

1. 12-6-16 Council Agenda

Documents:

[12.6.16 AGENDA ONLY 1371.PDF](#)

2. 12-6-16 Council Meeting Agenda Packet

Documents:

[12.6.16 AGENDA PACKET 1371.PDF](#)



# Common Council of the City of Summit

Closed Session Agenda for Tuesday, December 6, 2016



**6:50 p m – 7:20 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)
5. Contract Negotiations (not collective bargaining) - NJSA 10:4-12.b (7)
6. Personnel matters - NJSA 10.4-12.b (8)
  - Appoint Deputy Court Administrator
  - Temporary Municipal Court Judge
  - Personnel Policy
7. Appointments - NJSA 10.4-12.b (8)

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, December 6, 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

**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  
Ogden, McTernan, Mayor Radest, Rogers, Evers, Weck

**WORKS COMMITTEE**

Monday 12 pm – 1 pm Dept. of Community Services  
Sun, Lizza, Cascais

**LAW COMMITTEE**

*Second Meeting of the Month* 6:00 pm – 6:45 pm Small Conference Room  
Ogden, Naidu, Licatase, Cruz

(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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(The following matters were known at agenda deadline. Other matters may arise thereafter that need timely consideration or reaction.)

### **APPROVAL OF MINUTES**

- Regular and Closed Session Minutes - November 1, 2016 and November 14, 2016

### **REPORTS**

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

**PRESENTATION**

- Spatial Data Logic (SDL) for DCS Operations - Tom Hurley, SDL

**SWEARINGS-IN**

Police Department Promotions and New Officers

- Sgt. Michael Byrne
- Sgt. Charles Daly
- Officer Sean Thompson
- Officer Ruddy Garita
- Officer Leonard Franchino, Jr.
- Officer Mark DeMetro

**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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**LAW**

16-3122	An Ordinance Amending Chapter XXI, “Special Improvement District,” Section 21-4.A, District Management Corporation, of The “Revised General Ordinances Of The City Of Summit, County Of Union, New Jersey,” ( <i>SDI Trustee Change</i> )	11/14/16
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**SAFETY**

16-3125	An Ordinance Amending The Code, Chapter VII, Traffic, Section 7-8, Parking, Subsection 7-8.5, Parking Time Limited on Certain Streets ( <i>Bedford Road 2-hour parking</i> )	11/14/16
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**GENERAL SERVICES**

16-3126	An Ordinance Amending The Code Chapter VII, Traffic, Section 7-8, Parking, Subsection 7-8.5 Parking Time Limited On Certain Streets And Subsection 7-25.2 Municipal Parking Lot Areas. ( <i>Designate Certain Meters On Springfield Avenue To “Employee Prepaid Parking Only,” Add And Remove Street Meters And Add New Zone For Handicap Parking, And Add Permanent Parking Holidays</i> )	11/14/16
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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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**LAW**

16-3122	An Ordinance Amending Chapter XXI, “Special Improvement District,” Section 21-4.A, District Management Corporation, of The “Revised General Ordinances Of The City Of Summit, County Of Union, New Jersey,” ( <i>SDI Trustee Change</i> )	11/14/16
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<u>Number</u>	<u>Title</u>	<u>Hearing Date</u>
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### **LAW**

(ID # 4526)	Ordinance to Establish Temporary Municipal Court Judge Position ( <i>Pending Closed Session discussion</i> )	12/20/16
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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.)*

### **GENERAL SERVICES**

- |             |   |
|-------------|---|
| (ID # 4566) | 1. Accept Final Parking Assessment Report - Level G. Associates   |
| (ID # 4578) | 2. Authorize State Contract Purchase - (1) 2017 Ford F250 Truck with Extended Cab and Lift Gate - \$31,796.50               |
| (ID # 4407) | 3. Authorize Submission of NJDEP "Workplace Charging Grant Program" Application - Electronic Vehicle (EV) Charging Stations |

### **BUILDINGS AND GROUNDS**

- |             |  |
|-------------|--|
| (ID # 4609) | 1. Authorize 2017 Earth Day Activities   |
| (ID # 4632) | 2. Amend Professional Services Agreement - 2016 Affordable Housing Counsel - Additional Fees - \$45,000.00                                   |
| (ID # 4631) | 3. Authorize Payment - Affordable Housing Trust Fund - Summit Housing Authority Rehabilitation Project                                       |
| (ID # 4644) | 4. Authorize Execution of Revised License Agreement - Abandoned Railway (RVRR) for Parkline Development Between NJDOT and the City of Summit |

### **FINANCE/PERSONNEL**

- |             |  |
|-------------|--|
| (ID # 4612) | 1. Authorize Transfer of Appropriations - Operating Budget ( <i>Roll Call Vote</i> ) |
| (ID # 4589) | 2. Approve Year 2017 Council Meeting Schedule  |

### **LAW**

- |             |  |
|-------------|--|
| (ID # 4618) | 1. Appoint Deputy Court Administrator ( <i>Pending Closed Session Discussion</i> ) |
| (ID # 4626) | 2. Renew 2016-2017 Liquor License #2018-33-003-006                                 |

**SAFETY**

- (ID # 4615) 1. Authorize Execution of Shared Services Agreement - Emergency Services Dispatch Center Joint Meeting - Radio Communications Equipment - \$690,323.60
- (ID # 4635) 2. Authorize Execution - Emergency Management Agency Assistance Grant Application

**WORKS**

- (ID # 4633) 1. Amend Licensed Site Remediation Professional Services Agreement in excess of \$17,500.00 - DPW Facility, 41 Chatham Road - Tasks 3 and 4 - Well Monitoring and Testing - \$50,850.00
- (ID # 4622) 2. Authorize National Cooperative Purchase - Houston-Galveston Area Council - Purchase of SCBA Recharging Fill Station - \$58,834.20
- (ID # 4634) 3. Authorize Application Submission - Federal Emergency Management Agency Assistance to Firefighters Grant Program - Self Contained Breathing Apparatus (SCBA)

**CONSENT AGENDA**

**GENERAL SERVICES**

- (ID # 4608) Authorize Refunds - Department of Community Programs

**SAFETY**

- (ID # 4619) 1. Grant Permission and Set Forth Conditions – Department of Community Programs - Ice Skating Event
- (ID # 4539) 2. Authorize Fire House Christmas Party

**WORKS**

- (ID # 4605) Authorize Change Order No. 2 & Final - Downtown Conduit Installation Project - [\$1,010.25]

**FINANCE/PERSONNEL**

- (ID # 4613) 1. Cancel Accounts Payable Balances Current Fund
- (ID # 4624) 2. Cancel Improvement Authorization Funds - General Capital
- (ID # 4616) 3. Refund Overpayment of 2016 Taxes- Tax Court Judgment
- (ID # 4617) 4. Refund Overpayment of 2016 Taxes and Cancel Taxes-Special Petition
- (ID # 4271) 5. Authorize Parking Refunds - Summit SmartCard, Prepaid Parking, and Overnight Parking Permits
- (ID # 4637) 6. Authorizing Payment of Bills - \$963,614.94

## **COUNCIL MEMBERS' COMMENTS/NEW BUSINESS**

### **ADJOURNMENT REGULAR MEETING**

### **CLOSED SESSION (IF NEEDED AND AUTHORIZED)**

### **EXPLANATORY NOTE REGARDING CORRESPONDENCE, STAFF & LIAISON REPORTS, AND GENERAL INFORMATION ITEMS**

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#### **Ordinances:**

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effective. Examples of ordinances are those which deal with changing parking or speed limit requirements, code enforcement, implementing State mandates at the local level and creating boards or commissions.

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**Resolutions:**

Any act or regulation that is required to be reduced to writing but may be finally passed at the meeting at which it is introduced. The legal effect of a resolution is the same as an ordinance except summonses cannot be issued for their violation. Generally, life of a resolution is permanent unless there is language to the contrary. Typical resolutions deal with: Opinion expressions; Requests for action to other elected officials or bodies or governmental agency[s]; One-time actions and Routine authorizations such as making appointments and awarding contracts.

City Clerk' Office



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**SAFETY**

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**Resolutions:**

Any act or regulation that is required to be reduced to writing but may be finally passed at the meeting at which it is introduced. The legal effect of a resolution is the same as an ordinance except summonses cannot be issued for their violation. Generally, life of a resolution is permanent unless there is language to the contrary. Typical resolutions deal with: Opinion expressions; Requests for action to other elected officials or bodies or governmental agency[s]; One-time actions and Routine authorizations such as making appointments and awarding contracts.

City Clerk' Office



TO: Mayor and Common Council  
FROM: Rosemary Licatese, City Clerk  
DATE: October 19, 2016

**SUMMARY**

The Board of Trustees of Summit Downtown Inc. advised of changes it made to its bylaws.

This ordinance amendment reflects the change in the need for a non-designated trustee category.

Other bylaw changes were not contained within the City's Code and, therefore, no other amendments were necessary.

The Law Committee has reviewed SDI's request and supports this ordinance amendment.

<b>ORDINANCE #</b>	<b>16-3122</b>
Introduction Date:	11/14/2016
Hearing Date:	12/6/2016
Passage Date:	
Effective Date:	

**An Ordinance Amending Chapter XXI, “Special Improvement District,” Section 21-4.A, District Management Corporation, of The “Revised General Ordinances Of The City Of Summit, County Of Union, New Jersey,” (SDI Trustee Change)**

*Ordinance Summary: This Ordinance amends Section 21-1.4a of the Revised General Ordinances of the City of Summit by adding a Subsection (e) to provide the Summit Downtown, Inc., greater flexibility by allowing the SDI to select up to two (2) Non-designated Trustees from retail establishment owners or operators, property owners, non-retail businesses within the District or residents-at-large of the City of Summit.*

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT, SUMMIT, COUNTY OF UNION, STATE OF NEW JERSEY, AS FOLLOWS:

Section 1. That Section **21-1.4, DISTRICT MANAGEMENT CORPORATION**, of the above mentioned ordinance, shall be amended and supplemented as follows:

21-1.4 District Management Corporation.

For the purposes of this section, Summit Downtown Inc. is hereby designated as the present District Management Corporation and shall assist the City of Summit in planning and promoting economic development and improvement within the SID. Said District Management Corporation is incorporated pursuant to the provisions of Title 15A of the New Jersey Statutes and is hereby designated as eligible to receive the funds collected as assessment within the SID. The designation of the District Management Corporation may be changed at any time or from time to time by ordinance adopted by Common Council. In addition, the District Management Corporation shall:

- a. Have a Board of Trustees consisting of no more than fourteen (14) members, who shall be chosen as follows:
  1. Elected Trustees. There shall be ten (10) elected trustees, all of whom must be of legal voting age, who shall be elected as hereinafter provided, who shall be voting members, separated into the following classifications:
    - (a) Property owners (four (4)).
    - (b) Retail establishment owners (three (3) seats).
    - (c) Upper/lower floor businesses (two (2) seats).

(d) Residents-at-large of the City of Summit (one (1) seat).

(e) Non-Designated Trustees, to be selected from Retail Establishment Owners or Operators, Property Owners, Non-Retail Business or Residents-at-large (not to exceed 2 total on the Board) if one of the above classifications cannot be filled after diligent search pursuant to the procedure set forth by the Nominating Committee.

2. Appointed Ex-Officio Trustees. The appointed ex-officio trustees shall be:

Mayor, or Mayor's designee, of the City of Summit, who shall be a voting member (one (1) seat), provided that:

(a) If the Mayor's designee shall be the ex-officio trustee said designee shall be appointed with advice and consent of Common Council.

(b) The Mayor shall not be eligible to be Chairman of Summit Downtown Inc.

Two (2) members of the Common Council, appointed by the Council President for one-year terms, who shall be voting members (two (2) seats).

City Administrator, who shall be a nonvoting member (one (1) seat).

3. Qualifications of Elected Trustees. All elected trustees, with the exception of the resident-at-large trustees, shall be persons who are responsible for payment of any special assessments created under the Special Improvement District, whether they are directly responsible to the City or by "pass through" from their landlord.

Section 2. That all other ordinances or parts of ordinances inconsistent with the provisions of this Ordinance be and the same are hereby repealed except where the context and/or intent requires otherwise

Section 3. **PUBLIC NOTICE.**

That at least ten (10) days prior to the date fixed for a public hearing on this Ordinance, a copy hereof and notice of the date, time and place of said hearing shall be mailed by first class mail to all parties with an interest in the lots or parcels of land included in the SID as listed on the tax records of the City of Summit.

Section 4. **EFFECTIVE DATE.**

That the effective date of this Ordinance shall be upon final adoption by the City of Summit Common Council, approval by the City of Summit Mayor and publication of notice of final adoption. 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

# THE CITY OF SUMMIT

## N E W J E R S E Y

CITY HALL 512 SPRINGFIELD AVENUE SUMMIT, NJ 07901  
[www.cityofsummit.org](http://www.cityofsummit.org)

Rosemary Licatase  
 City Clerk  
 Secy. to Mayor & Council  
 (908) 273-6400  
[rlicatase@cityofsummit.org](mailto:rlicatase@cityofsummit.org)

Sonia Alves-Viveiros  
 Deputy City Clerk  
 (908) 273-6400  
 Fax (908) 273-2977  
[sviveiros@cityofsummit.org](mailto:sviveiros@cityofsummit.org)

September 1, 2016

Ms. Marin Mixon  
 Executive Director  
 Summit Downtown, Inc.  
 18 Bank Street  
 Summit, NJ 07901

Re: Summit Downtown Inc. By-Law Amendment – Assigned to the Law Committee

Dear Ms. Mixon:

All correspondence received by the City Clerk, which is sent to the attention of the Mayor, Common Council, a Department Head, or other City employee, is processed by the City Clerk/Secretary to the Mayor and Council as follows:

1. The correspondence is copied to the Mayor and Council and to the appropriate Department Head for action by the appropriate Committee.
2. The Committee reviews the correspondence and, if appropriate, provides a recommended course of action to the Common Council.
3. If Council action is recommended, the item will appear on the Council agenda for consideration by the Common Council.

In this case, the matter about which you wrote was referred to the Law Committee. Should you have any questions regarding the status of your correspondence, please feel free to contact me via email: [rlicatase@cityofsummit.org](mailto:rlicatase@cityofsummit.org) or by phone: 908-277-9415.

On behalf of the Mayor and Council, it is hoped that the City will be able to adequately address your request.

Sincerely,



Rosemary Licatase

c: Mayor and Council  
 M. Rogers, City Administrator  
 A. Cruz, City Solicitor

Attachment: SDI By-Law Amendments 9-7-16 (16-3122 : Amend SDI By-laws)

To: Rosie Licatese

([RLicatese@cityofsummit.org](mailto:RLicatese@cityofsummit.org))

*Law (DAR)*



From: Marin Mixon, Executive Director, Summit Downtown, Inc.

Date: August 24, 2016

Re: Summit Downtown, Inc. By-Law amendment

Dear Rosie,

To supplement our By-laws revisions approved by the SDI Trustees on June 29, 2016, I include this Memorandum by way of an explanation of the changes approved by the Summit Downtown trustees after discussion and vote on June 29, 2016. The modifications to the Summit Downtown, Inc. By-laws requested are as follows:

- Article I A, 1. The addition is to add a classification of trustees in the event that the Nominating Committee or Board are unable to fill the seats needed out of its specific classifications. As such, a classification is included to set out a non-designated Trustee to be selected from Retail Establishment Owners or Operators, Property Owners, Non-Retail Business or Residents (not to exceed 2 total on the Board) if one of the other classifications cannot be filled after diligent search pursuant to the procedure as set forth by the Nominating Committee.
- Article I A, 4. The change is to the term of service from four to three years. This modification was implemented to attract trustees to serve as Trustees on the Board.
- Article I B, 1. The modification is for the notice period for the annual meeting from 120 days to 90.
- Article I C, 1. This is a housekeeping change to clear up.
- Article IV The change is to the committee list. There were some committees that are no longer staffed or utilized. This update was suggested by the Burgess Report to streamline the Board and make the committee process more effective and eliminate those committees that are no longer necessary.
- Article V. There is a clarification that any trustee who does not attend 3 consecutive meetings in a 12 month period shall be deemed to have voluntarily ceased to be a member. This is a clerical change to remove "or 4 meetings."

Thank you.

STATEMENT OF PURPOSE

Summit Downtown, Inc. (SDI), a non-profit corporation of the State of New Jersey, was incorporated by the Secretary of the State of New Jersey on July 2, 1986. The purpose of the corporation is to encourage the development and improvement of the quality of life in the business community in the center of the City of Summit, New Jersey. To that end, without limiting its overall objectives, the corporation is authorized to act as a District Management Corporation in accordance with the provisions of Chapter 151 of the Laws of 1984 (N.J.S.A 40:56-65 et seq.) as the same may be amended from time to time. In such capacity the corporation shall endeavor to harmonize the residential and business communities of the city, so as to relieve traffic congestion and remove safety hazards to pedestrians and similar emergency services. It is established to maintain municipal tax rates and to promote economic growth in employment within the business areas of the City of Summit and to encourage and stimulate self-financing special improvement districts. SDI shall at all times conform to its functions to policies that may be established from time to time by the Common Council of the City of Summit.

BYLAWS

**ARTICLE I – TRUSTEES**

**A. Board of Trustees**

There shall be 14 trustees as follows

**1. Elected Trustees**

There shall be 10 elected trustees, all of whom must be of legal voting age, who shall be elected as hereinafter provided, who shall be voting members, separated into the following classifications:

- Retail Establishment Owners or Operators (3 seats)
- Property Owners (4 seats)
- Non-Retail Businesses (2 seats)
- Resident at large of the City of Summit (1 seat)

**2. Appointed Ex-Officio Trustees**

The appointed ex-officio trustees shall be:

- The Mayor or the Mayor’s designee of the City of Summit, who shall be a voting member (1 seat)  
\*If the Mayor’s designee shall be the ex-officio trustee said designee shall be appointed with advice and consent of Common Council.  
\*\*The Mayor shall not be eligible to be Chairman of Summit Downtown, Inc...
- The City Administrator, who shall be a non-voting member (1 seat)
- Two members of the Common Council, appointed by the Council Presidents for one-year terms, who shall be voting members (2 seats)

### 3. Qualifications of Trustees

All elected trustees, with the exception of the resident at large trustee, shall be persons who are responsible for payment of any special assessments created under the Special Improvement District, whether they are directly responsible to the City or by "pass through" from their landlord.

### 4. Terms of Service

Elected trustees shall serve a term of four (4) years commencing January 1.

No elected trustee shall serve more than three (3) consecutive four-year terms during a period of consecutive service.

Beginning March 1, 2009 no elected trustee shall be permitted to fill the unexpired term of a resigning trustee.

No trustee who has served the maximum time set forth above shall be allowed to return to the board for one year.

Appointed trustees shall serve at the pleasure of their appointing authority.

All trustees shall serve until their successors are elected or appointed, as the case may be, however, any trustee may resign at any time by submitting a letter of resignation to the remaining trustees.

### B. Nominating/Election Committee

1. See Article IV. B.
2. Not less than 120 days prior to the Annual Meeting, the last meeting of the year, SDI shall issue a press release to legal newspapers(s) designated by Summit Common Council inviting petitions for nominations to trusteeship of SDI. The release shall state the number of positions available and the qualifications for trusteeship. The release may also be sent to other publications or media that have general circulation in the business community.
3. The release shall state that any petition must be submitted not less than 30 days prior to the Annual Meeting and they must be endorsed by at least five (5) persons who are themselves eligible for election as trustees of SDI. The Secretary shall provide a form for use by any persons wishing to make a nomination by petition.
4. The Nominating/Election Committee shall put forth for election any names submitted by petition along with any other potential trustees who may come to the committee's attention. In reporting its finding to the Special Improvement District, the Nominating/Election Committee shall report the names of person nominated by petition, along with those it may have recruited.

