOWNTOWN ROAD IMPROVEMENT	HARRINGT HARRINGTON CONSTRUCTION CO INC	7,912.30	
01/22/16	CAPITAL	15-04511	LANDSCAPING ON 2015 ROAD PROJ	ADAMSC50 ADAM SCHEPPE LANDSCAPING	1,650.00	
01/22/16	CAPITAL	15-04513	MISC PRINTING ON ROAD PROJECTS	ACEREP50 ACE REPROGRAPHIC SERVICE, INC.	847.36	
01/22/16	CAPITAL	15-04515	SURVEYING WORK - DOWNTOWN PROJ	HATCHMOT HATCH MOTT MACDONALD	685.00	
01/22/16	CAPITAL	15-04556	OFF-DUTY ON DRAWING PROJECT	UNIONC57 UNION COUNTY SHERIFF'S OFFICE	720.00	
01/22/16	CAPITAL	15-04557	REIMBURSEMENT SPRINKLER REPAIR	OCONNOJE O'CONNOR, JEFF	141.24	
01/22/16	CAPITAL	15-04629	OFF-DUTY PASSAIC/SPRINGFIELD	UNIONC57 UNION COUNTY SHERIFF'S OFFICE	480.00	
01/22/16	CAPITAL	16-00054	computer hardware	CDW-GO50 CDW-GOVERNMENT, INC.	1,800.19	
01/22/16	CAPITAL	16-00055	HP Z230 workstation	COREBTSI CORE BTS INC	3,465.32	
01/22/16	CAPITAL	16-00245	SDI Maintenances	SUMMIT40 SUMMIT IND. HARDWARE #365	109.17	
Total for Batch: CAPITAL					458,209.52	
01/22/16	DCP	15-00346	Meeting Supplies Blanket PO	VILLAG50 VILLAGE SUPERMARKETS	7.99	
01/22/16	DCP	15-00352	Office Supplies BPO	STAPLESR STAPLES ADVANTAGE CREDIT SRVCS	89.58	
01/22/16	DCP	15-00515	Building Maintenance	DREYER50 DREYER'S LUMBER & HARDWARE CO.	303.74	
01/22/16	DCP	15-04274	405612 Divot Tools	WITTEK50 WITTEK	427.45	
01/22/16	DCP	15-04582	Reg. ID 88222880 Grant Writing	GRANTWRI GRANT WRITING USA	405.00	
01/22/16	DCP	16-00030	SO176 Turf Master Octagon Mat	WITTEK50 WITTEK	2,954.00	
01/22/16	DCP	16-00040	16-15-150 2016 Membership Dues	SPORTS25 SPORTS FIELD MANAGERS ASSN OF	60.00	
01/22/16	DCP	16-00041	Pavers for Golf Tee Mats	FUSCOB50 FUSCO BROS INC	1,500.67	
01/22/16	DCP	16-00042	3049779 Asphal for golf	WELDON25 WELDON ASPHALT CO	1,505.89	
01/22/16	DCP	16-00252	website Maintenance	JAMESCO JAMES COLUCCI ENTERPRISES LLC	400.00	
01/22/16	DCP	16-00464	Reimb. Camera Battery Charger	MCGHEE33 MCGHEE, JOANNE	22.99	
Total for Batch: DCP					7,677.31	
01/22/16	FINANCE	15-04462	2015 1099 MISC FORMS/ENVELOPES	MGLFOR50 MGL PRINTING SOLUTIONS	162.60	
01/22/16	FINANCE	16-00010	Public Information Supplies	WBMASON W.B. MASON CO, INC	137.97	
01/22/16	FINANCE	16-00015	2015 MEMBR RENEWAL GERBA	GOVERN81 GFOA OF NEW JERSEY	90.00	
01/22/16	FINANCE	16-00027	GSMLS renewal reimbursement	OCONNORT O'CONNOR, TIMOTHY J	62.50	
01/22/16	FINANCE	16-00073	REF O/P 2015ASSESS.PET 4605/27	CORELOGI CORE LOGIC	188.78	
01/22/16	FINANCE	16-00074	REF O/P 2015ASSESS.PET 5106/14	WELLSF50 WELLS FARGO R.E. TAX SERVICE	2,651.80	
01/22/16	FINANCE	16-00075	REF O/P 2015 TCJ ADDEDS 1103/3	LOWMA005 LOWMAN, JEFFREY & LEE ANNE	3,634.41	
01/22/16	FINANCE	16-00076	REF O/P 2015 TCJ ADDEDS 5106/6	CORNFO05 CORNFORTH, JAY & JENNIFER	449.11	
01/22/16	FINANCE	16-00077	2016 OPERATIONAL ASSESSMENT	NPSMEMER NPSM EMERGENCY SERVICES	220,000.00	
01/22/16	FINANCE	16-00152	CURR MASTER 200000000808 BLNKT	JCPL0050 JCP&L	3,329.42	
01/22/16	FINANCE	16-00286	reimbursement boardworker trng	LICATE50 LICATESE, ROSEMARY	104.19	
01/22/16	FINANCE	16-00341	REF 2015 TCJ 2301/1.02	WELLSF50 WELLS FARGO R.E. TAX SERVICE	5,094.14	
01/22/16	FINANCE	16-00342	2016 membership dues	CTAEHPUC CTA OF E.H.P.U. COUNTIES	240.00	
01/22/16	FINANCE	16-00343	2016 MEMBERSHIP DUES	TCTA100 TCTA MEMBERSHIP SERVICE	300.00	
Total for Batch: FINANCE					236,444.92	

Attachment: Bill List 2-2-16 (3972 : Authorize Payment of Bills - \$1,442,695.11)