5. The Nominating/Election Committee shall meet after the election results are certified, and shall serve as the Nominating/Election Committee for officers for the upcoming fiscal year.

### C. Election of Trustees

1. The 17 elected trustees shall be elected by a plurality of the votes cast by eligible voters.
2. Voter Eligibility:
  - a. The following shall be eligible to vote in Summit Downtown, Inc. elections:
    - I. The individual owner or representative of a company or corporation that owns a property in the Special Improvement District as listed by lot and block on the official tax records of the City of Summit.
    - II. The individual owner or representative of a business entity (company, corporation, partnership, etc.) that operates a business within the Special Improvement District.
    - III. A tenant representative of each residential unit within the Special Improvement District.
  - b. Each eligible voter shall have one vote subject to the following restrictions:
    - I. Owners or representatives of multiple properties shall have only one vote.
    - II. Owners or representatives of multiple businesses shall have only one vote.
    - III. Anyone who owns a property and a separate business, or businesses, shall have only one vote.
    - IV. Any residential tenant representative who also owns a property or a business shall have only one vote.
    - V. Owners of or tenants in tax-exempt properties shall not be eligible to vote.
3. All eligible voters must be of legal voting age.

4. Nominating/Election Committee:

The Nominating/Election Committee shall conduct the Annual Election.

- a. The Committee shall design a ballot to reflect the nominations in each category eligible for election.
- b. The Committee shall cause a ballot to be mailed to all eligible voters in the SID District as provided above not less than 30 days prior to the annual meeting. The ballot shall be authenticated and contain the names of all candidates recruited by the Nominating/Election Committee as well as all those who have submitted petitions in each category.

- c. The ballot may be cast in advance by signing and mailing the ballot. Only official, authenticated ballots will be counted.
- d. The committee shall be responsible for checking that all returned ballots properly filled out and then counted.

#### **D. Election of Officers**

1. The Nominating/Election Committee shall poll all current trustees as to their desire to seek election to the Executive Board.
2. The Nominating/Election Committee shall present a slate of officers to the Board at the January meeting following the election of the trustees.
3. Additional nominations may be made from the floor by any seated trustee at the January meeting.
4. Election shall be by a plurality of those Trustees voting and shall be held by each office in the following order: Chair, Vice Chair, Treasurer and Secretary. If the election of any of the officers is contested, it shall be determined by a secret ballot.
5. Officers shall take office beginning February 1.

#### **E. Vacancies**

At any meeting, a vacancy in the membership of the Board of Trustees may be filled by a majority vote of the remaining trustees provided that 10 days advance notice shall have been given to all trustees of the intention to fill any such vacancy. Anyone elected to fill a vacancy shall serve only until the natural expiration of that seat being filled.

### **ARTICLE II – POWERS OF THE TRUSTEES**

The trustees shall have all powers granted to the trustees under the New Jersey Non-Profit Corporation Act and Chapter 151 of the Law as of 1984, including, without limitation, the power to enter into contracts on behalf of the corporation, to employ agents and employees, to establish an office or offices for the conduct of the business of SDI to open and maintain bank accounts at banking institutions and to designate officers who may deposit or withdraw from such accounts.

### **ARTICLE III – OFFICERS**

#### **A. Chairman (Chief Executive Officer)**

There shall be a chairman elected by the Board of Trustees who shall be an elected trustee and shall be the chief executive officer of SDI and shall have any and all powers on behalf of SDI not otherwise limited by the Board of Trustees.

**B. Other Officers**

There shall be a Vice Chair, Treasurer, and Secretary. The Board of Trustees shall establish the powers of such other officers.

**C. Fiduciary Authority**

The Treasurer shall be responsible for the maintenance of all fiscal records. All checks or other instruments in excess of \$1,000 shall be co-signed by two (2) members of the Executive Committee.

**ARTICLE IV- COMMITTEES**

Unless otherwise provided, the Chairman shall appoint all chairs and voting members of standing committees of SDI taking into account the preferences of each trustee. All Standing Committees members will have a one-year term. The Chair of all Standing Committees shall be a trustee. Only committee members will have voting rights within the committee.

There shall be an Executive Committee consisting of the following trustees: Chair, Vice Chair, Secretary, Treasurer, and the immediate past Chair. The Executive Committee shall act in absence of the board providing that any such action shall be reported to and confirmed by the Board at its next regular meeting.

The Standing Committees of SDI with consist of the following:

- A. Finance Committee – The Treasurer of SDI will be the Chairman of the Finance Committee. The Chairman, Vice Chairman and Secretary of SDI will also sit on this committee. This committee will consist of 3 additional Trustees appointed by the Chairman of SDI.

The Finance Committee shall be responsible for the budget process and presenting the yearly budget to the Board of Trustees.

- B. Nominating/Election Committee – The Vice Chairman of SDI will be the Chairman of the Nominating/Election Committee. The Chairman, Secretary, Treasurer and Events Chairman of SDI will also sit on this committee. This committee shall consist of 2 additional Trustees appointed by the Chairman of SDI.

The Nominating/Election Committee shall conduct the annual Election Process as described in Article 1, B & C.

- C. By-Laws Committee – The Secretary of SDI shall act as Chairman of this committee, which includes the Chairman, Vice Chairman, Treasurer and

Attachment: SDI By-Law Amendments 9-7-16 (16-3122 : Amend SDI By-laws)

the Trustee, who is our legal counsel, and other trustees at the discretion of the SDI Chairman. All these members are voting members.

The By-Laws Committee shall conduct timely reviews by the direction of the Executive Committee proposing by-law changes as appropriate and needed. All proposed amendments will be presented to the full Board of Trustees for a vote.

- D. Marketing Committee - The Chairman of SDI will appoint the chairman/co-chairmen and the additional 4 voting members.

The Marketing Committee shall be responsible for the planning and execution of a yearly marketing plan upon approval of the Board of Trustees.

- E. Events Committee – There shall be a Chairman appointed by the Chairman of SDI as well as 6 voting Trustees.

The Events Committee shall be responsible for maintaining, developing and execution of all SDI events throughout the year and work in conjunction with the Marketing Committee to support all marketing efforts.

- F. Parking Committee shall consist up to six Trustees appointed by the Chairman of SDI. The Chairman of SDI will also appoint liaisons to the Parking Advisory Committee of the City of Summit to represent the interests of the SID.

- G. Vision Committee shall have a Chairman appointed by the Chairman of SDI. Five other voting members shall also be appointed by the Chairman of SDI, with trustees representing a simple majority of the committee.

The Vision Committee will meet as necessary to review the health and welfare of the SID district and bring proposals to the full Board of Trustees for approval.

- H. Business Recruitment & Retention Committee shall have a Chairman Appointed by the Chairman of SDI and shall appoint members as needed.

**ARTICLE V – MEETINGS****A. Annual Meeting, Fiscal Year**

There shall be an Annual Meeting will be the last meeting of the year called by the Board of Trustees at such time and place as the trustees may direct. The fiscal year of SDI shall end on December 31 of each calendar year.

**B. Special Meetings**

There shall be such other special meetings of the Board of Trustees as may be called from time to time by the Chair or by any three members of Board of Trustees.

**C. Notice**

Adequate notice shall be given by the Secretary of SDI of all meetings in compliance with the New Jersey Open Public Meetings Act. In addition, individual notice shall be provided by telephone individually or by writing to all members of the Board of Trustees. Minutes and all Financial Statements shall be given to all Trustees of SDI and all requests from any other person should be made in writing to the Office of SDI.

**D. Attendance at Meetings**

Any trustee, who without a valid reason, does not attend 3 consecutive meetings or 4 meetings in any 12-month period shall be deemed to have voluntarily ceased to be a member, and the chairman shall immediately declare a vacancy with respect to this position.

**E. Quorum**

A quorum shall consist of a majority of voting trustees then in office, and a majority of the trustees at a meeting can take any action under these By-laws, except the adoption of a budget which shall require a majority of all voting trustees.

**F. Rules of Order**

The conduct of all meetings shall be governed by “Roberts Rules of Order”, latest edition.

**ARTICLE VI – AMENDMENTS**

These by-laws may be amended in any manner or substituted by new bylaws by a vote of two thirds of the Board of Trustees at any duly called meeting of the Board of Trustees with not less than 10 days’ advance notice of the proposed amendments having been given to all trustees.

**ARTICLE VII – DISSOLUTION**

In the event of the dissolution of SDI for any reason, any assets remaining in the corporation shall automatically vest to the City of Summit, New Jersey, to be used for general municipal purposes as the Common Council of the City of Summit may determine.

- Originally adopted on April 24, 1996
- Amended, October 30, 2002
- Amended and Re-adopted, February 18, 2003
- Amended and Re-adopted, April 9, 2003
- Amended, May 28, 2003
- Amended, August 31, 2005
- Amended, April 2009
- Amended, July, 2010
- Amended, October, 2011
- Accepted & Approved Summit Common Council December 2011
- Amended, December, 2014
- Accepted & Approved Summit Common Council February, 2015

2/2015

Attachment: SDI By-Law Amendments 9-7-16 (16-3122 : Amend SDI By-laws)



<b>ORDINANCE #</b>	<b>16-3125</b>
Introduction Date:	11/14/2016
Hearing Date:	12/6/2016
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 (Bedford Road 2-hour parking)**

*Ordinance Summary: This Ordinance amends Chapter VII, Traffic, Section 7-8, Parking, Subsection 7-8.5, Parking Time Limited, of the Revised General Ordinances of the City of Summit, on both sides and for the entire length of Bedford Road to two (2) hours during 7:00AM to 10:30AM on school days only.*

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

Section 1. That Section **7-8, PARKING**, 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.**

a. *Time Limit Parking.*

<i>Name of Street</i>	<i>Sides</i>	<i>Time Limit</i>	<i>Hours</i>	<i>Location</i>
<u>Bedford Road</u>	<u>Both</u>	<u>2 - Hour</u>	<u>7:00 am – 10:30 am</u> <u>School Days only</u>	<u>All both sides</u>

Section 2. All ordinances or parts of ordinances inconsistent herewith are hereby repealed and this ordinance shall take effect upon final passage and publication as provided by law.

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

Dated:

I, Rosemary Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing ordinance was duly passed by the Common Council

Approved:

of said City at regular meeting held on Tuesday evening,

Mayor

City Clerk



# SUMMIT POLICE DEPARTMENT

## SUPPORT SERVICES DIVISION



### MEMORANDUM

To: Chief Robert K. Weck

From: Lt. David L. Richel

Re: Bedford Road

Date: October 25, 2016

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An ordinance has been created in response to the petition received from the residents of Bedford Road. The residents state that their roadway is narrow and has seen students parking on both sides of the roadway making it impossible for them to exit their driveways and creating a hazard. Creation of a 2 hour zone will limit parking on the street during certain times and will make it easier for the residents.

During the course of the school year we placed temporary emergency no parking signs on Bedford Road near the intersection of Morris Avenue so that vehicles could turn onto Bedford Road and out of Bedford Road with a little more ease. This temporary fix helped residents as Bedford Road is highly traversed during school drop off and pick up.

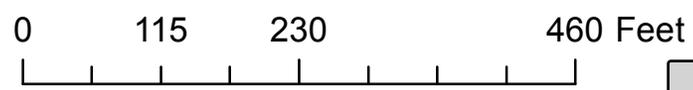
The Public Safety Committee discussed the parking issues and concurs with the recommendation of a 2 hour zone.

The petition requested 2 hour parking from 7:00 am to 10:30am on school days only. I feel that this will alleviate the issues and concerns brought up by the Bedford Road area residents.



Attachment: Bedford Road - Two hour parking Map (16-3125 : Amend Chapter VII Traffic/Parking Time

BEDFORD ROAD - Two Hour Parking  
City of Summit, New Jersey





<b>ORDINANCE #</b>	<b>16-3126</b>
Introduction Date:	
Hearing Date:	
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 7-25.2 Municipal Parking Lot Areas. (Designate Certain Meters On Springfield Avenue To “Employee Prepaid Parking Only,” Add And Remove Street Meters And Add New Zone For Handicap Parking, And Add Permanent Parking Holidays)**

*Ordinance Summary: This Ordinance amends the Revised General Ordinances of the City of Summit, Chapter VII, Traffic, Section 7-8, Parking Time Limits on Certain Streets; namely, portions of Beechwood Road, DeForest Avenue, Springfield Avenue and Union Place; to add a handicapped zone, and to make the Friday and Saturday after Thanksgiving free parking days and Subsection 7-25.2 to increase the maximum time permitted to park in Municipal Parking Lot Areas to 2 hours.*

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

Section 1. That Section **7-8, PARKING, 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:

**7-8.5b,2. Parking Time Limited – Metered Zones**

*b. Time Limit Parking (Parking Zones).*

2. Parking Zones. The following described streets or parts of streets are hereby designated as parking zones.

(a) No person shall park a vehicle for longer than the time limit shown in this subsection at any time except Sundays between the hours limited in this subsection or parts of streets described in this subsection.

(b) All time limit metered spaces of five (5) hours or less shall be in operation between the hours of 8:00 a.m. and 6:00 p.m., except Sundays and holidays.

(c) All time limit metered spaces of more than five (5) hours shall be in operation between the hours of 6:00 a.m. and 6:00 p.m., except Sundays.

<i>Name of Street</i>	<i>Side</i>	<i>Time Limit</i>	<i>Location</i>	<i>Parking Zone Rate</i>
Beechwood Road	<del>West</del> <u>Both</u>	<del>1 hr.</del> <u>1 ½ hr.</u>	Between Springfield Avenue and Union Place. <u>Meters #1-13</u>	A
<del>DeForest Avenue</del>	<del>South</del>	<del>5 hr.</del>	<del>Beginning at a point 35 feet from the westerly curblin<u>e</u> of Beechwood Road to a point 170 feet east of the easterly curblin<u>e</u> of Maple Street.</del>	<del>E</del>
<del>DeForest Avenue</del>	<del>North</del>	<del>5 hr.</del>	<del>Beginning at a point 35 feet from the westerly curblin<u>e</u> of Beechwood Road to a point 125 feet east of the easterly curblin<u>e</u> of Maple Street.</del>	<del>E</del>
<del>DeForest Avenue</del>	<del>Both</del>	<del>5 hr.</del>	<del>Beginning at <u>Woodland Avenue</u> to <u>Summit Avenue</u>. <u>Meters # 9-14, 16-35</u>. a point 205 feet west of the westerly curblin<u>e</u> of Maple Street to a point 125 feet east of the easterly curblin<u>e</u> of <u>Woodland Avenue</u>.</del>	<del>E</del>
<del>DeForest Avenue</del>	<del>South</del>	<del>1 ½ hr.</del>	<del>From a point 80 feet east of the easterly curblin<u>e</u> of Kent Place Boulevard to a point <u>Norwood Avenue</u>. <u>Meters #1-8</u>. <u>260 feet</u> easterly therefrom.</del>	<del>E</del>
<del>DeForest Avenue</del>	<del>South</del>	<del>15 minutes</del>	<del>Meter #15</del>	<del>C</del>
Springfield Avenue	<del>Both</del>	<del>1 hr.</del> <u>1 ½ hr.</u>	Between Kent Place Boulevard and Irving Place. <u>Meters # 5-37, 54-102</u>	A
Springfield Avenue	<u>Both</u> <del>South</del>	<del>12 hr.</del>	Between Irving Place and Hobart Avenue. <u>Meters # 38-53</u>	<del>A</del> <u>G</u>
<del>Springfield Avenue</del>	<del>Both</del>	<del>12 hr.</del>	<del>Between <u>Waldron Avenue</u> and <u>Ruthven Place</u>. <u>Meters #37, 38, 39, 40, 51 and 52.</u></del>	<del>A</del>
<del>Springfield Avenue (Ord. No. 2015-3079)</del>	<del>North</del>	<del>1 1/2 hr.</del>	<del>Between <u>Waldron Avenue</u> and <u>DeBary Place</u> <u>Meter # 48, 49 and 50</u></del>	<del>A</del>
Springfield Avenue	South	15 min.	Between Kent Place Boulevard and Woodland Avenue. Meters # <u>1, 2, and 3</u> , and <u>4</u> .	C
<u>Springfield</u>	<u>South</u>	<u>Handicap</u>	By <u>Norwood Avenue</u> – <u>Meter #4</u> .	<u>J</u>

<u>Avenue</u>				
<i>Name of Street</i>	<i>Side</i>	<i>Time Limit</i>	<i>Location</i>	<i>Parking Zone Rate</i>
Union Place	North	15 minutes	Meters #18-20, 34-39, and 51-53. <del>15-17, 31-33, 35 &amp; 36, 48-49.</del>	C
Union Place	Both	<del>90 minutes</del> 1 ½ hr.	Meters #1-5, 9-17, 21-33, 41-50. <del>1-14, 19-30, 37-47.</del>	A
<u>Union Place</u>	<u>Both</u>	<u>Handicap</u>	<u>Meters #6-8, 37, 54</u>	<u>J</u>

3. Types of Zones; Fees; Times of Legal Operation.

(a) The various types of parking meter zones in conformance with the provisions of this paragraph and as shown by legend on posted signs are hereby fixed with their fees, except that one-cent coins will not be acceptable, as follows:

<b>7-8.5b,3 Parking Time Limited – Metered Zones</b>		
b, 3. Types of Zones; Fees; Times of Legal Operation		
<i>Zone</i>	<i>Time</i>	<i>Fee</i>
<u>J</u>	<u>Handicap</u>	<u>Handicap space</u>
<del>J</del> – K	Reserved	

(c) *Days of Operation.*

(2) Parking and electronic multi-space meters located in the public parking lots whose time limit is more than five (5) hours shall be in operation between the hours of 6:00 a.m. and 6:00 p.m., Monday through Saturday.

(d) Parking and electronic multi-space meters will be in operation except on Sundays and the following ~~Bank~~ Holidays known as:

- New Year's Day
- Martin Luther King Day
- Presidents' Day
- Memorial Day
- July 4th
- Labor Day
- Columbus Day
- Veterans Day
- Thanksgiving Day
- Friday and Saturday immediately following Thanksgiving Day
- Christmas Day

Section 2. 7-25.2 - **Municipal Parking Lot Areas.** No person shall park a vehicle unless the proper fee is paid, if one applies, and rules and regulations are complied with for the following public parking lots in the City and only have access to said lots for vehicle parking purposes – shall be amended and supplements as follows:

<b>7-25.2 Municipal Parking Lot Areas</b>					
<i>Lot/#/ Location</i>	<i>Maximum Time</i>	<i>Time Period</i>	<i>Fees</i>	<i>Identifi- cation</i>	<i>Restricted/ Special Uses</i>
p. Lot #16 - Library Lot	<u>2 hrs.</u>	From 8:00 a.m. – 6:00 p.m.	Prepay with any combination of quarters, dollar coins, dollar	None	No Overnight parking permitted

<p>On the westerly side of Maple Street between the property of the YMCA and that of the Free Public Library and between Maple Street and Cedar Street</p>		<p>Payments are accepted starting at 7 a.m.</p>	<p>bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the time limit fees below:</p> <p>40 minutes for each twenty-five (\$.25) cents; 80 minutes for each fifty (\$.50) cents; 120 minutes for each seventy-five (\$.75) cents.</p>		
<p>Spaces #1–13, 24–27, 30–109</p>	<p>30 minutes</p>	<p>From 8:00 a.m. – 6:00 p.m.</p>	<p>Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the time limit fees below:</p>	<p>None</p>	<p>No Overnight parking permitted</p>
<p>Spaces #14–23</p>		<p>Payments are accepted starting at 7 a.m.</p>	<p>bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the time limit fees below:</p>		

			Twenty-five (\$ .25) cents.		
--	--	--	--------------------------------	--	--

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 a regular meeting held on

Approved:

Mayor

City Clerk

# PARKING SERVICES AGENCY

CITY HALL, 512 SPRINGFIELD AVENUE, SUMMIT, NJ 07901  
 P: 908.522.5100 F: 908.277.2977  
 PARKING@CITYOFSUMMIT.ORG  
 WWW.CITYOFSUMMIT.ORG



## MEMORANDUM

To: Mayor Radest and Members of Common Council  
 cc: Summit Parking Advisory Committee  
 From: Rita M. McNany, Parking Services Manager  
 Date: November 6, 2016  
 Re: **Ordinance for Introduction – Change Meters to Prepaid Employee Parking Only, Add/Remove Street meters, add new Zone for handicap, and Correct omission.**

Attached is an ordinance for introductions that covers three areas for change:

1. Change Springfield Avenue street meters from 90-minute meters to Prepaid Employee Parking only. On November 1, 2016, Council approved the change of 12 street meters on Springfield Avenue this ordinance will permanently effectuate this change.

The meter numbers have slightly changed due to the new numbering mentioned below.

Original numbers	37, 38, 39, 40, 41, 42, 43, 48, 49, 50, 51, and 52.
New numbers	<b>38, 39, 40, 41, 42, 43, 44, 49, 50, 51, 52, and 53</b>

2. Through the downtown improvement project, Engineering analyzed the use of all spaces downtown and with engineering and the restriping of certain spaces, they were able to add 14 new spaces of which four (4) are handicap. Since the meter number is sequential and some spaces are added mid blocks, I am renumbering all the spaces where new spaces were added or those previously removed.

<b>Springfield Avenue</b>	Original	1-95	90-minute meters
	New	<b>1-3</b>	<b>15-Minute Express meters</b>
		<b>4</b>	<b>Handicap Space</b>
		<b>5-37</b>	<b>90-minutes meters</b>
		<b>38 – 53</b>	<b>Employee Prepaid Only</b>
		<b>54-102</b>	<b>90-minute meters</b>
<b>DeForest Avenue</b>	Original	1-38	Various (90-minute & 5-hour)
	New	<b>1-8</b>	<b>90-minute meters</b>
		<b>9-14, 16-35</b>	<b>5-hour meters</b>
		<b>15</b>	<b>15 Minute Express meters</b>
<b>Beechwood Rd</b>	Original	1-16	90-minute meters
	New	<b>1-13</b>	<b>90-minute meters</b>
<b>Union Place</b>	Original	1-5, 6-46	90-minute meters
		15-17, 31-36, 47-49	15-Minute Express meters
	New	<b>1-5, 9-17, 21-33, 41-50</b>	<b>90-minute meters</b>
		<b>6-8, 37, 54</b>	<b>Handicap</b>
		<b>18-20, 34-39, 51-53</b>	<b>15-Minute Express meters</b>

To clarify the handicap parking spaces on street a new sub-section (J) is being added for handicap spaces.

Attachment: parking memo re change meters final (16-3126 : Ordinance to Amend Ordinance 7-25.2 - Add New and Change Other Street Meter

-2-

3. When the last codification happened for lot 16 Library/YMCA Lot, the time limit was omitted, therefore, we are simply correcting this omission.

Thank you for your consideration.

# PARKING SERVICES AGENCY

CITY HALL, 512 SPRINGFIELD AVENUE, SUMMIT, NJ 07901  
 P: 908.522.5100 F: 908.277.2977  
 PARKING@CITYOFSUMMIT.ORG  
 WWW.CITYOFSUMMIT.ORG



## MEMORANDUM

To: Mayor Radest and Members of Common Council  
 cc: Summit Parking Advisory Committee  
 From: Rita M. McNany, Parking Services Manager  
 Date: November 6, 2016  
 Re: *Rita* Ordinance for Introduction - Make the Friday and Saturday after Thanksgiving permanent parking holidays.

Attached is an ordinance for introductions that covers the making of the Friday and Saturday after Thanksgiving permanent parking holidays.

For many years while it is not a Federal holiday, city holidays have always included the Friday after Thanksgiving as a parking holiday.

In recent years (three), request from SDI (Summit Downtown Inc.) in conjunction with the nationally celebrated *Small Business Saturday*, Council has approved each year the Saturday after Thanksgiving as a parking holiday.

The attached ordinance allows the City to permanently make the Friday and Saturday after Thanksgiving each year as parking holiday whereby fees or permits are not required and no enforcement will take place.

(b) *Parking Beyond Fixed Time Periods.*

(1) The parking of any vehicle in any of these zones beyond the time period fixed in the above schedule is prohibited irrespective of whether or not the parking meter for the vehicle was activated. Each vehicle parking beyond the time period fixed in the above schedule for an additional successive time period, that is the same as the initial legal maximum parking time period in such zone, shall be deemed a separate violation of this paragraph (b)(1).

(2) The parking of any vehicle at any meter or meters in Zone A for more than a total of ninety (90) minutes, as set forth in paragraph (c), *Days of Operation*, shall be deemed a separate violation of paragraph (b)(1) of this section.

(c) *Days of Operation.*

(1) Parking meters whose time limit is less than five (5) hours shall be in operation between the hours of 8:00 a.m. and 6:00 p.m., Monday through Saturday.

(2) Parking and electronic multi-space meters located in the public parking lots whose time limit is more than five (5) hours shall be in operation between the hours of 6:00 a.m. and 6:00 p.m., Monday through Saturday.

(d) Parking and electronic multi-space meters will be in operation except on Sundays and the following Bank Holidays known as:

New Year's Day  
 Martin Luther King Day  
 Presidents' Day  
 Memorial Day  
 July 4th  
 Labor Day  
 Columbus Day  
 Veterans Day  
 Thanksgiving Day  
 Christmas Day

(e) The following days will be recognized as Parking Holidays; whereby no permits or payments are required at street meters or multi-space meters and whereby no enforcement will take place:

Friday after Thanksgiving  
Saturday after Thanksgiving





<b>ORDINANCE #</b>	<b>(ID # 4526)</b>
Introduction Date:	12/6/2016
Hearing Date:	12/20/2016
Passage Date:	
Effective Date:	

**Ordinance to Establish Temporary Municipal Court Judge Position (Pending Closed Session discussion)**

Pending Closed Session discussion.

Resolution (ID # 4566)  
December 6, 2016

**ACCEPT FINAL PARKING ASSESSMENT REPORT - LEVEL G. ASSOCIATES**

WHEREAS, the City of Summit has engaged Level G Associates, parking consultants, for the purpose of reviewing and evaluating parking in the City of Summit, and

WHEREAS, Level G Associates has provided a final 2016 Parking Assessment Report, which summarizes the findings and conclusions, as well as estimates the financial performance of the municipal parking system over the next 20 years, given certain operation parameters, and

WHEREAS, in a memo dated November 29, 2016, the Parking Services Manager recommends that Common Council accept the final 2016 Parking Assessment Report, and

WHEREAS, the Parking Services Manager advises that by accepting the final report does not confirm acceptance of any of the recommendations contained within the report, but rather each recommendation, after being fully vetted by the General Services Committee, shall be presented to the governing body for consideration.

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

1. That it does hereby accept the final 2016 Parking Assessment Report from Level G Associates.
2. The acceptance of this report does not confirm Council's acceptance of any recommendations made within the report, but rather each recommendation, after being fully vetted by the General Services Committee, shall be presented to Council for consideration.

Dated: December 6, 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, December 6, 2016.

City Clerk

# PARKING SERVICES AGENCY

CITY HALL, 512 SPRINGFIELD AVENUE, SUMMIT, NJ 07901

P: 908.522.5100 F: 908.277.2977

PARKING@CITYOFSUMMIT.ORG

WWW.CITYOFSUMMIT.ORG



## MEMORANDUM

To: - Mayor Radest and Members of Common Council

cc: Summit Parking Advisory Committee

From: Rita M. McNany, Parking Services Manager

Date: November 29, 2016

Re: **Resolution to Accept the 2016 Parking Assessment Report by Level G. Associates, LLC.**

Attached is the final 2016 Parking Assessment Report performed by Level G. Associates, LLC. It is requested that Council accept the report as presented.

The acceptance of this report does not confirm that Council is accepting any recommendations made within the report. Each recommendation, after being fully vetted, will be presented to Council for discussion, action or referral.

Thank you for your consideration in this matter.

Attachment: memo-accept 2016 parking assessment report (4566 : Accept Final Parking Assessment Report - Level G. Associates)

# PARKING SYSTEM REVIEW & EVALUATION



## CITY OF SUMMIT, NJ

NOVEMBER 2016



Attachment: memo-accept 2016 parking assessment report (4566 : Accept Final Parking Assessment Report - Level G. Associates)

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\* \* \* \* \*

### LIST OF APPENDICES

Appendix A.1	Occupancy Counts / Thursday / Zone 1
Appendix A.2	Occupancy Counts / Thursday / Zone 2
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Appendix A.4	Occupancy Counts / Saturday / Zone 2
Appendix A.5	Occupancy Count Summaries

## 1. INTRODUCTION

The City of Summit has engaged Level G Associates, parking consultants, for the purpose of reviewing and evaluating parking in the City of Summit. This report summarizes our findings and conclusions and provides estimates of the financial performance of the municipal parking system over the next 20 years given certain operational parameters.

### Background

Like many cities and towns with active and successful downtown business districts, the City of Summit struggles with balancing the diverse parking needs of its residents, commuters, workforce, downtown shoppers / visitors, and the business community. In response to this the City has undertaken a number of parking studies and implemented a number parking programs and policies designed to address these needs.

### Purpose and Scope of Report

The purpose of this assignment is to review previously prepared reports, review regulations and programs of the municipal parking system, conduct evaluations, and render our findings and conclusions. This has been accomplished via completion of the following scope of work:

1. Review previously submitted reports and documents pertaining to parking, traffic, circulation, or economic development in downtown Summit;
2. Conduct occupancy counts of the City's off-street parking facilities and on-street meters at 8AM, 10AM, 12 Noon, 2PM, 4PM, 6PM, 8PM and 10PM on a typical weekday and typical Saturday;
3. Review and evaluate the City's parking policies, regulations and programs to determine their effectiveness in meeting the unique parking requirements of downtown Summit;
4. Evaluate regulatory ordinances, standards and laws concerning parking and determine how they can be consistent, and whether or not they are consistent, with best parking management practices;
5. Evaluate established rates, such as at the De Forest lots and their use for long term parking, and make recommendations based upon current or future parking demand. The forecasting of rates will be incorporated into broader financial projections;
6. Evaluate the potential impacts of evolving technologies such as self-driving cars on future parking supply and demand;

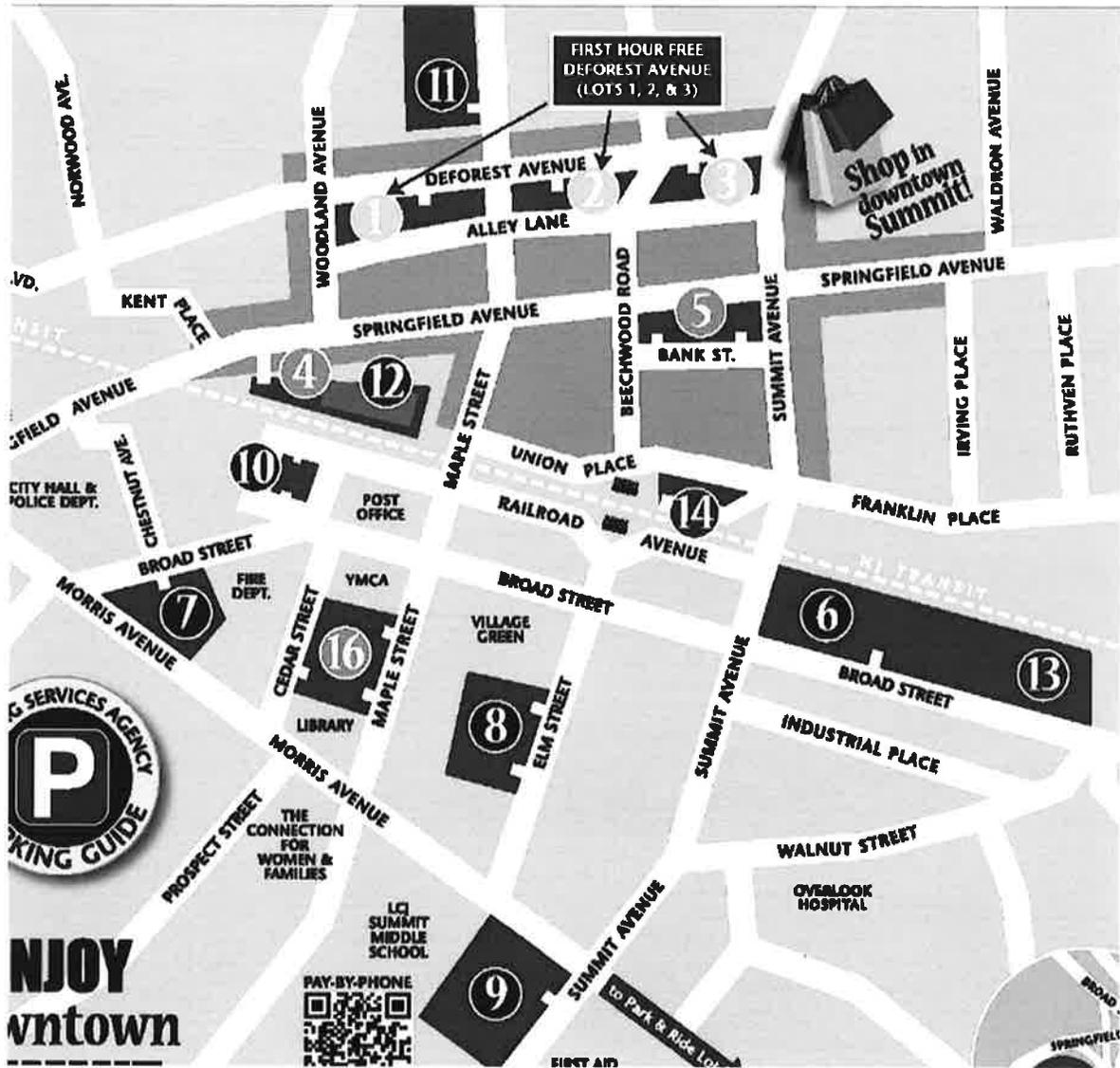
7. Evaluate the useful life of parking structures based on available information, including tiered garages, and recommend optimal uses for the parking structures;
8. Review current rates and determine a 20-year plan of rate structures to meet current and future expenditures and capital projects;
9. Describe recent parking system upgrades, programs, developments, or projects / proposals and provide an estimation of their economic impacts on the parking system;
10. Preparation of a 20 year pro forma detailing the projected performance of the municipal parking system using generally acceptable accounting principles and taking into account a series of assumptions consistent with recommendations and/or industry standards.

Please refer to Figure 1, next page, for a map depicting the Summit parking system.

### Acknowledgements

We are indebted to Mr. Michael Rogers and Ms. Rita Mc Nany for providing insight and background information that were essential to the preparation of this report.

FIGURE 1 – SUMMIT MUNICIPAL PARKING SYSTEM



Attachment: memo-accept 2016 parking assessment report (4566 : Accept Final Parking Assessment Report - Level G. Associates)

## 2. DOCUMENT REVIEW

We reviewed numerous documents supplied by the city including but not limited to; parking inventory, parking ordinances, parking resolutions, financial reports, parking garage condition surveys, and others. In addition, we reviewed four studies that were prepared within the past seven years. They are:

Title: Downtown Improvement Plan / Parking Analysis & Recommendations  
 By: Burgis Associates  
 Year: 2014

Title: Parking Expansion Studies  
 By: Desman Associates  
 Years: 2010 and 2015

Title: Downtown Parking Assessment Study  
 By: Desman Associates  
 Year: 2009

Table 1A and 1B, shown on the following two pages, summarize the findings and recommendations included in these reports. A synopsis of the key findings and takeaways of these reports is provided below.

*Parking Space Deficit* - After augmenting and adjusting key figures developed in previous reports the Desman (2009) report estimates a downtown parking deficit of about 450 parking spaces and the Burgis report estimates a downtown parking deficit of about 500 spaces. Based on our occupancy counts and observations of parking conditions in downtown Summit we believe these estimates are accurate if the City wishes to maintain a business environment that will attract new investment and development in the downtown district. If the city wanted to simply fix the current parking deficit without creating an environment that will support any growth or attract new investment we believe a parking program that adds 225 to 250 spaces would suffice.

Using parking inventory provided by the city plus estimates developed by Desman, Burgis and the Institute of Transportation Engineers the following parking supply / demand summary is estimated for downtown Summit:

**TABLE 1A  
SUMMARY OF PAST PARKING REPORTS  
DESMAN ASSOCIATES / 2009 & 2010**

REPORT	PRIMARY CONCLUSIONS / RECOMMENDATIONS	COMMENTS / TAKEAWAYS																												
DESMAN - 2009	Estimated parking deficit = Needed to achieve 15% vacancy	60	The estimated deficit is 446 when the loss of 157 spaces in K-Lot is removed																											
	Impact of Development	292																												
	Impact of FAR increase	109																												
	Commuter shortage	<u>136</u>																												
	TOTAL	597																												
	Recommended On-Street Meter Regs	2 hr limit M-F / 8a-8p Sat / 9a-8p	Not implemented per SPAC / City Council																											
	Increase Parking Enforcement Staff	3FT to 5FT	Current total of 2FT and 2PT																											
	After De Forest Lots gates are installed increase Springfield meters	50¢ to \$1.00/HR	Not implemented																											
Increase OT parking fine	\$21 to \$25	Implemented																												
Replace permits / stickers with prox cards & multi-space meters (MSM)		MSM implemented; Prox cards not implemented per SPAC / City Council																												
Wayfinding sign system		Currently underway																												
Hire a FT Parking Administrator & FT Financial Analyst		Manager implemented; Bookkeeper implemented																												
DESMAN - 2010	<p>Analysis of 3 sites for parking deck development; includes functional plans</p> <p>Summary of findings (Cost adjusted by Level G Associates)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>Add Two (2) Levels To Tier Garage</th> <th>Park &amp; Rail Deck</th> <th>PO Lot Garage (Scheme B)</th> </tr> </thead> <tbody> <tr> <td>Estimated Construction Cost (2010)</td> <td>\$4,900,000</td> <td>\$2,200,000</td> <td>\$9,600,000</td> </tr> <tr> <td>Estimated Construction Cost (2017)</td> <td>\$5,782,000</td> <td>\$2,596,000</td> <td>\$11,328,000</td> </tr> <tr> <td>Soft Costs at 20%</td> <td>\$1,156,400</td> <td>\$519,200</td> <td>\$2,265,600</td> </tr> <tr> <td>Total Developmental Cost</td> <td>\$6,938,400</td> <td>\$3,115,200</td> <td>\$13,593,600</td> </tr> <tr> <td>Net Parking Gain</td> <td>160</td> <td>27</td> <td>296</td> </tr> <tr> <td>Cost Per Net Space Gained</td> <td>\$43,365</td> <td>\$115,378</td> <td>\$45,924</td> </tr> </tbody> </table> <p><u>Comments / Takeaways</u></p> <p>The report does not consider lower cost but effective parking expansion strategies such as re-striping parking lots, adding angle parking on streets, or expanding existing parking lot footprints to lessen the burden of building expensive structured parking.</p>			Add Two (2) Levels To Tier Garage	Park & Rail Deck	PO Lot Garage (Scheme B)	Estimated Construction Cost (2010)	\$4,900,000	\$2,200,000	\$9,600,000	Estimated Construction Cost (2017)	\$5,782,000	\$2,596,000	\$11,328,000	Soft Costs at 20%	\$1,156,400	\$519,200	\$2,265,600	Total Developmental Cost	\$6,938,400	\$3,115,200	\$13,593,600	Net Parking Gain	160	27	296	Cost Per Net Space Gained	\$43,365	\$115,378	\$45,924
	Add Two (2) Levels To Tier Garage	Park & Rail Deck	PO Lot Garage (Scheme B)																											
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Attachment: memo-accept 2016 parking assessment report (4566 : Accept Final Parking Assessment Report - Level G. Associates)