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
01/22/16	HEALTH	15-00192	2015 HEALTH SRVS ALISON KASICA	TOWNOF50 TOWN OF WESTFIELD	1,444.00	
01/22/16	HEALTH	15-04470	Business Cards-Gayle Mauro	STHPRIN STH PRINTING, LLC	55.00	
01/22/16	HEALTH	16-00029	4th Qtr. 2015 ML/CU Fees	TREASU90 TREASURER, STATE OF NJ	200.00	
Total for Batch: HEALTH					1,699.00	
01/22/16	LAW	15-00864	2015 MONTHLY RETAIN C1124-1001	MCELRO50 MCELROY, DEUTSCH, MULVANEY	3,000.00	
01/22/16	LAW	15-01166	2015 SPECIAL PRJTS C1124-1002	MCELRO50 MCELROY, DEUTSCH, MULVANEY	1,206.00	
01/22/16	LAW	15-01896	Monthly Mgt LS Apr-Dec Blanket	THEGAL50 THE GALVIN LAW FIRM	1,850.00	
Total for Batch: LAW					6,056.00	
01/22/16	LIBRARY	16-00006	Floor Mat Services	CLEANM CLEAN MAT SERVICES LLC	72.00	
01/22/16	LIBRARY	16-00007	Office Support	TRUSTORL TRU STOR, LLC	437.40	
01/22/16	LIBRARY	16-00049	central station monitor 1/13-	ADVANC50 ADVANCED VIDEO SURVEILLNC INC	60.00	
01/22/16	LIBRARY	16-00050	Janitorial supplies toilet tis	ALLENP50 ALLEN PAPER & SUPPLY CO	338.10	
01/22/16	LIBRARY	16-00051	Purchase DVDs, Blurays	ALLIAN33 ALLIANCE ENTERTAINMENT LLC	182.47	
01/22/16	LIBRARY	16-00052	Performs RIDE 2/7/2016	BERGERMA BERGER, MARC	350.00	
01/22/16	LIBRARY	16-00053	Federal tax guide 1/1/16-12/31	CCHINC50 CCH, INC.	1,621.00	
01/22/16	LIBRARY	16-00056	Learning Express Library 3.0	EBSCOS50 EBSCO INFORMATION SERVICES	2,205.00	
01/22/16	LIBRARY	16-00057	Deep freeze ENT maintenance re	FARONI50 FARONICS TECHNOLOGIES INC	350.00	
01/22/16	LIBRARY	16-00058	digi find it web portal hostin	INNOVA33 INNOVATIVE DOCUMENT IMAGNG LLC	750.00	
01/22/16	LIBRARY	16-00059	2016 NJ Lawyers diary manual	LAWYER33 LAWYERS DIARY AND MANUAL	96.00	
01/22/16	LIBRARY	16-00060	LUCC membership dues	LIBRAR20 LIBRARIES OF UNION CNTY CONSRT	250.00	
01/22/16	LIBRARY	16-00061	purchase Blurays, DVDs	MIDWES50 MIDWEST TAPE EXCHANGE	504.37	
01/22/16	LIBRARY	16-00062	reimburse for purchases,mileag	PERMAHOS PERMAHOS, SUSAN	127.55	
01/22/16	LIBRARY	16-00063	petty cash reimbursement	SUMMIT65 LIBRARY PETTY CASH ACCOUNT	220.91	
01/22/16	LIBRARY	16-00064	ticketkeeper software 1 yr	PLYMOUTH PLYMOUTH ROCKET INC	202.50	
01/22/16	LIBRARY	16-00065	fire central station monitor	SYSTEM66 SYSTEMS SALES CORP.	400.00	
01/22/16	LIBRARY	16-00066	semi yearly maintain 1/16-6/16	SCHIND50 SCHINDLER ELEVATOR CORP.	2,207.64	
01/22/16	LIBRARY	16-00067	value line investment survey	VALUEL50 VALUE LINE INC	950.00	
01/22/16	LIBRARY	16-00183	LIBRARY 1018-210023342887	NJ-AME50 NJ-AMERICAN WATER CO.	146.79	
01/22/16	LIBRARY	16-00204	LIBRARY 1018-210027119614	NJ-AME50 NJ-AMERICAN WATER CO.	79.76	
Total for Batch: LIBRARY					11,551.49	
01/22/16	PARKCAP	15-04055	ARCHITECTUAL SRVCS FOR PARKING	POTTERAR POTTER ARCHITECTS LLC	5,800.00	
Total for Batch: PARKCAP					5,800.00	
01/22/16	PARKING	15-00007	821553360	ATMOBIL AT&T MOBILITY	281.97	
01/22/16	PARKING	15-00181	V-WIRELESS PARKING MODEM	VERIZ408 VERIZON WIRELESS	375.52	
01/22/16	PARKING	15-00821	2015 END USER FEES BLANKET	PARKMOBI PARKMOBILE USA INC	5,864.75	
01/22/16	PARKING	16-00154	PARK MASTER 200000000808 BLNKT	JCPL0050 JCP&L	2,991.26	
01/22/16	PARKING	16-00288	INV#0398822/#0401329/#0402913	SOLOMONP THE SOLOMON PAGE GROUP LLC	3,574.25	
01/22/16	PARKING	16-00289	INV#0404314/0405478/0406595	SOLOMONP THE SOLOMON PAGE GROUP LLC	2,660.75	
01/22/16	PARKING	16-00294	INV#0407362 w/E 1/2/16	SOLOMONP THE SOLOMON PAGE GROUP LLC	761.25	
01/22/16	PARKING	16-00295	IN#SI38412 DECEMBER PROCESSING	PAYMENTP PAYMENT PROCESSING, INC.	100.00	
01/22/16	PARKING	16-00303	INV#525473 GATE REPAIR	SUMMIT40 SUMMIT IND. HARDWARE #365	53.65	
01/22/16	PARKING	16-00332	V-WIRELESS PARKING CELLS/TBLTS	VERIZ408 VERIZON WIRELESS	896.89	
01/22/16	PARKING	16-00502	PARKING REFUND	HELLE005 HELLER, STEVEN	35.25	
01/22/16	PARKING	16-00503	PARKING REFUND	HAYES005 HAYES, PAMELA	2.00	
Total for Batch: PARKING					17,597.54	
01/22/16	SAFETY	15-01566	PHYSICALS CONSULTATIONS REFERS	AHSHOS75 AHS HOSPITAL CORPORATION	8,290.00	
01/22/16	SAFETY	15-04175	PD- Replacement Body Armor	ATLAN ATLANTIC TACTICAL OF NEW	3,540.00	
01/22/16	SAFETY	15-04474	PD- Contract Services	TRANSUNR TRANSUNION RISK & ALTERNATIVE	110.00	
01/22/16	SAFETY	15-04577	PD- Contracts/Services Copiers	CANONFIN CANON FINANCIAL SERVICES INC	1,744.20	