**TABLE 1B  
SUMMARY OF PAST PARKING REPORTS  
BURGIS 2014 & DESMAN 2015**

REPORT	PRIMARY CONCLUSIONS / RECOMMENDATIONS	COMMENTS / TAKEAWAYS																				
DESMAN - 2015	A summary of flat floor parking deck configurations on De Forest Lots 1, 2, and 3	Very limited scope. Does not explore sloping floor concepts or mixed use development potential of the various sites.																				
BURGIS - 2014	<p>Part 1 - A reference book estimate of CBD parking demand utilizing factors published by Urban Land Institute and Institute of Transportation Engineers</p> <p>Calculated CBD parking demand summary:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 80%;">Employees</td> <td style="text-align: right;">2089</td> </tr> <tr> <td>Shoppers / Visitors</td> <td style="text-align: right;"><u>1171</u></td> </tr> <tr> <td><b>TOTAL</b></td> <td style="text-align: right;"><b>3260</b></td> </tr> <tr> <td>Parking Provided in Private Lots</td> <td style="text-align: right;"><u>(824)</u></td> </tr> <tr> <td>Municipal supply needed (not including commuters)</td> <td style="text-align: right;">2436</td> </tr> </table>	Employees	2089	Shoppers / Visitors	<u>1171</u>	<b>TOTAL</b>	<b>3260</b>	Parking Provided in Private Lots	<u>(824)</u>	Municipal supply needed (not including commuters)	2436	<p>Estimated commuter demand: 0.21 cars per daily boarding = 0.21 x 3933 = 826</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 80%;">Burgis demand</td> <td style="text-align: right;">2436</td> </tr> <tr> <td>Commuter demand</td> <td style="text-align: right;"><u>826</u></td> </tr> <tr> <td><b>Total Demand</b></td> <td style="text-align: right;"><b>3262</b></td> </tr> <tr> <td>Municipal supply</td> <td style="text-align: right;"><u>(2766)</u></td> </tr> <tr> <td><b>Re-Calculated Deficit</b></td> <td style="text-align: right;"><b>496</b></td> </tr> </table>	Burgis demand	2436	Commuter demand	<u>826</u>	<b>Total Demand</b>	<b>3262</b>	Municipal supply	<u>(2766)</u>	<b>Re-Calculated Deficit</b>	<b>496</b>
	Employees	2089																				
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<b>Total Demand</b>	<b>3262</b>																					
Municipal supply	<u>(2766)</u>																					
<b>Re-Calculated Deficit</b>	<b>496</b>																					
<p>Part 2 - General observations and recommendations</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Reduce Broad Street meter time limit</td> <td style="width: 10%;">5HR to 3HR</td> <td style="width: 40%;">Not implemented</td> </tr> <tr> <td>Reduce De Forest Street meter limit</td> <td>5HR to 3HR</td> <td>Not implemented</td> </tr> <tr> <td>Add 15 minutes "Express Park" meters on streets</td> <td></td> <td>Implemented</td> </tr> <tr> <td>Increase De Forest Lots free parking threshold</td> <td>30 min to 1HR</td> <td>Implemented</td> </tr> <tr> <td>Improve Lot identification, wayfinding signage, access routes, aesthetics</td> <td></td> <td>Planning Stages</td> </tr> </table>	Reduce Broad Street meter time limit	5HR to 3HR	Not implemented	Reduce De Forest Street meter limit	5HR to 3HR	Not implemented	Add 15 minutes "Express Park" meters on streets		Implemented	Increase De Forest Lots free parking threshold	30 min to 1HR	Implemented	Improve Lot identification, wayfinding signage, access routes, aesthetics		Planning Stages							
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	Parking Supply	Parking Demand	Surplus or (Deficit)
Employee / Commuter	1,719	2,346	(627)
Shopper / Visitor	1,047	877	170
Totals	2,766	3,223	(457)

Many of the conclusions and recommendations contained in this report regarding the current accommodation of local parking needs are based on this summary.

In addition to providing estimates of parking space deficits, the previous studies included a number of recommendations designed to improve parking conditions and / or the delivery of parking services. The following is a summary of these recommendations.

#### Recommendations that have been IMPLEMENTED

- Increase overtime parking fine from \$21 to \$25
- Replace Single-Space meters with Multi-Space meters in parking lots
- Hire a full time Parking Administrator
- Add 15 Minute limit “Express Park” meters on streets
- Increase De Forest Lots free parking threshold from 30 minutes to 60 minutes
- Hire a Financial Analyst / Bookkeeper
- Reduce Railroad Avenue time limits from 5-Hour to 3-Hour time limit

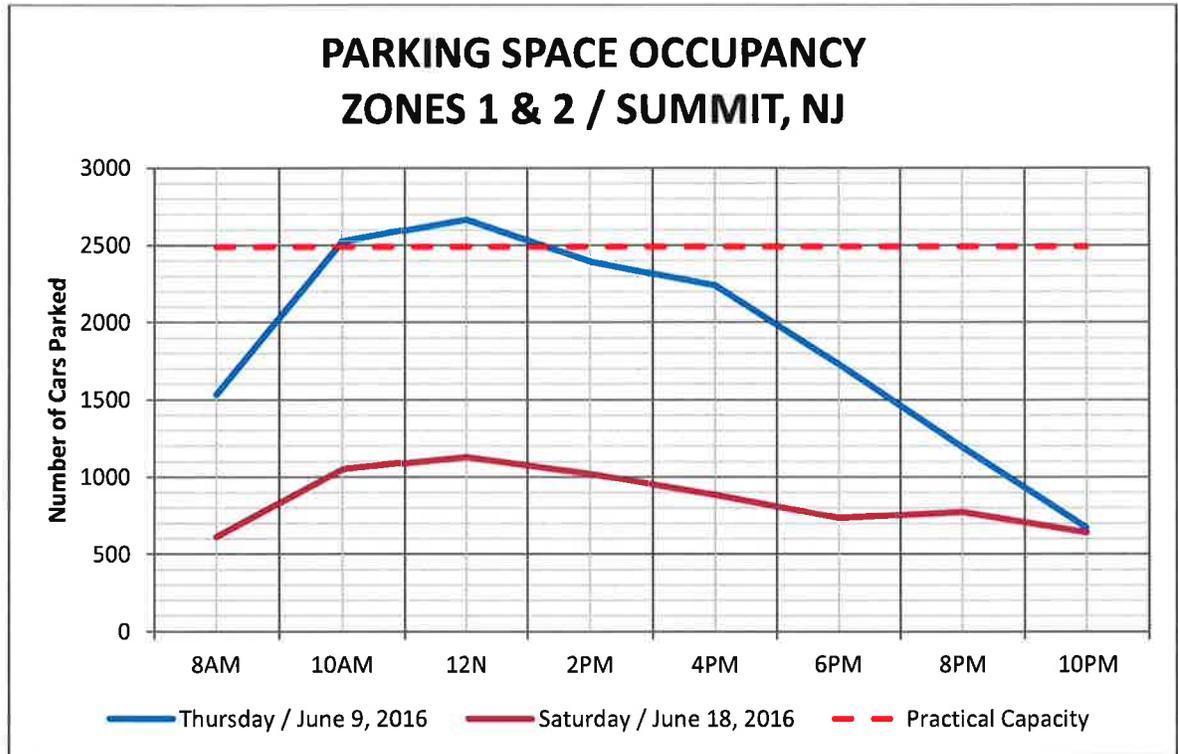
#### Recommendations that have NOT been IMPLEMENTED

- Implement a 2-Hour time limit for all on-street meters in the CBD
- Extend paid parking / enforcement operating hours from 6PM to 8PM
- Implement an AVI / Proximity Card system to control monthly parking
- Reduce Broad Street and De Forest Street time limits from 5-Hour to 3-Hour time limit

In 2012 the city formed the Summit Parking Advisory Committee (SPAC) to evaluate the Desman reports and develop their own recommendations. The SPAC effort resulted in the development of the current De Forest shopper lots, merchant validation program, and the parking “ambassador” program.

### 3. PARKING SPACE OCCUPANCY COUNTS

The parking consultant conducted occupancy counts of the city’s off-street parking facilities and on-street meters in the central business district at 8AM, 10AM, 12 Noon, 2PM, 4PM, 6PM, 8PM and 10PM on Thursday June 9, 2016 (a typical weekday) and June 18, 2016 (a typical Saturday). The overall results of these counts are illustrated below.



The 90% parking space occupancy level is a significant threshold in parking program planning and design. Because of the constant in-flow and out-flow of vehicles, improperly parked vehicles and typical vacancies in handicap parking areas a parking supply can be reasonably expected to accommodate a “practical capacity” of about 90%.

As indicated, overall peak parking demand in downtown Summit occurs at 12 Noon on a typical weekday. At this time, 2,667 cars were parked in 2,766 parking spaces – an occupancy rate of 96.4%. This parking demand level (2,667) is 178 cars higher than the “practical capacity” of the parking supply (2,489).

For the purposes of analysis and useful comparison the parking study area was divided into two sections:

Zone 1: North of the railroad tracks – 1,267 total spaces  
 324 on-street spaces  
 943 off-street spaces

Zone 2: South of the railroad tracks – 1,499 total spaces  
 277 on-street spaces  
 1,222 off-street spaces

A complete set of tables that break down the occupancy counts on a “per zone”, “per block side” and “per facility” basis is provided in Appendices A.1 through A.5. Some interesting parking patterns to be learned from the counts are listed below.

- On-street parking spaces in Zone 1 exhibited the highest occupancy levels in the CBD. At 12 noon on Thursday 6/9/16 there were 345 cars parked in 324 on-street spaces, an occupancy rate of 106.5%;
- Peak parking observations on Saturday also occurred at 12 noon but were significantly lower than the Thursday peak count (40.9% versus 96.4% overall occupancy);
- There is a significant occupancy decrease in 5-Hour limit meters in sections of Elm and Broad Streets in Zone 2 between 12 noon and 2pm. Over the same time period there is a 25.5% increase in parking occupancy in De Forest Lots 1 and 2;
- The evening (8PM) parking occupancy levels are 55.3% lower than the daytime (12N) peak on a weekday but only 31.7% lower than the daytime peak on a Saturday.

#### 4. REVIEW OF PARKING REGULATIONS & POLICIES

The city maintains a wide variety of parking rules, regulations, restrictions, programs, and payment options. Many of these have been implemented to serve the needs of specific user groups such as:

- Downtown shoppers / visitors;
- Takeout / Other short duration parking activity;
- Downtown employees;
- Commuters;
- Summit residents; and
- Library / YMCA patrons.

Table 2A and 2B, next two pages, describe these regulations and policies for on-street parking (Table 2A) and off-street street parking facilities (Table 2B). These tables also include our observations as to whether or not each regulation or policy is meeting local needs and is consistent with industry best practices.

A number of these initiatives are not meeting local needs because parking demand exceeds the parking supply. Most of the initiatives are in alignment with industry best practice but a few are not. These are identified in the tables.

Table 3, page 13, is a matrix that summarizes parking programs, policies, and payment options at each municipal parking facility.

**TABLE 2A  
PARKING REGULATIONS & POLICIES**

**ON-STREET PARKING  
CITY OF SUMMIT, NJ**

Regulation	Capacity	Control	Rate	Rate (Hourly)	Description	Meeting Local Needs?	Consistent With Best Practice?
15 Minute Time Limit	26	SSM	25¢ = 15 min	\$1.00	15 minute limit meters are placed in selected areas to accommodate "in and out" parking trips and promote parking space turnover.	Yes. These meters are very well utilized.	Yes
30 Minute Time Limit	7	SSM	25¢ = 30 min	50¢	30 minute limit meters are located along Railroad Avenue near the Post Office to accommodate typical customer transactions and promote parking space turnover.	Yes. These meters are very well utilized during typical Post Office peak periods.	Yes
90 Minute Time Limit	255	SSM	25¢ = 30 min	50¢	90 minute limit meters are located in the CBD core. Municipalities wisely employ a 90 minute time limit in areas where a 1 hour time limit is too short (not long enough for a sit down lunch) and a 2 hour limit is too long (invites meter feeding employees).	Yes. These meters are very well utilized.	Time Limit - Yes. Rate - No (should be = to or higher than convenient off-street spaces)
"Free" 15 minute limit button / 90 minute meters	Not Provided	SSM	N/A	N/A	Special pushbutton on 90 minute meters provide 15 minutes of free parking when pushed if meter time is at "0".	Yes.	Typically not seen where 15 minute "pay" meters are deployed in same area.
3 Hour Time Limit	57	SSM	25¢ = 30 min	50¢	3 hour limit meters are typically situated just outside of the CBD core to accommodate longer term parking trips such as business meetings or salon appointments.	Yes. These meters are very well utilized.	Time Limit - Yes. Rate - No (should be = to or higher than off-street)
5 Hour Time Limit	198	SSM	25¢ = 30 min	50¢	5 hour limit meters are seldom found on streets in a CBD setting as it is too short to accommodate an "all day" employee but too long to accommodate most shopper / visitor parking trips. They can easily accommodate local employees who move their car at lunch break.	No. Data suggests downtown employees are utilizing a number of these spaces in the morning then moving their cars to other areas after lunch.	No. Recommend converting selected spaces to longer term employee parking while changing a selection of 5HR meters to 3HR limit as suggested in the Burgis report. Coordinate with parking deck and re-striping initiatives.
12 Hour Time Limit	30	SSM	25¢ = 30 min	50¢	12 hour limit meters are typically situated on the outskirts of the CBD or near rail stations to accommodate local CBD employee or commuter parking activity, respectively.	No. More long term meters are needed.	Yes
On-Street Permit Parking (Green Bags)	29	Bagged SSM / Bar Coded Stickers / Pre-Paid Parking	\$4/day	Translates to about 45¢/HR for a 9 HR parking duration	Bagged spaces are for use only by vehicles with employee permit stickers that are available for \$10. However, daily fees (currently \$4 per day) apply.	No. Demand for these spaces will increase significantly if/when on-street meter rates are increased to \$1.00/HR.	Yes.

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**TABLE 2B  
PARKING REGULATIONS & POLICIES  
OFF-STREET PARKING  
CITY OF SUMMIT, NJ**

Regulation / User Group(s)	Capacity	Control	Rate	Rate (Hourly)	Description	Meeting Local Needs?	Consistent With Best Practice?	Comments
Dedicated Employee Parking	665 in 4 separate facilities.	Bar Coded Stickers / Pay Stations	\$4/day	Translates to about 45¢/HR for a 9 HR parking duration	Dedicated spaces are for use only by vehicles with employee permit stickers that are available for \$10. However, daily fees (currently \$4 per day) apply.	No. If Burgis estimates are correct there are 1,235 employees using the municipal parking supply.	Yes	Employee designation protects spaces that may otherwise be taken by early arriving commuters.
Shared Resident Commuter (Daily)/ Resident Commuter (Pre-Paid) / Employee (Daily) Parking	733 in 5 separate facilities.	Bar Coded Stickers / Pay Stations	\$4/day	Translates to about 45¢/HR for employees (9HR parking duration) and 33¢/HR for commuters (12 HR parking duration)	Dedicated spaces are for use only by vehicles with employee permit stickers or resident commuter stickers that are available for \$10. However, daily fees (currently \$4 per day) apply. Summit Residents may also purchase "Pre-Paid" permits for \$80/MO that allow them to park without using the Pay Station.	No. If Burgis and ITE estimates are correct there are 2,073 commuters & employees using the municipal parking supply.	Yes. The shared parking supply maximizes utilization and access.	
Public Parking / Shoppers / Visitors	389 in 5 separate facilities	Pay Stations	25¢ = 15 min	\$1.00 Graduated rate structure in De Forest shopper lots.	Public parking available on a first come - first served basis. First hour is FREE In 2&2 of the 389 spaces in this category.	Yes. If Burgis and ITE estimates are correct there are only about 600 Shoppers / Visitors using the municipal parking supply during peak periods. The City features 1048 Shopper / Visitor oriented parking spaces*	Yes. Time limits and pricing structures discourage long term usage.	Maneuvering to ticket dispensers and readers in De Forest lots is difficult for some drivers & vehicles causing occasional back-ups. No reservoir capacity. Advantages: No ticketing or enforcement req'd.
Unrestricted Commuter Oriented	216 + Valet in 2 separate facilities	Pay Stations	\$10/day	Translates to about 83¢/HR for commuters (12 HR parking duration)	Public parking available on a first come - first served basis.	No. Demand is significantly higher.	Pricing - Yes. Valet - Yes.	The expansion of this "high revenue" parking supply may help finance a new parking structure.
Library / YMCA Oriented	101 in 1 facility	Pay Stations	25¢ = 40 min	37.5¢	Short term public parking available on a first come - first served basis.	No. The facility exceeds 100% capacity at 10AM weekdays.	Time Limit - Yes. Pricing - No.	The cause and possible solutions to the 10AM parking problem should be examined / add parking in area?

\* This suggests that most of the 5 Hour limit spaces plus a number of other spaces intended for Shoppers & Visitors are being utilized by downtown employees.

**TABLE 3  
PARKING PAYMENT OPTIONS  
CITY OF SUMMIT, NJ**

Lot	Description	Cash	Credit Card	Smart Card	Park Mobile	1-Day Scratch Pass	Chaser Ticket	Corp Code	Pre-Paid Permit	Access Permit Req'd	Summit Residents Only	Employee Only	Shared Employee Resident	Overnite Resident Permit	Purchase Permit Online	First Hour Free	First 15 Min Free	Saturday Free
1	Park & Shop No. 1	•	•		•		•									•		
2	Park & Shop No. 2	•	•		•		•									•		
3	Park & Shop No. 3	•	•		•		•							•	•	•		
4	Tier Garage - Grade Level	•	•		•									•	•			
5	Bank Street Lot	•	•		•									•				
6	Broad Street Garage	•	•		•	•		•	•	•			•	•				•
7	Chestnut Avenue Lot	•	•		•	•		•	•	•			•	•	•			•
8	Elm Street Lot	•	•		•	•		•	•	•			•		•			•
9	Sampson Lot	•	•		•	•		•	•	•			•	•	•			•
10	Railroad Ave / PQ Lot	•	•		•	•		•	•	•		•						•
11	Maple Street "K" Lot	•	•		•	•		•	•	•		•		•	•			•
12	Tier Garage - Upper Levels	•	•		•	•		•	•	•		•						•
13a	Broad Street East Lot - 120 Spaces	•	•		•													•
13b	Broad Street East - 60 Spaces	•	•		•			•	•	•	•		•		•			•
14	Park & Rail Lot	•	•		•													•
15	Bus Park & Ride Lot	•	•		•				•						•			
16	YMCA / Library Lot	•	•		•													
	On-Street Meters	•		•	•													
	On-Street Meters - 90 min	•		•	•												•	
	On-Street Meters - Bagged								•			•						

## 5. EVOLVING TRENDS & TECHNOLOGIES

The City of Summit is one of the national leaders in efforts to reduce local parking demand by offering subsidized rides by a transportation networking service, in this case Uber. The city recently approved a six month program where users would be charged \$2 per ride, from points within the City of Summit, to and from the Summit Train Station. The resulting \$4 round trip charge is identical to resident daily fees for parking at the train station and the hope is that regular resident commuters will utilize the new service rather than driving themselves and dealing with train station parking every day. If the program is successful, the city will subsidize up to 100 commuter round trips per day.