Attachment: Bill List 2-2-16 (3972 : Authorize Payment of Bills - \$1,442,695.11)

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
01/22/16	SAFETY	15-04620	PD- Uniforms for Admin.	SAMZIESU SAMZIE'S UNIFORMS	724.00	
01/22/16	SAFETY	16-00016	OFFDUTY DISPATCH MAY 1195	CITYOF46 CITY OF SUMMIT OFF DUTY	14,430.00	
01/22/16	SAFETY	16-00044	PD- Extra Duty Assignment	CITYOF46 CITY OF SUMMIT OFF DUTY	1,100.00	
01/22/16	SAFETY	16-00045	PD- Tuition Reimbursement	DEETSJEF DEETS, JEFFREY	2,118.00	
01/22/16	SAFETY	16-00234	PD- Membership IACP	ZAGORS50 ZAGORSKI, STEVEN	150.00	
01/22/16	SAFETY	16-00322	PD- FBI LEEDA Reimbursement	BARTOL50 BARTOLOTTI, ANDREW	532.96	
01/22/16	SAFETY	16-00325	PD- Notary Renewal UC Clerk	RICHEL50 RICHEL, DAVID	15.00	
01/22/16	SAFETY	16-00350	PD- Tuition Reimbursement	LUDENAHE LUDENA, HENRY	4,068.00	
01/22/16	SAFETY	16-00355	PD- FBI LEEDA Reimbursement	BARTOL50 BARTOLOTTI, ANDREW	203.45	
01/22/16	SAFETY	16-00371	FD DYED DIESEL FUEL # 22831	FINCHFUE FINCH FUEL OIL CO INC	3,917.40	
01/22/16	SAFETY	16-00429	PD- Replacement Uniform	RUTKOWSK RUTKOWSKI, SAM	65.90	
01/22/16	SAFETY	16-00443	FD INV 7094028 - SHELF & BRACK	HOMEDE66 HOME DEPOT CREDIT SERVICE	11.39	
Total for Batch: SAFETY					41,020.30	
01/22/16	SEWER	16-00153	SEWR MASTER 200000000808 BLNKT	JCPLO050 JCP&L	69.61	
01/22/16	SEWER	16-00166	JOINT MEETING ASSESSMENT 2016	JOINTM50 JOINT MEETING MAINTENANCE	489,082.94	
01/22/16	SEWER	16-00248	Sewer Maintenance	SUMMIT40 SUMMIT IND. HARDWARE #365	8.49	
Total for Batch: SEWER					489,161.04	
01/22/16	TRUST	15-00347	Supplies - Seniors Blanket PO	VILLAG50 VILLAGE SUPERMARKETS	155.12	
01/22/16	TRUST	15-00351	Supplies for Seniors BPO	STAPLESR STAPLES ADVANTAGE CREDIT SRVCS	19.98	
01/22/16	TRUST	15-01120	Senior Luncheons BPO	TOWNEL50 TOWNE LIQUORS & DELICATESSEN	400.00	
01/22/16	TRUST	15-04507	3249 Framed Football Photos	SPOR SPORT SHOTS UNLIMITED, INC.	1,950.00	
01/22/16	TRUST	15-04618	Zoning Board Escrow Fees	THEGAL50 THE GALVIN LAW FIRM	1,622.50	
01/22/16	TRUST	16-00028	027 Cheerleading Pizza Party	ZAPPIASB ZAPPPIA'S BRICK OVEN LLC	75.00	
01/22/16	TRUST	16-00031	Reimb. Soccer Referee Fee	DARCYPAT DARCY, PATRICK J.	225.00	
01/22/16	TRUST	16-00032	02940108077 Supplies for	VILLAG50 VILLAGE SUPERMARKETS	71.49	
01/22/16	TRUST	16-00033	675447464-01 Supplies for	ORIENT50 ORIENTAL TRADING COMPANY, INC.	112.19	
01/22/16	TRUST	16-00034	Hip Hop Class for Holiday Camp	ROEBUCKS ROEBUCK, SHONA	120.00	
Total for Batch: TRUST					4,751.28	
01/22/16	UCC	15-00217	UCC Pager Service Blanket	NEXTEL50 Nextel Communications	149.67	
01/22/16	UCC	16-00236	Salary & Wages	OLINGE50 OLINGER, WILLIAM	750.00	
Total for Batch: UCC					899.67	
01/22/16	WORKS	15-00216	DPW Pager Service Blanket	NEXTEL50 Nextel Communications	368.51	
01/22/16	WORKS	15-00230	DCS DYED DIESEL FUEL #45003	FINCHFUE FINCH FUEL OIL CO INC	1,290.30	
01/22/16	WORKS	15-00499	DPW FUEL OIL	STEPHE42 STEPHENS MILLER-MITCHELL SUPRE	3,765.66	
01/22/16	WORKS	15-00585	PROFESSIONAL SERVICES 2015	THESHA50 THE SHADE TREE DEPARTMENT LLC	5,681.91	
01/22/16	WORKS	15-01477	DCS COPIER CONTRACT BLANKET	ARMPCO50 ARMPCO OFFICE MACHINES, INC.	152.90	
01/22/16	WORKS	15-03082	DCS Supplies	STAPLESR STAPLES ADVANTAGE CREDIT SRVCS	105.33	
01/22/16	WORKS	15-03872	AUTOCARD LICENSE RENEWAL	DLTSOL50 DLT SOLUTIONS LLC	2,092.74	
01/22/16	WORKS	15-04382	BLDGS & GROUNDS SUPPLIES	STAPLESR STAPLES ADVANTAGE CREDIT SRVCS	5,423.35	
01/22/16	WORKS	15-04457	WORK CLOTHES CLEANING	LIBERT20 LIBERTY CLEANERS	193.75	
01/22/16	WORKS	15-04571	VEHICLE MAINTENANCE	BENHAM50 BENHAM'S SERVICE & GARAGE	225.00	
01/22/16	WORKS	15-04572	VEHICLE MAINTENANCE	BEYERB50 BEYER BROTHERS CORPORATION	327.49	
01/22/16	WORKS	15-04573	VEHICLE MAINTENANCE	JMNATI50 J & M NATIONAL SPRING	144.72	
01/22/16	WORKS	15-04613	BLDGS & GROUNDS MAINT	INDUST28 INDUSTRIAL COOLING CORPORATION	946.26	
01/22/16	WORKS	15-04615	BLDG&GROUNDS MAINT, ROAD TOOLS	DREYER50 DREYER'S LUMBER & HARDWARE CO.	46.26	
01/22/16	WORKS	15-04619	Legal Services	CLARKE33 CLARKE CATON HINTZ PC	690.20	
01/22/16	WORKS	16-00011	DCS Diesel Fuel	FINCHFUE FINCH FUEL OIL CO INC	1,044.64	
01/22/16	WORKS	16-00025	DISPOSAL OF LUMBER	ENVIRO44 ENVIRONMENTAL RENEWAL, L.L.C.	112.50	
01/22/16	WORKS	16-00246	Parks Tools	SUMMIT40 SUMMIT IND. HARDWARE #365	1,076.17	
01/22/16	WORKS	16-00302	VEHICLE MAINTENANCE	AIRBRA50 AIR BRAKE EXCHANGE	3,736.34	

Attachment: Bill List 2-2-16 (3972 : Authorize Payment of Bills - \$1,442,695.11)

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
01/22/16	WORKS	16-00306	VEHICLE MAINTENANCE	AIRBRA50 AIR BRAKE EXCHANGE	129.15	
01/22/16	WORKS	16-00404	CDL LICENSE REIMBURSEMENT	CAPUTO14 CAPUTO, JAMES	20.00	
01/22/16	WORKS	16-00438	2015/6 TA Dues	GHETTIDO GHETTI, DONNA	75.00	
01/22/16	WORKS	16-00439	Technical Assistant Reimburse	GHETTIDO GHETTI, DONNA	70.00	
Total for Batch: WORKS					27,718.18	
Total for Date: 01/22/16			Total for All Batches:		1,308,586.25	

Attachment: Bill List 2-2-16 (3972 : Authorize Payment of Bills - \$1,442,695.11)

Rcvd Batch Id Range: First to Last Rcvd Date Start: 0 End: 01/20/16 Report Format: Condensed

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
01/20/16	DCP	15-00013	DCP 8499 050329 0168806 BLANKT	COMCAS69 COMCAST	103.76	
01/20/16	DCP	15-00071	100004273908 5 MYRTLE BLANKET	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	363.52	
01/20/16	DCP	15-00072	100005244296 AUBREY&LEWIS BLKT	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	89.21	
01/20/16	DCP	15-00073	100005244346 26 BUTLER BLANKET	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	373.69	
01/20/16	DCP	15-00074	100005244403 25 BUTLER BLANKET	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	529.24	
01/20/16	DCP	15-00075	100005244528 BUTLER BLANKET	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	85.93	
01/20/16	DCP	15-00076	100005441132 189 RIVER BLANKET	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	1,027.89	
01/20/16	DCP	15-00077	100006271546 697 SPRNGFLD BLKT	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	351.88	
01/20/16	DCP	15-00078	100006894180 100 MORRIS BLANKT	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	2,405.36	
01/20/16	DCP	15-00080	100077504148 5 MYRTLE BLANKET	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	5.62	
01/20/16	DCP	15-00081	100084439627 100 ASHWOOD BLNKT	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	1,021.99	
01/20/16	DCP	15-00082	100084442050 110 ASHWOOD BLNKT	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	468.03	
Total for Batch: DCP					6,826.12	
01/20/16	FINANCE	15-00002	030 361 4837 001	AT105068 AT&T	34.14	
01/20/16	FINANCE	15-00015	8499 05 329 0172121 (444Sprfd)	COMCA840 COMCAST	148.76	
01/20/16	FINANCE	15-00016	614008/614449 512 SPRINGFIELD	DIRECTE DIRECT ENERGY	1,831.33	
01/20/16	FINANCE	15-00017	614008/614450 41 CHATHAM RD	DIRECTE DIRECT ENERGY	405.03	
01/20/16	FINANCE	15-00019	614008/614452 41 CHATHAM RD	DIRECTE DIRECT ENERGY	670.95	
01/20/16	FINANCE	15-00020	614008/614454 75 MAPLE STREET	DIRECTE DIRECT ENERGY	495.47	
01/20/16	FINANCE	15-00022	614008/614456 BUTLER PARKWAY	DIRECTE DIRECT ENERGY	272.07	
01/20/16	FINANCE	15-00023	614008/614457 10 GLEN AVE PUMP	DIRECTE DIRECT ENERGY	3.05	
01/20/16	FINANCE	15-00024	614008/614458 384 BROAD STREET	DIRECTE DIRECT ENERGY	720.77	
01/20/16	FINANCE	15-00026	100 004 835 532 NEW PROVIDENCE	JCPL0050 JCP&L	927.87	
01/20/16	FINANCE	15-00036	100 034 766 905 UNION AVE	JCPL0050 JCP&L	481.97	
01/20/16	FINANCE	15-00037	100 034 766 954 BANK ST	JCPL0050 JCP&L	643.86	
01/20/16	FINANCE	15-00038	100 034 766 962 SPRINGFLD AVE	JCPL0050 JCP&L	488.56	
01/20/16	FINANCE	15-00039	100 037 556 253 SPRINGFLD AVE	JCPL0050 JCP&L	44.52	
01/20/16	FINANCE	15-00042	100 050 758 117 BROAD ST	JCPL0050 JCP&L	35.28	
01/20/16	FINANCE	15-00047	100 064 738 923 GLENSIDE&BALTS	JCPL0050 JCP&L	90.47	
01/20/16	FINANCE	15-00048	100 064 737 081 MORRIS&LAFAYET	JCPL0050 JCP&L	33.60	
01/20/16	FINANCE	15-00049	100 064 737 099 MORRIS&KENT PL	JCPL0050 JCP&L	44.52	
01/20/16	FINANCE	15-00050	100 064 738 881 MORRIS&RIVER	JCPL0050 JCP&L	32.52	
01/20/16	FINANCE	15-00051	100 064 738 923 GLENSIDE&BALTS	JCPL0050 JCP&L	32.89	
01/20/16	FINANCE	15-00052	100 064 738 899 MORRIS&ORCHARD	JCPL0050 JCP&L	41.29	
01/20/16	FINANCE	15-00053	100 064 738 915 MORRIS&GLENSDE	JCPL0050 JCP&L	34.81	
01/20/16	FINANCE	15-00054	100 064 741 042 MORRIS&BROAD	JCPL0050 JCP&L	41.66	
01/20/16	FINANCE	15-00055	100 064 741 059 MORRIS&PROSP	JCPL0050 JCP&L	36.48	
01/20/16	FINANCE	15-00056	100 064 741 067 MORRIS & MAPLE	JCPL0050 JCP&L	13.31	
01/20/16	FINANCE	15-00057	100 064 741 075 MORRIS& SUMMIT	JCPL0050 JCP&L	42.50	
01/20/16	FINANCE	15-00059	100 071 387 649 MORRIS&MTN	JCPL0050 JCP&L	36.97	
01/20/16	FINANCE	15-00060	100 081 217 810 CLAREMONT CORP	JCPL0050 JCP&L	99.04	
01/20/16	FINANCE	15-00061	100 081 908 319 41 CHATHAM RD	JCPL0050 JCP&L	1.73	
01/20/16	FINANCE	15-00065	100 101 541 801 - 0 Springfld	JCPL0050 JCP&L	38.16	
01/20/16	FINANCE	15-00066	100 103 385 231 5 Myrtle	JCPL0050 JCP&L	4.57	
01/20/16	FINANCE	15-00067	100 105 977 803 59-63 Broad	JCPL0050 JCP&L	16.60	
01/20/16	FINANCE	15-00092	1018-210023342191 GLEN AVE	NJ-AMES0 NJ-AMERICAN WATER CO.	40.63	
01/20/16	FINANCE	15-00093	1018-210023342498 422 SPRGFLD	NJ-AMES0 NJ-AMERICAN WATER CO.	13.60	
01/20/16	FINANCE	15-00094	1018-210023342696 25 ELM ST	NJ-AMES0 NJ-AMERICAN WATER CO.	20.40	
01/20/16	FINANCE	15-00095	1018-210023342788 25 ELM ST	NJ-AMES0 NJ-AMERICAN WATER CO.	13.60	
01/20/16	FINANCE	15-00097	1018-210023343828 396 BROAD	NJ-AMES0 NJ-AMERICAN WATER CO.	121.08	
01/20/16	FINANCE	15-00098	1018-210023343910 512 TFS	NJ-AMES0 NJ-AMERICAN WATER CO.	135.34	

Attachment: Bill List 2-2-16 (3972 : Authorize Payment of Bills - \$1,442,695.11)