One of the primary goals of this “virtual parking garage” program is to reduce existing commuter parking demand by up to 100 cars per day. Until the program has been operational for several months it will not be possible to determine the actual impact.

There are a number of other trends identifiable today and expected to continue into the upcoming planning horizon that are expected to reduce future train station parking demand.

*Bicycle Use & Programs* - Bicycle use continues to increase for commuter trips to and from train stations further reducing commuter parking demand. This can be attributed to the significant construction of bike lanes and bike parking facilities that has occurred over the past decade, much due to federal and state funding programs that continue to be supported and authorized. The inset photo was taken at the Scarsdale (NY) train station by Level G Associates as part of a 2015 parking study.



*Connected / Autonomous Vehicles* – Uber’s business model already includes a significant shift to driverless vehicles happening in 15 to 20 years. Bloomberg Business estimates that this technology will be significant enough to make a difference in the transportation economy by 2030 and will have a transformative effect by 2040. These driverless coaches are projected to be quite affordable and could easily make many “station cars” obsolete.

*Retiring Baby Boomers* - The United States Bureau of Labor Statistics predicts flat to weak employment growth nationwide averaging out to about 0.7% per year between 2020 and 2050 as waves of Baby Boomers retire and leave the workforce.

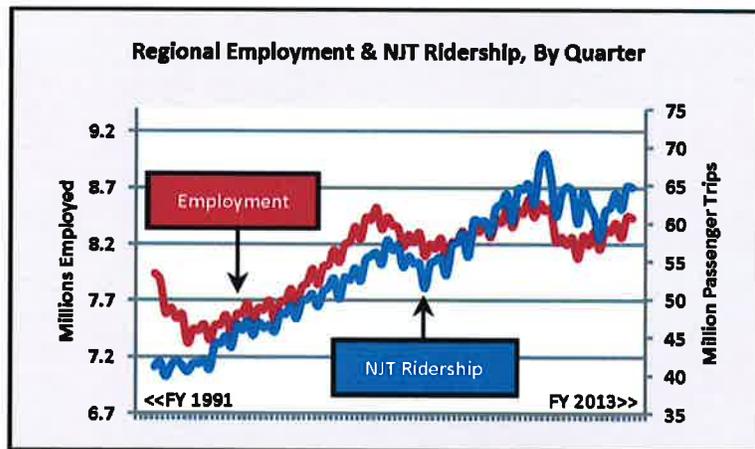
*Millennial Generation* – It is clear that Millennials are embracing the Sharing Economy and will continue to fuel the growth of companies like Lyft, Uber and Airbnb for years to come.

All the above trends are likely to impact parking facilities serving the Summit train station including the Broad Street Garage (491 spaces), Broad Street East Lot (180 spaces); Lot 7 (59 spaces); Lot 8 (123 spaces); Lot 9 (60 spaces); and Lot 14 (36 spaces).

Train Station Parking Demand

The Summit train station is the 10<sup>th</sup> busiest in New Jersey with average daily boardings (ADB) of 3,933 per day (source: NJ Transit). The Institute of Transportation Engineers’ widely referenced publication “Parking Generation – 4th Edition” indicates an 85th percentile value for “Peak Parking Versus Daily Boardings” of 21% at light rail transit stations. A recent parking study by Level G Associates at the Morristown train station indicated a peak commuter parking factor of 19%. Therefore, it is estimated current commuter parking demand at the Summit train station is probably about 20% of average daily boardings or 787 spaces (3,933 ADB x 20% = 787).

The following graph is from a quarterly report of ridership trends published by NJ Transit in 2013. Based on this graph it is evident that there is a clear correlation between NJ Transit Ridership and regional employment.



The catchment area of the Summit train station is primarily located in Union County. Current employment projections prepared by the New Jersey Department of Labor indicate that

employment in Union County is projected to grow at an average rate of 0.8% per year between now and 2022.

Table 4, below, is a 30 year projection of Summit train station parking demand that attempts to quantify the impacts of regional employment growth, “virtual parking” / ridesharing, and autonomous vehicles.

**TABLE 4 – PROJECTED COMMUTER PARKING DEMAND (CUMULATIVE) / SUMMIT, NJ**

Year	Base (Existing) Demand	New Parking Demand From Regional Employment Growth (Constrained)	Net Parking Demand Reduction From "Virtual Parking"	Parking Demand Reduction From Autonomous Vehicles	Projected Train Station Parking Demand Total
2016	787	0	-10	0	777
2017	787	3	-25	0	765
2018	787	6	-45	0	748
2019	787	9	-47	0	749
2020	787	12	-50	0	749
2021	787	15	-52	0	750
2022	787	18	-55	0	750
2023	787	21	-57	0	751
2024	787	24	-60	0	751
2025	787	27	-63	0	751
2026	787	30	-66	0	751
2027	787	33	-70	0	750
2028	787	36	-73	0	750
2029	787	39	-77	0	749
2030	787	42	-81	-5	743
2031	787	45	-75	-15	742
2032	787	48	-65	-30	740
2033	787	51	-50	-45	743
2034	787	54	-40	-60	741
2035	787	57	-35	-70	739
2036	787	60	-30	-80	737
2037	787	63	-30	-90	730
2038	787	66	-30	-100	723
2039	787	69	-30	-110	716
2040	787	72	-30	-120	709
2041	787	75	-30	-130	702
2042	787	78	-25	-140	700
2043	787	81	-25	-150	693
2044	787	84	-25	-160	686
2045	787	87	-25	-170	679
2046	787	90	-25	-180	672

As indicated, it is estimated that regional employment and transportation trends could reduce current train station parking demand from about 787 cars to 672 cars over the next 30 years.

There are currently 889 parking spaces in downtown Summit that can be used for commuter parking and it is likely this number will be reduced as the described trends begin to emerge. This phenomenon would have the beneficial effect of creating additional parking opportunities for downtown shoppers, employees and/or non-resident parkers.

## 6. REVIEW OF PARKING RATES

Normally, a review of downtown parking rates would include a discussion of how parking fees can be adjusted to alter unhealthy parking patterns in a business district. For example, in many business districts centrally located convenient parking spaces are filled to capacity with employee and shopper cars while less convenient perimeter parking spaces go unused because employees and other parkers have not been priced or enforced out of the convenient shopper spaces. However, the ability to accomplish these shifts through pricing or enforcement is limited in Summit because there are few available spaces, even on the perimeter, to accommodate the shift.

Therefore, if pricing strategies are employed to open up parking spaces in downtown Summit, the displaced users would either be shifted to private or remote parking areas and/or alternate modes of transportation such as ridesharing, carpooling, or the city's new "virtual parking garage" program.

Table 5, next page, compares parking rates in downtown Summit with parking rates in Westfield and Morristown. These municipalities were selected to illustrate various parking space management strategies. They are:

Westfield – Parking fees are virtually "flat" across the board for hourly and daily parking (50¢ per hour) on the streets and in the parking lots. Permits are limited to residents and downtown employees and there are waiting lists for both varieties. The on-street parking time limit is 2 hours in the CBD but there are a few 9-hour limit meters and permit spaces located on the fringes of the CBD for downtown employees. The CBD parking lots use pay stations and offer 4-hour limit parking to accommodate longer shopper and visitor trips but there some 9-hour limit spaces in two CBD lots. Train station lots are "permit parking" only and are shared by commuters and downtown employees. These permit holders do not pay a daily parking fee. Permit issuance is limited so permit holders can always find a space.

Morristown – Parking fees are higher on the streets (\$1.00 per hour) than in the parking lots (50¢ per hour) for short term hourly parking. Short term parking in the 3 parking garages is \$1.50 per hour. Many lots and garages offer both hourly and permit parking. Permit fees are custom priced based on location. With the exception of the train station lot, there is no distinction or price differential between resident or non-resident permits. The on-street parking time limit in the CBD is either 90 minutes or 2 hours but there are a few 18-hour limit meters located on one street near the train station. Most parking lots have pay stations and

**TABLE 5**  
**PARKING RATE COMPARISON / NJ COMMUNITIES**  
 RATES AS OF SEPTEMBER 2016

	Summit	Westfield	Morristown
<b>On-Street Meters</b>			
15 minutes	\$1.00 / Hr		
30 minutes	\$0.50 / Hr		\$1.00 / Hr
1 hour			\$1.00 / Hr
90 minutes	\$0.50 / Hr		\$1.00 / Hr
2 hours		\$0.50 / Hr	\$1.00 / Hr
3 hours	\$0.50 / Hr		
5 hours	\$0.50 / Hr		
9 hours		\$0.50 / Hr	
12 hours	\$0.50 / Hr		
18 hours			\$0.75 / Hr
On-Street Permits		\$70 / Mo	
<b>Shopper / Visitor Lots / Short Term</b>			
Hourly Rate	\$1.00	\$0.50 / Hr	\$0.50 / Hr
<b>Special Lot / Short Term</b>			
Hourly Rate (Library / YMCA)	\$0.375		
<b>Shopper / Visitor Lots / Long Term</b>			
1st Hour	Free	\$0.50 / Hr	\$1.50 / Hr
1 Hour to 3 Hours			\$1.50 / Hr
3 Hours to 8 Hours			\$2.00 / Hr
1 Hour to 5 Hours	\$1.00 / Hr		
5 Hours to 6 Hours	\$5.00 / Hr		
6 Hours to 7 Hours	\$2.00 / Hr		
7 Hours to 8 Hours	\$8.00 / Hr		
8 Hours or more	\$5.00 / Hr		\$2.50 / Hr
<b>Commuter Parking</b>			
Resident Daily	\$4.00	\$5.00	\$5.00
Resident Monthly	\$80.00		\$50.00
Resident Quarterly	\$228.00		
Resident Semi-Annual		\$420.00	
Resident Annual	\$864.00	\$696.00	
Non-Resident Daily	\$10.00		\$5.00
Non-Resident Monthly	\$200.00		\$85.00
Non-Resident Quarterly	\$600.00		
Non-Resident Annual	\$2,400.00		
<b>Employee Parking</b>			
Employee Daily	\$4.00	\$0.50 / Hr (\$4.50 for 9 Hrs)	\$0.50 / 1.5 Hr (\$3.00 for 9 Hrs)
Off-Street Visitor Daily Parking Pass	\$6.00		
Employee Monthly	\$80.00		\$35.00 to \$100.00 / Mo Depending on Location
Employee Quarterly	\$228.00		
Employee Semi-Annual		\$420.00	
Employee Annual	\$864.00	\$696.00	

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offer short term (3 hour limit) and long term (12 hour limit) parking although there are some smaller lots that only offer short term parking. The parking garages are gate controlled and transient (short term and long term) parkers “pull a ticket” at the entrance gate while permit holders use proximity cards to activate the gates. The transient fee is based on duration and is calculated upon exit. The train station lot has a permit area and a pay station area (\$5/ day) and permit holders do not need to pay the meter. Permit issuance is limited so permit holders can always find a space.

Summit - Parking fees are lower on the streets (50¢ per hour) than in the parking lots (\$1.00 per hour) for short term hourly parking. Long term transient parking is only available in the three shopper lots but is discouraged by use of an aggressive graduated fee structure (\$2, \$5, or \$8 per hour). All other parking facilities are tightly controlled for use by downtown employees or commuters who must purchase a pre-paid permit (and not pay the meter) or a general permit (and pay the meter \$4 per day). The on-street parking time limit in the CBD core is mostly 90 minutes however, there are quite a few 3-hour and 5-hour limit on-street spaces conveniently located on the just outside the CBD core. Permit issuance is unlimited so permit spaces are not guaranteed. This structure favors the earliest arriving customers.

As indicated in Table 5, Summit’s parking fees are generally comparable with those in Westfield and Morristown however, Summit’s pricing of “first choice” on-street parking below that of off-street parking is counter to industry recommended / best practice.

The rationale behind this recommended practice is supported by the widely recognized economic principle of supply and demand:

- Low supply + high demand = higher pricing;
- High supply + low demand = lower pricing.

Parking fees that are comparatively low in high demand areas create congestion by encouraging motorists to circle for inexpensive convenient parking and inviting meter feeding by local merchants and employees.

## 7. RECENT PROGRAMS AND DEVELOPMENTS

The City of Summit and the Parking Services Agency have been one among the most progressive in the state when it comes to implementing new parking technology and programs. This includes past programs such as parking pay stations, smart cards and train station valet; recent programs such as pay by phone and on-line purchasing; and new programs such as transportation networking (Uber program), pay by plate and LPR.

The exploration and implementation of new technology and programs to assist in parking system management is a characteristic of high functioning parking systems that should be encouraged and sustained. The following summary restates the programs listed above and the benefits that have resulted:

<b>Parking Pay Stations</b>	Accept credit cards; reduced cash handling; secure collections; improved internal controls
<b>Smart Cards</b>	Pre-paid revenue; customer convenience; merchant participation
<b>Train Station Valet</b>	Increased system capacity
<b>Pay By Phone</b>	Reduced cash handling and collection load; customer convenience
<b>On-line Purchasing</b>	Reduced cash handling; customer convenience
<b>Uber Program</b>	Increased system capacity
<b>LPR</b>	Increased operating efficiency (PEOs cover more ground in less time); reduced parking ticket duties for higher pay scale police officers; high ticket issuance volume (if desired); increased meter compliance
<b>Pay By Plate</b>	Lower maintenance costs; and (if used to replace on-street meters) increased system capacity, enhanced enforcement via LPR, aesthetics, credit card for on-street transactions <sup>1</sup>

<sup>1</sup> Pay-by-plate has been deployed in Hoboken, Collingswood, Fort Lee, West Windsor, and Montclair State University. Pay-by plate has been active and thriving on the streets of Pittsburgh since 2012.

Table 6, next page, is a chart that describes the city's recent parking programs and includes an estimate of the financial impact of each program.

As indicated we have estimated that each new program will result in a net financial benefit to the city.

### Operating Expense

Operating expenses of the Summit Parking Utility (SPU) are expected to be about \$1,633,000 in 2016. This translates to about \$590 per space per year. Parking system expenses in New Jersey generally range between \$300 and \$700 per space per year depending on the size and complexity of the system. Based on the complexity and range of products offered by the Summit Parking Utility the operating expense metric of \$590 per space per year is quite reasonable.

**TABLE 6  
ESTIMATED FINANCIAL IMPACT OF RECENT PROGRAMS  
SUMMIT MUNICIPAL PARKING SYSTEM**

PROGRAM	DESCRIPTION	COMMENTS	FINANCIAL IMPACT
License Plate Recognition (LPR) For Enforcement and Digital Permitting	The city recently expended about \$189,650 to deploy LPR for parking and transfer station enforcement. The system requires an additional \$32,634 per year in back office and hosting costs. LPR cameras will scan the license plates of parked cars to determine if they are parked in violation of parking rules and regulations. The system can also be used to replace parking permits or stickers. The city intends to utilize LPR for enforcement, digital permitting, and residential parking enforcement. In the future, the system will be used to enforce "Pay by plate" metering.	LPR for parking enforcement and digital permitting is a growing national trend that is expanding as competition in the market has increased accessibility and lowered costs. The use of LPR will improve the efficiency of enforcement operations and the administration of parking permits.	It is clear that LPR will provide operating efficiency to the city because parking enforcement officers will be able to cover more ground and permit issuance will be less labor intensive. Financial impacts include: less police with parking enforcement duties; more tickets issued; increased compliance at meters due to increased enforcement. Cost Benefit Ratio (CBR) Estimate = 1.4*
Pay By Plate	Pay by plate is a parking revenue control method where parking transactions are linked to license plate numbers provided by customers via smartphone or at a parking pay station.	The industry is moving away from "Pay by space" (where customers enter space numbers) and toward "pay by plate". There are several benefits: 1) the city does not have to maintain painted numbers and signs, 2) parking stall lines can be removed on streets which allows greater capacity, 3) enforcement using LPR, 4) replacing on-street meters with pay stations / pay by plate improves aesthetics, internal controls, and collection efficiency.	Off-Street Estimated CBR = 1.1* On-Street Estimated CBR = 1.2*
Pay By Phone	Parkers use their personal smart phones to conduct parking transactions instead of using pay stations / meters.	Excellent program to offer. Convenience fee is absorbed by City which has fueled popularity / use of (Parkmobile) program. Cost to City is about \$75,000 / year.	Reduces cash handling. Reduces collections & use of pay stations. Customer propensity to increase / maximize purchase when not using cash. Convenience benefit to customers promotes Goodwill.

\* Cost Benefit Ratio (CBR) = Estimated Financial Benefit + Estimated Cost. CBR in excess of 1.0 is considered net positive from a financial perspective.

## 8. PARKING STRUCTURES

### Useful Life

Parking structures in the northeast generally have a useful life of 50 to 60 years. However, a parking structure’s life span can be extended indefinitely with structural replacements and restoration.

The physical science of caring for a parking garage is similar to dentistry. Regular check-ups and a modest amount of routine care will prevent painful, costly and unexpected repairs in the future. A parking garage “preventative maintenance” program includes; sealing decks, replacing caulk, painting, crack repairs, cleaning decks, replacing joints, etc.

In the northeast, where harsh winters and the use of salt to combat ice are common, it is recommended that parking garage owners budget and plan for annual expenditures as part of a regular preventative maintenance program. A regular annual deposit of about \$100 per structured parking space per year should be sufficient to fund this program. Distributions from the fund should be used exclusively for parking garage preventative maintenance, and may be utilized as follows:

- Every Year: Remove oil stains; power wash decks and stair towers; clean and test drainage system;
- Every Two Years: Crack repair program;
- Every Third Year: Rust removal; prime and paint doors, frames, connections, etc;
- Every Fifth or Sixth Year: Seal decks; re-caulk;
- Every Eighth Year: Replace expansion joints.

It is also recommended that the city’s structural engineer conduct simple routine “check-ups” of the city’s parking garages on an annual basis and more detailed inspections as necessary.

The ebb and flow of a parking garage preventative maintenance program for the city’s two parking garages (930 total spaces total) could resemble the following table / schedule:

	Maintenance Fund Deposit	Maintenance Fund Expenditure	Fund Balance*
Year 1	\$ 93,000	\$ 12,300	\$ 80,700
Year 2	\$ 93,000	\$ 15,200	\$ 158,500
Year 3	\$ 93,000	\$ 15,500	\$ 236,000
Year 4	\$ 93,000	\$ 16,400	\$ 312,600
Year 5	\$ 93,000	\$ 175,500	\$ 230,100
Year 6	\$ 93,000	\$ 26,600	\$ 296,500
Year 7	\$ 93,000	\$ 17,500	\$ 372,000
Year 8	\$ 93,000	\$ 243,600	\$ 221,400
Year 9	\$ 93,000	\$ 19,700	\$ 294,700
Year 10	\$ 93,000	\$ 225,300	\$ 162,400
Year 11	\$ 93,000	\$ 19,500	\$ 235,900
Year 12	\$ 93,000	\$ 33,200	\$ 295,700
Year 13	\$ 93,000	\$ 22,500	\$ 366,200
Year 14	\$ 93,000	\$ 435,000	\$ 24,200
Year 15	\$ 93,000	\$ 28,300	\$ 88,900
Totals	\$ 1,395,000	\$ 1,306,100	

\* Does not include accrued interest

The city has expended over \$3 million over the past 7 years for structural repairs and rehabilitation of its two parking garages. It is likely that these costs could have been avoided or greatly reduced had the city employed a preventative maintenance program like the one described above.

### Optimal Use

As indicated in Section 2 there is a shortage of employee / commuter parking in downtown Summit. Because the Broad Street Garage and Tier Garage are both operated to serve these user groups Level G Associates believes they are being optimally utilized. The use of the ground level of the Tier Garage for shopper / visitor parking provides important short term parking for local businesses and should be preserved.

## 9. RECOMMENDED PROGRAM PLAN

We have developed the following 8-point parking program plan based on a review of past studies and documents, data collection, and our experience in similar cities and communities.

**TABLE 7 – RECOMMENDED PROGRAM PLAN**

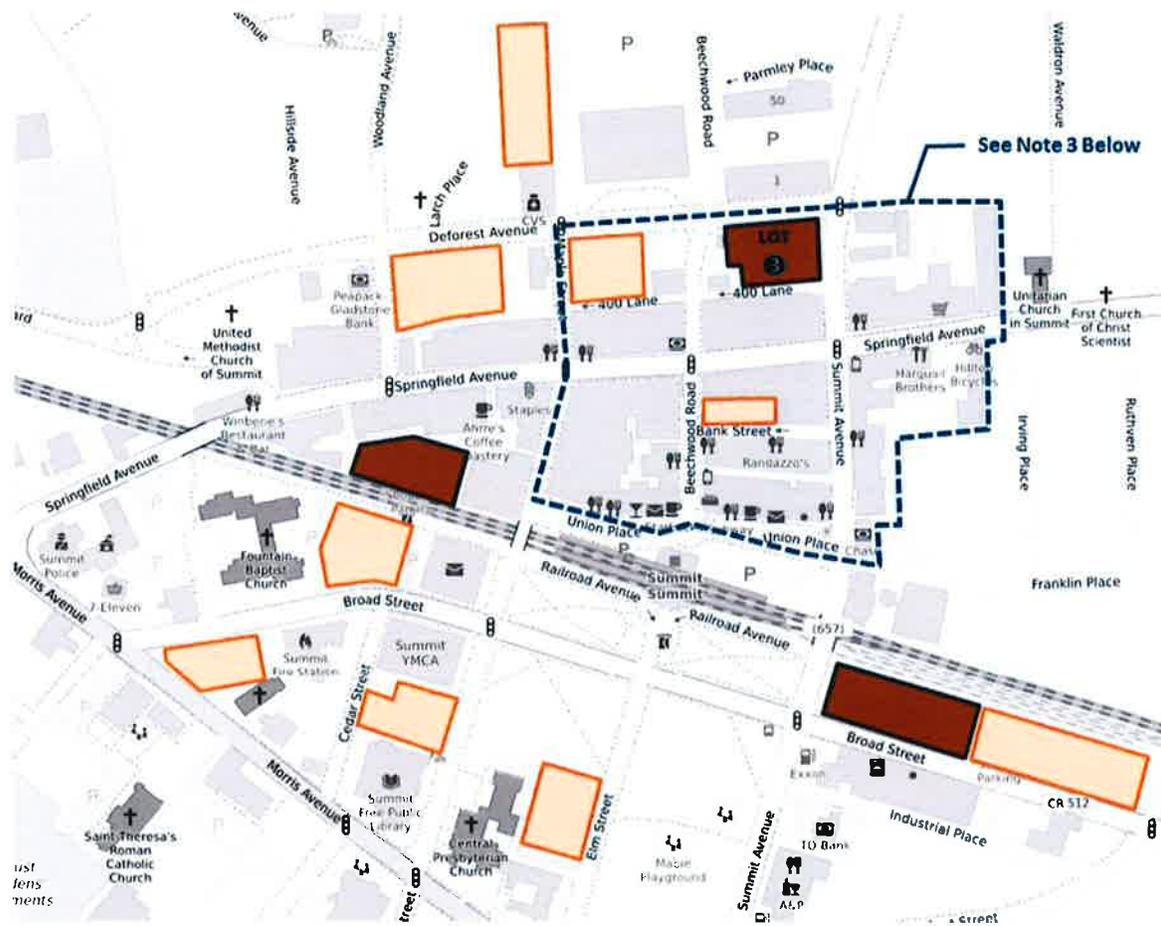
Item	Description	Rationale
1	Re-stripe Lots 9 and 16. Create head-in parking on Elm Street and Maple Street.	Adds 100 spaces <sup>2</sup>
2	Build structured parking that will provide a net gain of 350 spaces (minimum)	Adds 350 spaces
3	Incrementally correct the parking supply / demand imbalance depicted in Section 2. Phase 1: convert up to (40) 5-hour meters to 9 or 10-hour limit (resident or employee sticker required before 11AM). Phase 2: use additional parking described above to create additional employee parking opportunities.	Increases employee parking supply and moves employees out of spaces intended for downtown shoppers and visitors.
4	Increase on-street short term meter (15 minute to 2 hour limit) rates to \$1.00 per hour.	Best practice. Discourages employee use of on-street spaces north of the railroad tracks.
5	Derive maximum benefit from recently deployed LPR system. Implement, encourage, and market digital permitting and Pay-by-plate on a system-wide basis.	Industry is clearly moving in this direction - becoming familiar to many. Multiple benefits described in Table 6.
6	Implement Pay-by-plate in De Forest "shopper lots" and remove gates. Pay-by-plate can support "1st hour free" parking. Re-purpose Shopper Lot gates and pay stations to new Parking Garage (Item 2 above).	Eliminate congestion / back-ups onto De Forest. Ambassadors can be re-assigned to more productive duties such as Junior Enforcement Officers.
7	Explore a 3-tiered permit system. Tier 1 - Reserved space / Guaranteed \$250/\$500 per month (resident/non-resident) - Digital permit only (not oversold); Tier 2 - Guaranteed space / Not reserved \$90/\$200 month (resident/non-resident) - Digital permit only (modestly oversold based on observed occupancy); Tier 3 - T/B/D based on sales of Tier 1 and Tier 2 permits.	Leverages use of LPR. Greatly reduces use of "daily" pay station use by commuters and employees.
8	Increase overtime parking fine from \$25 to \$45	The "All Day" parking fee in De Forest Lots is \$30 per day. The overtime parking fine should exceed this amount.

<sup>2</sup> Sketches indicating these potential parking reconfigurations were forwarded to the city under separate cover.

With respect to Item 2, we believe the possibility of developing a parking deck on Lot 3 should be explored. A deck in this location offers the following benefits:

- Offers excellent balance in terms of distribution of high concentration parking supply and coverage of central business district (see Figure 2 below);
- Location is proximate to high parking space deficiency areas identified in Burgis report<sup>3</sup>;
- “North of the tracks” location is proximate to central business district yet allows De Forest Lots 1 and 2 to remain open during construction;
- Less likely to be impacted by potential decreases in future parking demand around the train station resulting from evolving transportation trends;
- Can become part of a redevelopment package to include adjacent and/or nearby properties.

**FIGURE 2 – HIGH CONCENTRATION PARKING SUPPLY DIAGRAM (PROPOSED)**



<sup>3</sup> Highest concentration of parking deficiency in Burgis report – area within dashed line on Figure 2 has a parking deficit that is 2x greater than areas west of Maple Street and north of the rail corridor.

The dimensions of Lot 3 offer excellent opportunities for screening and/or mixed use development along De Forest. Also, integration of all or part of the adjacent drive-thru bank property can improve parking capacity and/or the mixed-use potential of the site. Adjacent properties may be integrated via rehabilitation partnerships, land swaps, air rights agreements or other arrangements. These parking deck functional and property assemblage concepts are all worthy of further exploration.

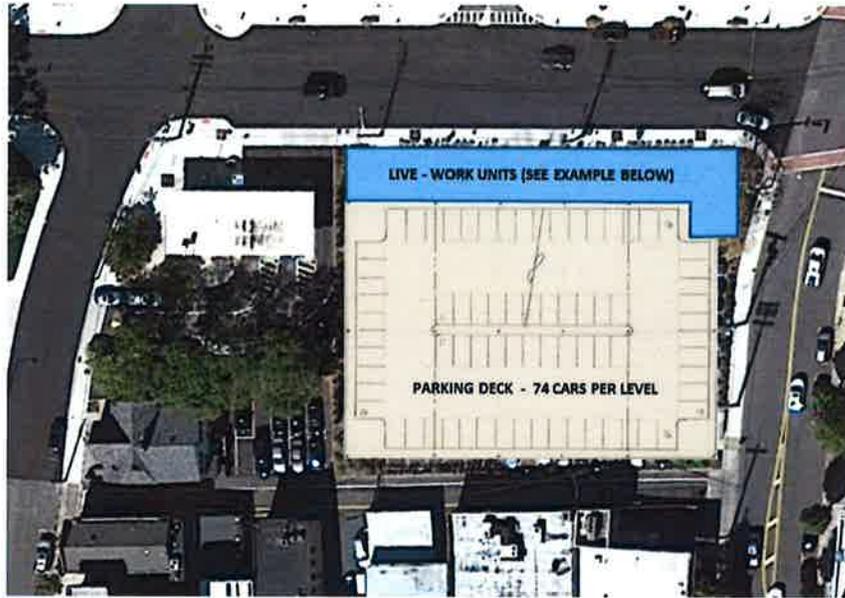
Please refer to Figure 3, next page, for sketches depicting a potential parking deck on De Forest Lot 3. This sketch features a parking deck footprint of about 126' x 183'. If developed to a height of 5-supported levels this sloping floor deck would contain about 427 spaces yielding a net parking gain of about 350 spaces.

#### Effect of Other City Redevelopment Initiatives

Level G met with and presented our preliminary findings to city planning officials and professionals in advance of the preparation of this report. We learned that the western portion of Zone 2 is an area that is being considered for redevelopment. In some cases, a redevelopment project can be packaged with new public parking development in an efficient shared parking relationship. Unfortunately, the measured parking space deficiencies in the eastern portions of Zone 1 are so intense that our initial recommendation to develop additional parking supply at De Forest Lot 3 is unchanged.

However, it is recommended that the city remain flexible in terms of addressing its parking shortages. For example, if there is good opportunity to develop 100 additional public parking spaces as part of a redevelopment project on Lot 16 (western portion of Zone 2) then perhaps the target net parking gain on Lot 3 can be reduced by 100 spaces from 350 to 250. However, we feel strongly that the net parking gain on Lot 3 should be at least 250 spaces.

FIGURE 3 – DE FOREST LOT 3 PARKING DECK SKETCHES<sup>4</sup>



**SUMMARY**

LEVEL	NO. SPACES
GRADE	65
1 <sup>ST</sup>	74
2 <sup>ND</sup>	74
3 <sup>RD</sup>	74
4 <sup>TH</sup>	74
ROOF	<u>66</u>
TOTAL	427
EXIST ON SITE	<u>(77)</u>
NET GAIN	350



**BLOCK DIAGRAM (LOOKING EAST)**

6-LEVEL PARKING DECK (GRADE + 5 SUPPORTED LEVELS) BEHIND 3-LEVEL LIVE-WORK UNITS



LIVE-WORK UNITS EXAMPLE

<sup>4</sup> Conceptual plan / proof of concept.

### Estimated Cost of Recommended Program

The following table indicates our cost and funding assumptions for the recommended program plan. These estimates and assumptions will be integrated with current parking system financial data and projections in Section 10 of this report.

**TABLE 8 – PROGRAM COST AND FUNDING ASSUMPTIONS**

Item	Description	Assumed Funding	Developmental Cost Estimate
1	100-car at-grade parking expansion; Re-Striping; Misc improvements	Short Term	\$1,000,000
2	430-car parking garage	Short Term	\$11,000,000
3, 4	Meter re-programming	Short Term	\$40,000
5a	Signage; Pay station re-programming	Short Term	\$50,000
6	Seven (7) new pay stations; signage; removal of existing equipment	Short Term	\$160,000
7, 8	Permit System; Fine Increase	Short Term	\$0
Sub-total / Short Term Funding Program			\$12,250,000
5b	On-Street pay-by-space / North of RR 21 pay stations & associated costs	Mid Term	\$465,000
5c	On-Street pay-by-space / South of RR 19 pay stations & associated costs	Mid Term	\$445,000

## 10. FINANCIAL SUMMARY – PRO FORMA

In 2016 it is estimated that the Summit Parking Utility will earn over \$3 million in operating revenue offset by operating expenses in excess of \$1.6 million and debt service payments of about \$623,000. This projected financial summary for 2016 is indicated below and yields a very respectable debt service coverage ratio of 249%.

a) Estimated Revenue	\$ 3,186,800
b) Estimated Expense	<u>( 1,633,200)</u>
c) Net Income (Available for Debt Service)	\$ 1,553,600
d) Debt Service	( 623,300)
e) Debt Service Coverage Ratio (c÷d)	249%

Table 9A, next page, is a 20-year pro forma indicating the derivation of the above estimates as well as three years of historical financial data and projected financial estimates through the year 2032. This pro forma is a “Base” condition or “Do Nothing” analysis that assumes no significant capital programs or changes in operating capacity or staffing but has averaged in modest gains in revenue via rate and/or volumetric increases. As indicated, the municipal parking system in its current configuration can be expected to produce surplus revenues in excess of \$1 million per year for the next 15 years<sup>5</sup>.

Table 9B, page 34, integrates the recommended parking program plan described in Section 9 into the Base Condition pro forma. This table includes impacts from recommendations included in this report such as rate increase, fine increase and the establishment of a preventative maintenance fund as well as the addition of new staff. As indicated, we are projecting debt service coverage ratios ranging between 146% and 276% for the first 15 years following the bond sale<sup>6</sup>. Because the bond market will require minimum projected debt service coverage ratios of 110 to 115% it is preliminarily determined that the recommended program is financially feasible.

Important: These are preliminary conclusions based on a “conceptual” parking program. A more detailed feasibility study will be required if and when a final program is determined and approved by the city. For example, the final project may very well include real estate

<sup>5</sup> Except 2026 when existing note requires refunding.

<sup>6</sup> Except 2026 when existing note requires refunding.

agreements or transactions that increase the Lot 3 parking deck footprint or perhaps there may be other sources of income such as developer contributions or Payments in Lieu of Parking (PILOP)<sup>7</sup> that may need to be considered.

The achievement of any projected performance is dependent upon future events that cannot be assured. Therefore, actual results are likely to vary from the forecasts presented herein. Such variations could be material.

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<sup>7</sup> A number of municipalities require developers who seek or are granted relief from code dictated parking requirements to pay into a municipal fund that is then used to develop public parking. If the city does not have such a policy it should be considered to help off-set the high cost of building structured parking.

**TABLE 9A**  
**20-YEAR PROJECTED PERFORMANCE OF THE SYSTEM (\$ 000's)**  
**BASE CONDITION**  
**SUMMIT PARKING UTILITY**