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
01/20/16	FINANCE	15-00101	1018-210023345237	37 CHATHAM NJ-AME50 NJ-AMERICAN WATER CO.	20.23	
01/20/16	FINANCE	15-00102	1018-210023345336	41 CHATHAM NJ-AME50 NJ-AMERICAN WATER CO.	73.81	
01/20/16	FINANCE	15-00104	1018-210023345459	CHATHAM RD NJ-AME50 NJ-AMERICAN WATER CO.	148.61	
01/20/16	FINANCE	15-00107	1018-210023345565	NEW PROV NJ-AME50 NJ-AMERICAN WATER CO.	108.80	
01/20/16	FINANCE	15-00108	1018-210023345664	13 NEW PROV NJ-AME50 NJ-AMERICAN WATER CO.	128.70	
01/20/16	FINANCE	15-00110	BANK ST 1018-210024595189	BLNK NJ-AME50 NJ-AMERICAN WATER CO.	13.60	
01/20/16	FINANCE	15-00113	UNION PL 1018-210024718968	BKT NJ-AME50 NJ-AMERICAN WATER CO.	13.60	
01/20/16	FINANCE	15-00114	1018-210025651051	DCKFS 6 NJ-AME50 NJ-AMERICAN WATER CO.	179.46	
01/20/16	FINANCE	15-00116	1018-210025885632	HYDTS NJ-AME50 NJ-AMERICAN WATER CO.	23,316.70	
01/20/16	FINANCE	15-00119	1018-210028692600	TFS POLICE NJ-AME50 NJ-AMERICAN WATER CO.	228.23	
01/20/16	FINANCE	15-00137	682164944-00001	VERIZ408 VERIZON WIRELESS	4,194.04	
01/20/16	FINANCE	15-00138	VER 201 X06-1557 333 13Y	BLNKT VERIZO08 VERIZON	165.00	
01/20/16	FINANCE	15-00227	2015 Payroll Services	PRIMEPOI PRIMEPOINT LLC	1,883.20	
01/20/16	FINANCE	15-00330	1018-210026964873	41 CHATHAM NJ-AME50 NJ-AMERICAN WATER CO.	79.76	
01/20/16	FINANCE	15-00438	WEBUS SUPPORT	TELVUE TELVUE CORPORATION	450.00	
01/20/16	FINANCE	15-01946	100111640320	80 Butler Shack JCPL0050 JCP&L	5.03	
01/20/16	FINANCE	15-02827	ADMIN TELEPHONES 2015 - 338922	SPECTR005 SPECTROTREL HOLDING COMPANY LLC	7,541.96	
01/20/16	FINANCE	15-04477	100 113 539 223	SPRNGFLD BLK 2 JCPL0050 JCP&L	662.11	
01/20/16	FINANCE	15-04478	100 113 540 429	N ENGLND BLK 3 JCPL0050 JCP&L	31.51	
01/20/16	FINANCE	15-04479	SHUNPIKE RD BLK LT 00	JCPL0050 JCP&L	131.17	
01/20/16	FINANCE	16-00095	8499 05 329 0172121 (444Sprfd)	COMCA840 COMCAST	148.76	
01/20/16	FINANCE	16-00106	1064-9271-9	FEDEX SERVICES FEDEX050 FEDEX	74.59	
01/20/16	FINANCE	16-00114	100 005 954 571	512 SPRINGFLD JCPL0050 JCP&L	11,053.42	
01/20/16	FINANCE	16-00122	100 048 610 792	41 CHATHAM RD JCPL0050 JCP&L	7,235.60	
01/20/16	FINANCE	16-00168	ACCT 12760	LINESY33 LINE SYSTEMS, INC.	876.86	
01/20/16	FINANCE	16-00208	MAIL MACH RENTAL 5854352	PITNEY75 PITNEY BOWES GLOBAL FINANCIAL	449.00	
01/20/16	FINANCE	16-00215	65 671 139 01	41 CHATHAM RD PSEG1444 PSE&G	269.90	
01/20/16	FINANCE	16-00216	6583966700	10-A GLEN AVE PUMP PSEG1444 PSE&G	13.51	
01/20/16	FINANCE	16-00223	70 304 372 09	41 CHATHAM REAR PSEG1444 PSE&G	630.25	
01/20/16	FINANCE	16-00328	8018009698	VER92004 VERIZON	184.99	
01/20/16	FINANCE	16-00329	VER 8181009195	BLANKET VER92004 VERIZON	89.99	
01/20/16	FINANCE	16-00330	VER 8298011956	BLANKET VERC9200 VERIZON COMMUNICATIONS	264.99	
01/20/16	FINANCE	16-00335	908 522 3628 908	38Y VERIZO08 VERIZON	108.12	
01/20/16	FINANCE	16-00336	201 M55-5284 082	VERIZO16 VERIZON	548.16	
01/20/16	FINANCE	16-00374	PETTY CASH DCP/FINANCE/POLICE	CITYOF55 CITY OF SUMMIT PETTY CASH	650.00	
01/20/16	FINANCE	16-00394	100 113 542 227	PASSAIC BLK 3 JCPL0050 JCP&L	1,117.92	
Total for Batch: FINANCE					71,280.98	
01/20/16	PARKING	15-00027	NJ DOT LOT 100005180201	BLNKT JCPL0050 JCP&L	20.22	
01/20/16	PARKING	15-00035	301 BROAD 100007664368	BLNKT JCPL0050 JCP&L	3,044.67	
01/20/16	PARKING	15-00043	100 051 492 492	MORRIS AVE LOT JCPL0050 JCP&L	178.97	
01/20/16	PARKING	15-00045	CEDAR ST 100060906920	BLNKT JCPL0050 JCP&L	5.44	
01/20/16	PARKING	15-00062	40 DEFOREST 100099194688	BLNKT JCPL0050 JCP&L	116.20	
01/20/16	PARKING	15-00063	22 DEFOREST 100099194696	BLNKT JCPL0050 JCP&L	172.35	
01/20/16	PARKING	15-00064	4 DEFOREST 100099194704	BLNKT JCPL0050 JCP&L	111.75	
01/20/16	PARKING	15-00111	1018-210024638345	BROAD ST NJ-AME50 NJ-AMERICAN WATER CO.	13.60	
01/20/16	PARKING	15-02954	100112084254	PRKING 4 DEFOREST JCPL0050 JCP&L	67.66	
01/20/16	PARKING	15-02955	100115346619	PRKING 22 DEFORST JCPL0050 JCP&L	104.92	
01/20/16	PARKING	16-00375	PETTY CASH PARKING	CITYOF55 CITY OF SUMMIT PETTY CASH	200.00	
01/20/16	PARKING	16-00379	REPLENISH PARKING CHANGE FUND	CITYOF55 CITY OF SUMMIT PETTY CASH	7,000.00	
Total for Batch: PARKING					11,035.78	
01/20/16	SEWER	15-00028	CONSTANTINE 100005626567	BLNKT JCPL0050 JCP&L	4,669.30	
01/20/16	SEWER	15-00115	1018-210025811013	CONSTANTINE NJ-AME50 NJ-AMERICAN WATER CO.	34.00	

Attachment: Bill List 2-2-16 (3972 : Authorize Payment of Bills - \$1,442,695.11)

January 20, 2016  
02:08 PM

City of Summit  
Received P.O. Batch Listing By P.O. Number

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
					Total for Batch: SEWER	4,703.30
				Total for Date: 01/20/16	Total for All Batches:	93,846.18

Attachment: Bill List 2-2-16 (3972 : Authorize Payment of Bills - \$1,442,695.11)

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Rcvd Batch Id Range: First	to Last	Rcvd Date Start: 0	End: 01/14/16	Report Format: Condensed
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Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
01/14/16	WORKS	16-00357	2015 Ford F450, Mason Dump	NJMOTO38 NJ MOTOR VEHICLE COMMISSION	<u>60.00</u>	
				Total for Batch: WORKS	60.00	
			Total for Date: 01/14/16	Total for All Batches:	60.00	

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Attachment: Bill List 2-2-16 (3972 : Authorize Payment of Bills - \$1,442,695.11)

Range of Checking Accts: CLEARING ACCT to CLEARING ACCT      Range of Check Ids: 215880 to 215880  
Report Type: All Checks      Report Format: Super Condensed      Check Type: Computer: Y      Manual: Y      Dir Deposit:

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
215880	01/13/16	NJMOTO38 NJ MOTOR VEHICLE COMMISSION	85.00		5553

*SAFETY*

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0	85.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	85.00	0.00

*\* Was not a Received PO Batch Listing Printout \**

Attachment: Bill List 2-2-16 (3972 : Authorize Payment of Bills - \$1,442,695.11)

Rcvd Batch Id Range: First to Last Rcvd Date Start: 0 End: 01/11/16 Report Format: Condensed

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
01/11/16	DCP	15-00089	1018-210023002769 4 MORRIS CT	NJ-AME50 NJ-AMERICAN WATER CO.	108.80	
01/11/16	DCP	15-00090	1018-210023341891 100 MORRIS	NJ-AME50 NJ-AMERICAN WATER CO.	101.17	
01/11/16	DCP	15-00091	1018-210023341990 100 ASHWOOD	NJ-AME50 NJ-AMERICAN WATER CO.	108.80	
01/11/16	DCP	15-00096	1018-210023343187 85 LARNED RD	NJ-AME50 NJ-AMERICAN WATER CO.	148.61	
01/11/16	DCP	15-00099	1018-210023344029 80 BUTLER	NJ-AME50 NJ-AMERICAN WATER CO.	183.51	
01/11/16	DCP	15-00100	1018-210023344104 RIVER RD	NJ-AME50 NJ-AMERICAN WATER CO.	13.60	
01/11/16	DCP	15-00109	1018-210023345862 HILLVIEW TER	NJ-AME50 NJ-AMERICAN WATER CO.	34.00	
01/11/16	DCP	15-00112	1018-210024652549 85 LARNED IR	NJ-AME50 NJ-AMERICAN WATER CO.	108.80	
01/11/16	DCP	15-00118	1018-210027063599 683 SPRNGFLD	NJ-AME50 NJ-AMERICAN WATER CO.	108.80	
Total for Batch: DCP					916.09	

01/11/16	FINANCE	15-00002	030 361 4837 001	AT105068 AT&T	67.42	
01/11/16	FINANCE	15-00003	0303619366001 BLANKET	AT105068 AT&T	31.37	
01/11/16	FINANCE	15-00006	287015068548 FAN02998928 BLNKT	ATTMOBIL AT&T MOBILITY	80.72	
01/11/16	FINANCE	15-00016	614008/614449 512 SPRINGFIELD	DIRECTE DIRECT ENERGY	1,374.19	
01/11/16	FINANCE	15-00017	614008/614450 41 CHATHAM RD	DIRECTE DIRECT ENERGY	373.77	