**TABLE 9A**  
 Run Date: October 13, 2016

**REVENUE:**

<u>Off-Street / Hourly &amp; Daily</u>	<u>Capacity</u>	<u>2013 (1)</u>	<u>2014 (1)</u>	<u>2015 (1)</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>
Broad Street Garage	491	\$251.1	\$297.3	\$329.5	\$334.4	\$339.5	\$344.6	\$349.7	\$355.0	\$360.3	\$365.7	\$371.2	\$376.7	\$382.4	\$388.1	\$394.0	\$399.9	\$405.9	\$412.0	\$418.1	\$424.4
Broad Street East	180	\$348.1	\$352.9	\$312.0	\$316.7	\$321.4	\$326.3	\$331.1	\$336.1	\$341.2	\$346.3	\$351.5	\$356.7	\$362.1	\$367.5	\$373.0	\$378.6	\$384.3	\$390.1	\$395.9	\$401.9
Tier Garage - Upper Levels	353	\$108.7	\$157.8	\$152.3	\$154.6	\$156.9	\$159.3	\$161.6	\$164.1	\$166.5	\$169.0	\$171.6	\$174.1	\$176.8	\$179.4	\$182.1	\$184.8	\$187.6	\$190.4	\$193.3	\$196.2
Tier Garage - Ground Level	78	\$87.1	\$68.2	\$73.9	\$75.0	\$76.1	\$77.3	\$78.4	\$79.6	\$80.8	\$82.0	\$83.2	\$84.5	\$85.8	\$87.1	\$88.4	\$89.7	\$91.0	\$92.4	\$93.8	\$95.2
Bank Street Lot	29	\$51.7	\$53.4	\$56.5	\$57.3	\$58.2	\$59.1	\$60.0	\$60.9	\$61.8	\$62.7	\$63.6	\$64.6	\$65.6	\$66.6	\$67.6	\$68.6	\$69.6	\$70.6	\$71.7	\$72.8
Library / YMCA Lot	104	\$67.4	\$66.1	\$68.0	\$69.0	\$70.1	\$71.1	\$72.2	\$73.3	\$74.4	\$75.5	\$76.6	\$77.8	\$78.9	\$80.1	\$81.3	\$82.5	\$83.8	\$85.0	\$86.3	\$87.6
De Forest Lots	294	\$397.0	\$386.9	\$434.4	\$440.9	\$447.5	\$454.2	\$461.1	\$468.0	\$475.0	\$482.1	\$489.3	\$496.7	\$504.1	\$511.7	\$519.4	\$527.2	\$535.1	\$543.1	\$551.2	\$559.5
Park & Rail	36	\$102.8	\$104.4	\$103.5	\$105.1	\$106.6	\$108.2	\$109.9	\$111.5	\$113.2	\$114.9	\$116.6	\$118.3	\$120.1	\$121.9	\$123.7	\$125.6	\$127.5	\$129.4	\$131.3	\$133.3
Park & Ride Lot	75	\$55.7	\$62.0	\$66.0	\$67.0	\$68.0	\$69.0	\$70.0	\$71.1	\$72.2	\$73.2	\$74.3	\$75.5	\$76.6	\$77.7	\$78.9	\$80.1	\$81.3	\$82.5	\$83.8	\$85.0
All Other Lots	600	\$200.6	\$249.3	\$260.2	\$264.1	\$268.1	\$272.1	\$276.2	\$280.3	\$284.5	\$288.8	\$293.1	\$297.5	\$302.0	\$306.5	\$311.1	\$315.8	\$320.5	\$325.3	\$330.2	\$335.1
<b>Sub-Total</b>	<b>2240</b>	<b>\$1,670.2</b>	<b>\$1,798.3</b>	<b>\$1,856.3</b>	<b>\$1,884.1</b>	<b>\$1,912.4</b>	<b>\$1,941.1</b>	<b>\$1,970.2</b>	<b>\$1,999.8</b>	<b>\$2,029.8</b>	<b>\$2,060.2</b>	<b>\$2,091.1</b>	<b>\$2,122.5</b>	<b>\$2,154.3</b>	<b>\$2,186.6</b>	<b>\$2,219.4</b>	<b>\$2,252.7</b>	<b>\$2,286.5</b>	<b>\$2,320.8</b>	<b>\$2,355.6</b>	<b>\$2,391.0</b>
<b>Off-Street / Permits</b>																					
Resident Bar Code		\$14.9	\$14.8	\$15.3	\$15.5	\$15.8	\$16.0	\$16.2	\$16.5	\$16.7	\$17.0	\$17.2	\$17.5	\$17.8	\$18.0	\$18.3	\$18.6	\$18.8	\$19.1	\$19.4	\$19.7
Employee Bar Code		\$7.0	\$6.7	\$6.9	\$7.0	\$7.1	\$7.2	\$7.3	\$7.4	\$7.5	\$7.7	\$7.8	\$7.9	\$8.0	\$8.1	\$8.2	\$8.4	\$8.5	\$8.6	\$8.8	\$8.9
Resident Pre-Paid		\$274.0	\$290.8	\$266.4	\$270.4	\$274.5	\$278.6	\$282.7	\$287.0	\$291.3	\$295.7	\$300.1	\$304.6	\$309.2	\$313.8	\$318.5	\$323.3	\$328.1	\$333.1	\$338.1	\$343.1
Employee Pre-Paid		\$305.7	\$291.2	\$304.9	\$309.5	\$314.1	\$318.8	\$323.6	\$328.5	\$333.4	\$338.4	\$343.5	\$348.6	\$353.8	\$359.2	\$364.5	\$370.0	\$375.6	\$381.2	\$386.9	\$392.7
Overnight		\$42.7	\$46.7	\$44.4	\$45.1	\$45.7	\$46.4	\$47.1	\$47.8	\$48.5	\$49.3	\$50.0	\$50.8	\$51.5	\$52.3	\$53.1	\$53.9	\$54.7	\$55.5	\$56.3	\$57.2
<b>Sub-Total</b>		<b>\$644.3</b>	<b>\$650.2</b>	<b>\$637.9</b>	<b>\$647.5</b>	<b>\$657.2</b>	<b>\$667.0</b>	<b>\$677.0</b>	<b>\$687.2</b>	<b>\$697.5</b>	<b>\$708.0</b>	<b>\$718.6</b>	<b>\$729.4</b>	<b>\$740.3</b>	<b>\$751.4</b>	<b>\$762.7</b>	<b>\$774.1</b>	<b>\$785.7</b>	<b>\$797.5</b>	<b>\$809.5</b>	<b>\$821.6</b>
<b>On-Street Meters</b>	<b>601</b>	<b>\$460.9</b>	<b>\$469.6</b>	<b>\$493.6</b>	<b>\$501.0</b>	<b>\$508.5</b>	<b>\$516.1</b>	<b>\$523.9</b>	<b>\$531.7</b>	<b>\$539.7</b>	<b>\$547.8</b>	<b>\$556.0</b>	<b>\$564.4</b>	<b>\$572.8</b>	<b>\$581.4</b>	<b>\$590.2</b>	<b>\$599.0</b>	<b>\$608.0</b>	<b>\$617.1</b>	<b>\$626.4</b>	<b>\$635.8</b>
<b>Other Income</b>																					
Leased Spaces		\$51.8	\$51.1	\$51.4	\$52.2	\$53.0	\$53.7	\$54.6	\$55.4	\$56.2	\$57.0	\$57.9	\$58.8	\$59.7	\$60.5	\$61.5	\$62.4	\$63.3	\$64.3	\$65.2	\$66.2
Meter Bags		\$11.8	\$17.7	\$33.6	\$34.1	\$34.6	\$35.1	\$35.7	\$36.2	\$36.7	\$37.3	\$37.9	\$38.4	\$39.0	\$39.6	\$40.2	\$40.8	\$41.4	\$42.0	\$42.6	\$43.3
Smart Cards		\$220.9	\$98.1	\$12.8	\$13.0	\$13.2	\$13.4	\$13.6	\$13.8	\$14.0	\$14.2	\$14.4	\$14.6	\$14.9	\$15.1	\$15.3	\$15.5	\$15.8	\$16.0	\$16.2	\$16.5
Visitor Passes		\$45.2	\$33.9	\$37.4	\$38.0	\$38.5	\$39.1	\$39.7	\$40.3	\$40.9	\$41.5	\$42.1	\$42.8	\$43.4	\$44.1	\$44.7	\$45.4	\$46.1	\$46.8	\$47.5	\$48.2
Miscellaneous		\$11.9	\$10.2	\$16.7	\$17.0	\$17.2	\$17.5	\$17.7	\$18.0	\$18.3	\$18.5	\$18.8	\$19.1	\$19.4	\$19.7	\$20.0	\$20.3	\$20.6	\$20.9	\$21.2	\$21.5
<b>Sub-Total</b>		<b>\$341.6</b>	<b>\$211.0</b>	<b>\$151.9</b>	<b>\$154.2</b>	<b>\$156.5</b>	<b>\$158.8</b>	<b>\$161.2</b>	<b>\$163.6</b>	<b>\$166.1</b>	<b>\$168.6</b>	<b>\$171.1</b>	<b>\$173.7</b>	<b>\$176.3</b>	<b>\$178.9</b>	<b>\$181.6</b>	<b>\$184.3</b>	<b>\$187.1</b>	<b>\$189.9</b>	<b>\$192.8</b>	<b>\$195.7</b>
Adjustment To Reconcile With Audit		(\$215.5)	(\$154.8)																		
<b>Grand Total Revenue</b>		<b>\$2,901.5</b>	<b>\$2,974.3</b>	<b>\$3,139.7</b>	<b>\$3,186.8</b>	<b>\$3,234.8</b>	<b>\$3,283.1</b>	<b>\$3,332.4</b>	<b>\$3,382.3</b>	<b>\$3,433.1</b>	<b>\$3,484.6</b>	<b>\$3,536.8</b>	<b>\$3,589.9</b>	<b>\$3,643.8</b>	<b>\$3,698.4</b>	<b>\$3,753.9</b>	<b>\$3,810.2</b>	<b>\$3,867.3</b>	<b>\$3,925.4</b>	<b>\$3,984.2</b>	<b>\$4,044.0</b>
<b>Grand Total Operating Expense</b>		<b>\$1,436.8</b>	<b>\$1,554.5</b>	<b>\$1,593.4</b>	<b>\$1,633.2</b>	<b>\$1,674.0</b>	<b>\$1,715.9</b>	<b>\$1,758.8</b>	<b>\$1,802.7</b>	<b>\$1,847.8</b>	<b>\$1,894.0</b>	<b>\$1,941.4</b>	<b>\$1,989.9</b>	<b>\$2,039.6</b>	<b>\$2,090.6</b>	<b>\$2,142.9</b>	<b>\$2,196.5</b>	<b>\$2,251.4</b>	<b>\$2,307.7</b>	<b>\$2,365.4</b>	<b>\$2,424.5</b>
<b>NET INCOME - AVAILABLE FOR DEBT SERVICE</b>		<b>\$1,464.7</b>	<b>\$1,419.8</b>	<b>\$1,546.3</b>	<b>\$1,553.6</b>	<b>\$1,560.6</b>	<b>\$1,567.2</b>	<b>\$1,573.6</b>	<b>\$1,579.6</b>	<b>\$1,585.3</b>	<b>\$1,590.6</b>	<b>\$1,595.5</b>	<b>\$1,600.0</b>	<b>\$1,604.1</b>	<b>\$1,607.8</b>	<b>\$1,611.0</b>	<b>\$1,613.7</b>	<b>\$1,616.0</b>	<b>\$1,617.7</b>	<b>\$1,618.9</b>	<b>\$1,619.5</b>
Existing Debt Service (Source: Annual Report)		\$912.4	\$939.4	\$939.4																	
Existing Debt Service (2) Not Used					\$623.3	\$745.2	\$739.3	\$426.9	\$420.2	\$413.5	\$406.7	\$399.8	\$397.7	\$390.7	\$1,621.2	\$285.1	\$287.7	\$98.0	\$101.0	\$100.0	\$100.0
<b>Total Debt Service</b>		<b>\$912.4</b>	<b>\$939.4</b>	<b>\$939.4</b>	<b>\$623.3</b>	<b>\$745.2</b>	<b>\$739.3</b>	<b>\$426.9</b>	<b>\$420.2</b>	<b>\$413.5</b>	<b>\$406.7</b>	<b>\$399.8</b>	<b>\$397.7</b>	<b>\$390.7</b>	<b>\$1,621.2</b>	<b>\$285.1</b>	<b>\$287.7</b>	<b>\$98.0</b>	<b>\$101.0</b>	<b>\$100.0</b>	<b>\$100.0</b>
<b>DEBT SERVICE COVERAGE RATIO</b>		<b>1.61</b>	<b>1.51</b>	<b>1.65</b>	<b>2.49</b>	<b>2.09</b>	<b>2.12</b>	<b>3.69</b>	<b>3.76</b>	<b>3.83</b>	<b>3.91</b>	<b>3.99</b>	<b>4.02</b>	<b>4.11</b>	<b>0.99</b>	<b>5.65</b>	<b>5.61</b>	<b>16.49</b>	<b>16.02</b>	<b>16.19</b>	<b>16.20</b>
Surplus or (Deficit)		\$552.3	\$480.4	\$606.9	\$930.3	\$815.4	\$827.9	\$1,146.7	\$1,159.4	\$1,171.8	\$1,183.9	\$1,195.7	\$1,202.3	\$1,213.4	(\$13.4)	\$1,325.9	\$1,326.0	\$1,518.0	\$1,516.7	\$1,518.9	\$1,519.5

(1) Source: Audited & Unaudited of the City of Summit and Summit Parking Utility

(2) Source: City of Summit (Unaudited)

**TABLE 9B**  
20-YEAR PROJECTED PERFORMANCE OF THE SYSTEM (\$ 000's)

**BUILD CONDITION / RECOMMENDED PROGRAM PLAN**  
**SUMMIT PARKING UTILITY**

**TABLE 9B**  
Run Date: October 16, 2016

REVENUE:

Off-Street / Hourly & Daily	2013 (1)	2014 (1)	2015 (1)	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Broad Street Garage	\$251.1	\$297.3	\$329.5	\$334.4	\$339.5	\$344.6	\$349.7	\$355.0	\$360.3	\$365.7	\$371.2	\$376.7	\$382.4	\$388.1	\$394.0	\$399.9	\$405.9	\$412.0	\$418.1	\$424.4
Broad Street East	\$348.1	\$352.9	\$312.0	\$316.7	\$321.4	\$326.3	\$331.1	\$336.1	\$341.2	\$346.3	\$351.5	\$356.7	\$362.1	\$367.5	\$373.0	\$378.6	\$384.3	\$390.1	\$395.9	\$401.9
Tier Garage - Upper Levels	\$108.7	\$157.8	\$152.3	\$154.6	\$156.9	\$159.3	\$161.6	\$164.1	\$166.5	\$169.0	\$171.6	\$174.1	\$176.8	\$179.4	\$182.1	\$184.8	\$187.6	\$190.4	\$193.3	\$196.2
Tier Garage - Ground Level	\$87.1	\$68.2	\$73.9	\$75.0	\$76.1	\$77.3	\$78.4	\$79.6	\$80.8	\$82.0	\$83.2	\$84.5	\$85.8	\$87.1	\$88.4	\$89.7	\$91.0	\$92.4	\$93.8	\$95.2
Bank Street Lot	\$51.7	\$53.4	\$56.5	\$57.3	\$58.2	\$59.1	\$60.0	\$60.9	\$61.8	\$62.7	\$63.6	\$64.6	\$65.6	\$66.6	\$67.6	\$68.6	\$69.6	\$70.6	\$71.7	\$72.8
Library / YMCA Lot	\$67.4	\$66.1	\$68.0	\$69.0	\$70.1	\$71.1	\$72.2	\$73.3	\$74.4	\$75.5	\$76.6	\$77.8	\$78.9	\$80.1	\$81.3	\$82.5	\$83.8	\$85.0	\$86.3	\$87.6
De Forest Lots (Revenue dip in 2018 represents switch to PBP)	\$397.0	\$386.9	\$434.4	\$440.9	\$447.5	\$425.0	\$431.4	\$437.8	\$444.4	\$451.1	\$457.8	\$464.7	\$471.7	\$478.8	\$485.9	\$493.2	\$500.6	\$508.1	\$515.8	\$523.5
Loss of DeForest Lot 3					(\$44.7)	(\$45.4)	(\$86.3)	(\$87.6)	(\$88.9)	(\$90.2)	(\$91.6)	(\$92.9)	(\$94.3)	(\$95.8)	(\$97.2)	(\$98.6)	(\$100.1)	(\$101.6)	(\$103.2)	(\$104.7)
Park & Rail	\$102.8	\$104.4	\$103.5	\$105.1	\$106.6	\$108.2	\$109.9	\$111.5	\$113.2	\$114.9	\$116.6	\$118.3	\$120.1	\$121.9	\$123.7	\$125.6	\$127.5	\$129.4	\$131.3	\$133.3
Park & Ride Lot	\$55.7	\$62.0	\$66.0	\$67.0	\$68.0	\$69.0	\$70.0	\$71.1	\$72.2	\$73.2	\$74.3	\$75.5	\$76.6	\$77.7	\$78.9	\$80.1	\$81.3	\$82.5	\$83.8	\$85.0
All Other Lots	\$200.6	\$249.3	\$260.2	\$264.1	\$268.1	\$272.1	\$276.2	\$280.3	\$284.5	\$288.8	\$293.1	\$297.5	\$302.0	\$306.5	\$311.1	\$315.8	\$320.5	\$325.3	\$330.2	\$335.1
<b>Sub-Total</b>	<b>\$1,670.2</b>	<b>\$1,798.3</b>	<b>\$1,856.3</b>	<b>\$1,884.1</b>	<b>\$1,867.7</b>	<b>\$1,866.5</b>	<b>\$1,854.3</b>	<b>\$1,882.1</b>	<b>\$1,910.3</b>	<b>\$1,938.0</b>	<b>\$1,968.0</b>	<b>\$1,997.6</b>	<b>\$2,027.5</b>	<b>\$2,057.9</b>	<b>\$2,088.8</b>	<b>\$2,120.1</b>	<b>\$2,151.9</b>	<b>\$2,184.2</b>	<b>\$2,217.0</b>	<b>\$2,250.2</b>
<b>Off-Street / Permits</b>																				
Resident Bar Code	\$14.9	\$14.8	\$15.3	\$15.5	\$15.8	\$16.0	\$16.2	\$16.5	\$16.7	\$17.0	\$17.2	\$17.5	\$17.8	\$18.0	\$18.3	\$18.6	\$18.8	\$19.1	\$19.4	\$19.7
Employee Bar Code	\$7.0	\$6.7	\$6.9	\$7.0	\$7.1	\$7.2	\$7.3	\$7.4	\$7.5	\$7.7	\$7.8	\$7.9	\$8.0	\$8.1	\$8.2	\$8.4	\$8.5	\$8.6	\$8.8	\$8.9
Resident Pre-Paid	\$274.0	\$290.8	\$266.4	\$270.4	\$274.5	\$278.6	\$282.7	\$287.0	\$291.3	\$295.7	\$300.1	\$304.6	\$309.2	\$313.8	\$318.5	\$323.3	\$328.1	\$333.1	\$338.1	\$343.1
Employee Pre-Paid	\$305.7	\$291.2	\$304.9	\$309.5	\$314.1	\$318.8	\$323.6	\$328.5	\$333.4	\$338.4	\$343.5	\$348.6	\$353.8	\$359.2	\$364.5	\$370.0	\$375.6	\$381.2	\$386.9	\$392.7
Overnight	\$42.7	\$46.7	\$44.4	\$45.1	\$46.4	\$47.1	\$47.8	\$48.5	\$49.3	\$50.0	\$50.8	\$51.5	\$52.3	\$53.1	\$53.9	\$54.7	\$55.5	\$56.3	\$57.2	
<b>Sub-Total</b>	<b>\$644.3</b>	<b>\$650.2</b>	<b>\$637.9</b>	<b>\$647.5</b>	<b>\$657.2</b>	<b>\$667.0</b>	<b>\$677.0</b>	<b>\$687.2</b>	<b>\$697.5</b>	<b>\$708.0</b>	<b>\$718.6</b>	<b>\$729.4</b>	<b>\$740.3</b>	<b>\$751.4</b>	<b>\$762.7</b>	<b>\$774.1</b>	<b>\$785.7</b>	<b>\$797.5</b>	<b>\$809.5</b>	<b>\$821.6</b>
<b>On-Street Meters</b>																				
Base Revenue	\$460.9	\$469.6	\$493.6	\$501.0	\$508.5	\$516.1	\$523.9	\$531.7	\$539.7	\$547.8	\$556.0	\$564.4	\$572.8	\$581.4	\$590.2	\$599.0	\$608.0	\$617.1	\$626.4	\$635.8
Impact of Rate Increase (Note 2)					\$300.0	\$447.5	\$454.2	\$461.0	\$467.9	\$475.0	\$482.1	\$489.3	\$496.7	\$504.1	\$511.7	\$519.3	\$527.1	\$535.0	\$543.1	\$551.2
<b>Sub-Total</b>	<b>\$460.9</b>	<b>\$469.6</b>	<b>\$493.6</b>	<b>\$501.0</b>	<b>\$808.5</b>	<b>\$963.6</b>	<b>\$978.1</b>	<b>\$992.8</b>	<b>\$1,007.7</b>	<b>\$1,022.8</b>	<b>\$1,038.1</b>	<b>\$1,053.7</b>	<b>\$1,069.5</b>	<b>\$1,085.5</b>	<b>\$1,101.8</b>	<b>\$1,118.3</b>	<b>\$1,135.1</b>	<b>\$1,152.1</b>	<b>\$1,169.4</b>	<b>\$1,187.0</b>
<b>Other Income</b>	<b>\$341.6</b>	<b>\$211.0</b>	<b>\$151.9</b>	<b>\$154.2</b>	<b>\$156.5</b>	<b>\$158.8</b>	<b>\$161.2</b>	<b>\$163.6</b>	<b>\$166.1</b>	<b>\$168.6</b>	<b>\$171.1</b>	<b>\$173.7</b>	<b>\$176.3</b>	<b>\$178.9</b>	<b>\$181.6</b>	<b>\$184.3</b>	<b>\$187.1</b>	<b>\$189.9</b>	<b>\$192.8</b>	<b>\$195.7</b>
<b>New Revenue</b>																				
De Forest Garage (Note 3)						\$188.9	\$458.7	\$485.7	\$485.7	\$485.7	\$485.7	\$582.8	\$582.8	\$582.8	\$582.8	\$582.8	\$582.8	\$680.0	\$680.0	\$680.0
100 Spaces South of Broad Street (Note 4)						\$118.8	\$118.8	\$118.8	\$118.8	\$118.8	\$118.8	\$132.0	\$132.0	\$132.0	\$132.0	\$132.0	\$132.0	\$145.2	\$145.2	\$145.2
Increase Fines From \$25 to \$45 (Note 5)						\$300.0	\$300.0	\$300.0	\$300.0	\$300.0	\$300.0	\$300.0	\$300.0	\$300.0	\$300.0	\$300.0	\$300.0	\$300.0	\$300.0	\$300.0
<b>Sub-Total</b>						<b>\$307.7</b>	<b>\$877.5</b>	<b>\$604.5</b>	<b>\$904.5</b>	<b>\$604.5</b>	<b>\$604.5</b>	<b>\$714.8</b>	<b>\$714.8</b>	<b>\$714.8</b>	<b>\$714.8</b>	<b>\$714.8</b>	<b>\$714.8</b>	<b>\$825.2</b>	<b>\$825.2</b>	<b>\$825.2</b>
Adjustment To Reconcile With Audit OR Capitalized Interest	(\$215.5)	(\$154.6)		\$215.0	\$215.0															
<b>Grand Total Revenue</b>	<b>\$2,901.5</b>	<b>\$2,974.3</b>	<b>\$3,138.7</b>	<b>\$3,188.8</b>	<b>\$3,704.9</b>	<b>\$4,178.7</b>	<b>\$4,548.1</b>	<b>\$4,330.2</b>	<b>\$4,886.1</b>	<b>\$4,442.8</b>	<b>\$4,500.4</b>	<b>\$4,689.1</b>	<b>\$4,728.4</b>	<b>\$4,788.8</b>	<b>\$4,849.7</b>	<b>\$4,911.7</b>	<b>\$4,974.7</b>	<b>\$5,149.0</b>	<b>\$5,213.9</b>	<b>\$5,279.7</b>
<b>Expenses</b>																				
Existing System	\$1,436.8	\$1,554.5	\$1,593.4	\$1,633.2	\$1,674.0	\$1,715.9	\$1,758.8	\$1,802.7	\$1,847.8	\$1,894.0	\$1,941.4	\$1,989.9	\$2,039.6	\$2,090.6	\$2,142.9	\$2,196.5	\$2,251.4	\$2,307.7	\$2,365.4	\$2,424.5
Deposit To Preventative Maintenance Fund					\$93.0	\$136.0	\$136.0	\$136.0	\$136.0	\$136.0	\$136.0	\$136.0	\$136.0	\$136.0	\$136.0	\$136.0	\$136.0	\$136.0	\$136.0	\$136.0
New staffing needs				\$40.0	\$41.0	\$42.0	\$43.1	\$44.2	\$45.3	\$46.4	\$47.5	\$48.7	\$50.0	\$51.2	\$52.5	\$53.8	\$55.1	\$56.5	\$57.9	\$59.3
430 Space Garage at \$600 / Sp / Year					\$129.0	\$258.0	\$264.5	\$271.1	\$277.8	\$284.8	\$291.9	\$299.2	\$306.7	\$314.3	\$322.2	\$330.3	\$338.5	\$347.0	\$355.7	\$364.5
<b>Grand Total Expense</b>	<b>\$1,436.8</b>	<b>\$1,554.5</b>	<b>\$1,593.4</b>	<b>\$1,633.2</b>	<b>\$1,807.0</b>	<b>\$2,021.9</b>	<b>\$2,194.8</b>	<b>\$2,248.3</b>	<b>\$2,299.0</b>	<b>\$2,353.1</b>	<b>\$2,408.5</b>	<b>\$2,465.3</b>	<b>\$2,523.8</b>	<b>\$2,583.3</b>	<b>\$2,644.4</b>	<b>\$2,707.2</b>	<b>\$2,771.4</b>	<b>\$2,837.3</b>	<b>\$2,904.9</b>	<b>\$2,974.1</b>
<b>NET INCOME - AVAILABLE FOR DEBT SERVICE</b>	<b>\$1,464.7</b>	<b>\$1,419.8</b>	<b>\$1,545.3</b>	<b>\$1,555.6</b>	<b>\$1,897.9</b>	<b>\$2,156.8</b>	<b>\$2,353.3</b>	<b>\$2,083.9</b>	<b>\$2,387.0</b>	<b>\$2,089.7</b>	<b>\$2,091.9</b>	<b>\$2,203.8</b>	<b>\$2,204.8</b>	<b>\$2,205.3</b>	<b>\$2,205.3</b>	<b>\$2,204.6</b>	<b>\$2,203.3</b>	<b>\$2,311.7</b>	<b>\$2,309.0</b>	<b>\$2,305.8</b>
<b>DEBT SERVICE COVERAGE RATIO</b>																				
Existing Debt Service (Source: Annual Report)	\$912.4	\$939.4	\$939.4																	
Existing Debt Service (2)				\$623.3	\$745.2	\$739.3	\$426.9	\$420.2	\$413.5	\$406.7	\$399.8	\$397.7	\$390.7	\$1,621.2	\$285.1	\$287.7	\$98.0	\$101.0	\$100.0	\$100.0
Debt Service (Series 2017) - See Table 10				\$430.0	\$736.7	\$736.7	\$736.7	\$736.7	\$736.7	\$736.7	\$736.7	\$736.7	\$736.7	\$736.7	\$736.7	\$736.7	\$736.7	\$736.7	\$736.7	\$736.7
<b>Total Debt Service</b>	<b>\$912.4</b>	<b>\$939.4</b>	<b>\$939.4</b>	<b>\$823.3</b>	<b>\$1,175.2</b>	<b>\$1,476.0</b>	<b>\$1,163.8</b>	<b>\$1,150.2</b>	<b>\$1,143.4</b>	<b>\$1,138.5</b>	<b>\$1,134.4</b>	<b>\$1,127.4</b>	<b>\$2,357.9</b>	<b>\$1,021.8</b>	<b>\$1,024.4</b>	<b>\$834.7</b>	<b>\$837.7</b>	<b>\$838.7</b>	<b>\$838.7</b>	<b>\$838.7</b>
Surplus or (Deficit)	\$552.3	\$480.4	\$606.9	\$930.3	\$722.7	\$680.8	\$1,189.7	\$927.0	\$1,236.8	\$946.3	\$955.3	\$1,069.4	\$1,077.4	(\$152.6)	\$1,183.5	\$1,180.2	\$1,368.6	\$1,474.0	\$1,472.3	\$1,468.9
Capital Outlay For Phases 5b and 5c							(\$465.0)		(\$445.0)											