01/11/16	FINANCE	15-00019	614008/614452 41 CHATHAM RD	DIRECTE DIRECT ENERGY	540.98	
01/11/16	FINANCE	15-00020	614008/614454 75 MAPLE STREET	DIRECTE DIRECT ENERGY	381.07	
01/11/16	FINANCE	15-00022	614008/614456 BUTLER PARKWAY	DIRECTE DIRECT ENERGY	216.33	
01/11/16	FINANCE	15-00023	614008/614457 10 GLEN AVE PUMP	DIRECTE DIRECT ENERGY	0.63	
01/11/16	FINANCE	15-00024	614008/614458 384 BROAD STREET	DIRECTE DIRECT ENERGY	528.16	
01/11/16	FINANCE	15-00029	100005845241 CITY HALL	JCPL0050 JCP&L	800.55	
01/11/16	FINANCE	15-00030	100005845282 CITY HALL	JCPL0050 JCP&L	10,080.71	
01/11/16	FINANCE	15-00031	100005845316 CITY HALL	JCPL0050 JCP&L	1,521.31	
01/11/16	FINANCE	15-00032	100005845548/CITY HALL/BD/CHES	JCPL0050 JCP&L	36.65	
01/11/16	FINANCE	15-00033	100 005 954 571 512 SPRINGFLD	JCPL0050 JCP&L	10,522.74	
01/11/16	FINANCE	15-00034	100 006 720 377 PHONE BOOTH	JCPL0050 JCP&L	7.55	
01/11/16	FINANCE	15-00037	100 034 766 954 BANK ST	JCPL0050 JCP&L	137.25	
01/11/16	FINANCE	15-00040	100047563711 BRYANT PK	JCPL0050 JCP&L	15.20	
01/11/16	FINANCE	15-00044	100052171673 CITY HALL	JCPL0050 JCP&L	27.07	
01/11/16	FINANCE	15-00060	100 081 217 810 CLAREMONT CORP	JCPL0050 JCP&L	86.87	
01/11/16	FINANCE	15-04477	100 113 539 223 SPRNGFLD BLK 2	JCPL0050 JCP&L	720.18	
01/11/16	FINANCE	15-04478	100 113 540 429 N ENGLND BLK 3	JCPL0050 JCP&L	24.96	
01/11/16	FINANCE	15-04479	SHUNPIKE RD BLK LT 00	JCPL0050 JCP&L	115.25	
01/11/16	FINANCE	15-00084	ACCT 12760	LINESY33 LINE SYSTEMS, INC.	877.52	
01/11/16	FINANCE	15-00086	503956 WATER SYSTEM BLANKET	MARLINLE MARLIN LEASING	679.95	
01/11/16	FINANCE	15-03178	0017660366 BOTT WTR PD	NESTLERR READYREFRESH BY NESTLE	134.49	
01/11/16	FINANCE	15-03179	0425994928 BOTT WTR DCS	NESTLERR READYREFRESH BY NESTLE	60.82	
01/11/16	FINANCE	15-00120	1538-8634-87-3	PITNEY25 PITNEY BOWES	90.00	
01/11/16	FINANCE	15-00121	MAIL MACH RENTAL 5854352	PITNEY75 PITNEY BOWES GLOBAL FINANCIAL	275.00	
01/11/16	FINANCE	15-00124	75 MAPLE ST 6226740006 BLANKET	PSEG1444 PSE&G	254.43	
01/11/16	FINANCE	15-00125	65 671 139 01 41 CHATHAM RD	PSEG1444 PSE&G	249.99	
01/11/16	FINANCE	15-00126	6583966700 10-A GLEN AVE PUMP	PSEG1444 PSE&G	11.96	
01/11/16	FINANCE	15-00127	41 CHATHAM RD 6615027607 BLNKT	PSEG1444 PSE&G	355.45	
01/11/16	FINANCE	15-00128	384 BROAD ST 6619775403 BLNKT	PSEG1444 PSE&G	587.68	
01/11/16	FINANCE	15-00129	512 SPRNGFLD 6660016600 BLNKT	PSEG1444 PSE&G	1,455.54	
01/11/16	FINANCE	15-00130	RIVER RD GNRTR 6722939901 BNKT	PSEG1444 PSE&G	11.59	
01/11/16	FINANCE	15-00131	100 ASHWOOD 6729356200 BLANKET	PSEG1444 PSE&G	11.59	
01/11/16	FINANCE	15-00132	BUTLER PKWY 6749019005 BLANKET	PSEG1444 PSE&G	149.11	
01/11/16	FINANCE	15-00133	70 304 372 09 41 CHATHAM REAR	PSEG1444 PSE&G	508.31	
01/11/16	FINANCE	15-03271	FD High Sp Internet 8749010059	VER92004 VERIZON	75.99	
01/11/16	FINANCE	15-00402	TELEPHONE SRVCS CONTRACT 2015	WINDSTRM PAETEC (A WINDSTREAM COMPANY)	721.54	

Attachment: Bill List 2-2-16 (3972 : Authorize Payment of Bills - \$1,442,695.11)

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
					Total for Batch: FINANCE	34,201.89
01/11/16	PARKING	15-00027	NJ DOT LOT 100005180201 BLNKT	JCPL0050 JCP&L	215.95	
01/11/16	PARKING	15-00043	100 051 492 492 MORRIS AVE LOT	JCPL0050 JCP&L	178.74	
01/11/16	PARKING	15-00045	CEDAR ST 100060906920 BLNKT	JCPL0050 JCP&L	5.58	
					Total for Batch: PARKING	400.27
01/11/16	SEWER	15-00028	CONSTANTINE 100005626567 BLNKT	JCPL0050 JCP&L	4,462.29	
					Total for Batch: SEWER	4,462.29
01/11/16	TRUST	15-00358	Phone Service BPO	NEXTEL75 NEXTEL COMMUNICATIONS, INC	137.14	
					Total for Batch: TRUST	137.14
Total for Date: 01/11/16					Total for All Batches:	40,117.68

Attachment: Bill List 2-2-16 (3972 : Authorize Payment of Bills - \$1,442,695.11)



Green Infrastructure Grant: Marian Glenn

Rutgers got a grant for a study of the Raritan watershed for storm water runoff. The report looked at impervious/pervious surfaces in a number of municipalities and identified projects to reduce storm water runoff. The goal is reducing runoff in each town by 10%. Summit is included in the study because a corner of the City is part of the Raritan River Watershed. Marian met with a Rutgers representative on December 10, and learned that they have now identified 14 possible sites in Summit. The list includes schools, churches, municipal sites and the Dominican Nuns location; the full list is available at <http://water.rutgers.edu/Projects/NFWF/Summit/index.html>.

Members discussed how to use this report and ways to reach out to non-municipal sites identified in the report. Marian suggested starting a rain garden team and trying to get several rain gardens started in Summit. Ruth will work with Marian on rain gardens. Marian will write up a short proposal for Beth to give to Aaron Schragger for rain gardens at City Hall and the Library. Marian will also present the information about the Library at the January Library Board of Trustees meeting. Judy suggested that the EC send the study to Jeff Wagenbach, chair of the Planning Board, for inclusion as part of the Master Plan revision.

Announcements

Marjorie announced that Reverend Fletcher Harper, Executive Director of GreenFaith, will be speaking about the Paris Climate Talks at Interweave on January 7 at 7 PM. The talk, which is sponsored by Interweave and the Summit GreenFaith Circle, will be held at Calvary Church.

The meeting was adjourned at 9:03.

Respectfully submitted by Marjorie Fox

**Meeting dates for 2016:**

All meetings will be held at 8 PM in the Whitman Room at City Hall.

- 1/18 (Martin Luther King Day)
- 2/8 (second Monday due to school break)
- 3/21
- 4/18
- 5/16
- 6/20
- No meetings in July and August
- 9/19
- 10/17
- 11/14 (second Monday due to conflicts)
- 12/12 (second Monday but better for most people)