(1) Source: Audited & Unaudited Financial Statements of the City of Summit and Summit Parking Utility  
 (2) From \$0.4 to \$1.00 per hour on 4/1/2017  
 (3) 430 space facility to open July 1, 2018 / Average \$5 per space per day, Rate increase \$1 every 6 years

(4) As of 1/1/2016 - Average \$90 per space per month (1.1 oversell) / Increase \$10 every 6 years  
 (5) Additional revenue flows to Parking Utility in 2019 and 2021 to fund on-street pay-by-plate program (Program Items 5b and 5c)  
 (6) Requires verification from City

**TABLE 10  
FINANCING WORKSHEET  
REVENUE BOND FINANCING - TAX EXEMPT  
2017 PARKING / FUNDING PROGRAM  
SUMMIT, NJ**

Run Date: 10/13/16

	<u><b>OPTION A</b></u>
<u>Garage Construction - Hard &amp; Soft Costs</u>	
430 spaces @ \$25,580 per space	\$10,999,400
Re-Striping / Add 100 Spaces Zone 2 / Misc Improvements	\$1,000,000
Meter Re-programming & Pay Stations	\$250,000
Contingency (5%)	\$612,470
Land	<u>\$0</u>
<b><u>TOTAL DEVELOPMENTAL COST</u></b>	<b>\$12,861,870</b>
 <u>Financing:</u>	
Deposit to (net funded) Construction Fund	\$12,765,406
Deposit to Debt Service Reserve Fund	\$736,719
Deposit to (net funded) Cap Interest Fund (12 months)	\$429,951
Issuing Costs	\$505,400
Correction Amount	<u>\$2,524</u>
	\$14,440,000
<b><u>Estimated Par Amount of Bonds</u></b>	<b>\$14,440,000</b>
 Annual Debt Service Payment	
30 year issue @ 3.00%, level payment schedule	\$736,719



**APPENDIX A.1  
OCCUPANCY COUNTS - ZONE 1  
SUMMIT, NJ**

COUNT DATE: June 9, 2016  
(Thursday)

**ON-STREET PARKING**

REF	Street	Limits			Side	Cap	Number Of Cars Parked At							
							8AM	10AM	12N	2PM	4PM	6PM	8PM	10PM
1	Springfield	RR Tracks	Tier EE	S	3	0	2	2	2	2	1	2	0	
4	Springfield	Tier EE	Maple	S	11	4	12	13	10	7	7	12	8	
5	Springfield	Maple	Beechwood	S	5	3	5	7	5	6	5	5	4	
6	Springfield	Beechwood	Summit	S	8	7	8	11	8	7	7	8	2	
7	Springfield	Summit	Glenwood	S	5	4	5	6	3	4	5	5	2	
8	Springfield	Summit	Waldron	N	13	7	13	12	8	8	11	9	3	
9	Springfield	Glenwood	Irving	S	3	20	7	4	3	3	2	3	2	
10	Springfield	Irving	Ruthven	S	4	1	0	6	1	0	1	3	0	
11	Springfield	Waldron	Debary	N	5	2	1	2	1	0	0	1	0	
12	Springfield	Ruthven	Debary	S	3	1	0	3	0	1	0	0	0	
13	Springfield	Debary	Hobart	N	2	1	2	2	2	0	0	0	0	
14	Springfield	Debary	Hobart	S	2	1	2	3	2	2	1	1	1	
15	Franklin	Summit	Last Meter	S	10	11	10	12	7	13	11	8	3	
16	Summit	Franklin	Bank	E	5	6	6	8	6	7	7	6	3	
17	Summit	Springfield	DeForest	E	6	4	6	6	4	4	6	3	2	
18	Summit	DeForest	Parmley	W	8	2	2	7	5	2	3	2	2	
19	Summit	DeForest	Parmley	E	5	4	6	5	3	2	5	2	2	
20	Summit	Parmley	Euclid	E	5	0	1	7	7	5	2	2	2	
21	Summit	Euclid	Whittredge	E	3	0	1	2	4	3	1	0	0	
22	Summit	Euclid	Whittredge	W	5	0	0	1	0	0	0	0	0	
23	Summit	Euclid	Parmley	W	8	2	6	7	3	5	2	0	0	
24	Parmley	Summit	Beechwood	S	8	8	8	8	8	4	3	0	0	
25	Beechwood	Euclid	Parmley	E	7	5	7	7	0	6	1	0	0	
26	Maple	Euclid	Office Bldg DW	E	8	0	8	8	8	5	1	0	0	
28	DeForest	Maple	Beechwood	N	6	4	6	6	4	2	3	2	0	
29	DeForest	Maple	Beechwood	S	5	3	3	5	3	2	2	2	2	
31	Beechwood	DeForest	Parmley	E	2	1	2	4	2	2	1	0	0	
32	DeForest	Beechwood	Summit	S	0	0	0	0	0	0	0	0	0	
33	DeForest	Beechwood	Summit	N	3	1	3	4	3	2	1	1	0	
35	Springfield	Beechwood	Summit	N	3	5	5	6	5	3	3	2	1	
36	Springfield	Maple	Beechwood	N	8	3	7	9	7	9	8	6	3	
37	Springfield	Woodland	Maple	N	11	2	10	11	12	11	14	7	6	
38	Woodland	DeForest	Springfield	W	5	1	2	5	1	3	4	1	2	
39	Springfield	Woodland	Kent Place	N	7	2	4	7	2	8	8	7	4	
40	Kent Place	Springfield	DeForest	W	9	2	8	9	9	8	9	7	7	
41	Kent Place	Springfield	DeForest	E	7	2	7	7	6	8	6	4	5	
42	DeForest	Kent Place	Hillside	S	5	1	1	4	2	3	5	1	0	
43	DeForest	Hillside	Woodland	N	1	0	2	1	1	1	0	0	0	
44	DeForest	Woodland	Maple	S	8	3	8	8	6	8	6	3	2	
46	DeForest	Woodland	Maple	N	3	0	4	3	4	2	3	1	0	
47	Maple	Union	Springfield	W	7	4	7	7	7	7	7	7	6	
48	Union	Maple	Beechwood	S	8	9	9	9	8	8	7	5	6	
49	Union	Beechwood	Summit	S	9	10	8	10	10	8	9	5	1	
51	Union	Maple	Beechwood	N	16	17	19	16	19	14	16	15	14	
52	Beechwood	Union	Bank	E	4	5	5	6	7	4	3	5	4	
53	Summit	Springfield	Bank	W	4	4	4	4	4	5	4	5	4	
54	Bank	Beechwood	Summit	S	12	11	12	13	12	12	14	9	3	
56	Summit	Bank	Union	W	6	5	7	6	6	7	8	6	2	
57	Union	Beechwood	Summit	N	20	20	19	20	21	18	20	19	13	
58	Beechwood	Union	Springfield	W	9	10	9	11	10	11	10	7	6	
59	Beechwood	Springfield	DeForest	E	4	4	5	5	5	4	5	3	4	
<b>TOTALS</b>					<b>324</b>	<b>222</b>	<b>294</b>	<b>345</b>	<b>276</b>	<b>266</b>	<b>258</b>	<b>202</b>	<b>131</b>	

**OFF-STREET PARKING**

REF	No.	Description	Cap	Number Of Cars Parked At								
				8AM	10AM	12N	2PM	4PM	6PM	8PM	10PM	
45	Lot 1	DeForest & Woodland	144	20	78	138	87	95	100	74	41	
30	Lot 2	DeForest & Maple	74	24	67	72	60	64	62	56	29	
34	Lot 3	DeForest & Summit	76	26	69	75	48	62	49	45	26	
55	Lot 5	Bank Street Lot	29	22	21	30	27	29	19	18	9	
27	Lot 11	Maple Street "K" Lot	153	53	150	149	148	118	28	19	14	
50	Lot 14	RR - 24 Hour Lot	36	36	33	36	36	36	28	18	14	
2	Tier	Upper Levels	353	133	312	336	335	280	97	45	24	
3	Tier	Ground Level	78	14	55	71	60	54	63	51	27	
<b>TOTALS</b>				<b>949</b>	<b>328</b>	<b>783</b>	<b>809</b>	<b>801</b>	<b>738</b>	<b>442</b>	<b>328</b>	<b>184</b>

Attachment: memo-accept 2016 parking assessment report (4566 : Accept Final Parking Assessment Report - Level G. Associates)

**APPENDIX A.2  
OCCUPANCY COUNTS - ZONE 2  
SUMMIT, NJ**

COUNT DATE: June 9, 2016  
(Thursday)

**ON-STREET PARKING**

REF	Street	Limits		Side	Cap	Number Of Cars Parked At							
						8AM	10AM	12N	2PM	4PM	6PM	8PM	10PM
3	Beauvoir	Morris	Beauvoir	W	8	8	8	8	8	9	9	7	4
4	Beauvoir	Walnut	Beauvoir	W	3	3	3	3	3	3	3	2	2
5	Walnut	Beauvoir	Industrial	N	12	11	12	12	11	11	11	4	3
6	Broad	Walnut	Garage EE	N	12	0	6	11	6	1	6	1	0
9	Broad	Walnut	Summit	S	12	6	13	15	11	11	6	1	1
10	Broad	Garage EE	Summit	N	11	0	8	11	8	7	9	6	3
11	Summit	Broad	Walnut	W	10	2	8	9	8	3	3	1	0
12	Summit	Broad	Walnut	E	10	2	6	9	8	8	3	0	0
13	Summit	Morris	Walnut	W	4	4	0	2	1	1	1	1	1
14	Summit	Morris	Walnut	E	4	2	4	4	4	4	2	2	1
16	Elm	Broad	Morris	W	23	1	23	23	7	6	5	4	3
18	Elm	Broad	Morris	E	27	2	24	26	8	11	10	10	7
20	Broad	Elm	Summit	S	9	2	9	8	7	7	7	6	2
21	Railroad	RR Station	Summit	N	11	0	10	11	9	12	9	10	4
22	Railroad	RR Station	Summit	S	10	1	11	10	6	9	2	8	3
23	Broad	Maple	Elm	N	9	4	9	9	9	7	8	4	3
24	Railroad	RR Station	Maple	S	6	3	6	6	7	7	6	10	4
25	Railroad	RR Station	Maple	N	12	3	12	13	11	13	13	12	8
26	Broad	Elm	Summit	N	11	3	11	11	10	9	9	6	3
27	Broad	Maple	Elm	S	10	3	10	10	8	11	8	7	7
28	Maple	Broad	Lot 16	W	0	0	0	1	1	1	0	2	0
29	Maple	Broad	Morris	E	12	4	15	7	6	4	10	7	4
31	Maple	Lot 16	Morris	W	8	1	8	7	2	3	6	0	0
32	Morris	Maple	Elm	N	10	1	9	4	5	4	1	1	0
34	Cedar	Broad	Morris	E	13	9	12	13	5	10	11	9	4
36	Broad	Lot 10	Maple	N	8	8	8	8	8	8	6	3	0
37	Railroad	Maple	Lot 10	S	7	3	7	6	6	3	8	6	6
39	Broad	Lot 10	Chestnut	N	2	0	2	2	2	2	2	0	0
40	Chestnut	Broad	City Hall	W	3	3	5	2	3	3	3	5	4
<b>TOTALS</b>					<b>277</b>	<b>89</b>	<b>259</b>	<b>281</b>	<b>188</b>	<b>188</b>	<b>177</b>	<b>135</b>	<b>77</b>

**OFF-STREET PARKING**

REF	No.	Description	Cap	Number Of Cars Parked At								
				8AM	10AM	12N	2PM	4PM	6PM	8PM	10PM	
41	Lot 7	Chestnut Avenue Lot	59	60	55	54	52	47	36	32	24	
17	Lot 8	Elm Street Lot	123	123	121	120	123	118	96	31	20	
1	Lot 9	City Section - Numbered	60	45	48	40	36	49	41	24	15	
2	Lot 9	BOE Section	106	87	104	91	100	24	18	53	44	
38	Lot 10	Railroad Avenue Lot	99	73	98	95	92	70	44	30	20	
30	Lot 16	YMCA / Library Lot	104	37	105	65	46	82	97	79	57	
7	Deck 6	Broad Street Garage	491	325	453	475	476	458	367	203	67	
8	Lot 13	Broad Street East Lot	180	144	203	212	206	198	150	76	31	
<b>TOTALS</b>				<b>1222</b>	<b>894</b>	<b>1187</b>	<b>1152</b>	<b>1131</b>	<b>1048</b>	<b>849</b>	<b>528</b>	<b>278</b>

**APPENDIX A.3  
OCCUPANCY COUNTS - ZONE 1  
SUMMIT, NJ**

COUNT DATE: June 18, 2016  
(Saturday)

**ON-STREET PARKING**

REF	Street	Limits	Side	Cap	Number Of Cars Parked At								
					8AM	10AM	12N	2PM	4PM	6PM	8PM	10PM	
1	Springfield	RR Tracks	Tier EE	S	3	3	1	3	4	2	0	1	0
4	Springfield	Tier EE	Maple	S	11	4	12	10	8	12	12	12	10
5	Springfield	Maple	Beechwood	S	5	5	5	6	5	5	5	5	4
6	Springfield	Beechwood	Summit	S	6	9	8	9	8	7	6	7	7
7	Springfield	Summit	Glenwood	S	5	1	6	6	6	5	6	7	5
8	Springfield	Summit	Waldron	N	13	0	14	13	13	7	11	11	13
9	Springfield	Glenwood	Irving	S	3	1	4	3	6	3	4	3	3
10	Springfield	Irving	Ruthven	S	4	0	4	4	6	0	0	2	2
11	Springfield	Waldron	Debary	N	5	0	1	2	2	1	0	3	0
12	Springfield	Ruthven	Debary	S	3	0	0	1	3	0	0	0	0
13	Springfield	Debary	Hobart	N	2	0	2	2	2	1	1	0	0
14	Springfield	Debary	Hobart	S	2	0	2	2	1	1	1	0	0
15	Franklin	Summit	Last Meter	S	10	1	10	8	5	2	10	8	5
16	Summit	Franklin	Bank	E	5	5	6	6	5	5	5	5	4
17	Summit	Springfield	DeForest	E	6	2	6	4	4	4	5	5	3
18	Summit	DeForest	Parmley	W	8	0	1	1	3	5	1	3	0
19	Summit	DeForest	Parmley	E	5	0	3	2	5	5	3	3	3
20	Summit	Parmley	Euclid	E	5	1	1	1	3	0	0	0	1
21	Summit	Euclid	Whittridge	E	3	1	0	0	0	0	0	0	0
22	Summit	Euclid	Whittridge	W	5	0	0	0	0	0	0	0	0
23	Summit	Euclid	Parmley	W	8	0	1	2	3	2	2	1	0
24	Parmley	Summit	Beechwood	S	8	0	1	2	4	1	0	2	1
25	Beechwood	Euclid	Parmley	E	7	2	6	7	3	3	1	0	1
26	Maple	Euclid	Office Bldg DW	E	8	1	3	3	1	1	0	0	0
28	DeForest	Maple	Beechwood	N	6	1	3	4	5	4	2	3	4
29	DeForest	Maple	Beechwood	S	5	0	2	3	1	2	1	5	4
31	Beechwood	DeForest	Parmley	E	2	0	0	3	0	0	0	1	0
32	DeForest	Beechwood	Summit	S	0	0	0	0	0	0	0	0	0
33	DeForest	Beechwood	Summit	N	3	0	0	0	0	0	0	0	1
35	Springfield	Beechwood	Summit	N	3	1	3	3	6	6	5	5	4
36	Springfield	Maple	Beechwood	N	8	0	7	8	8	6	8	8	7
37	Springfield	Woodland	Maple	N	11	2	11	11	10	11	11	11	11
38	Woodland	DeForest	Springfield	W	5	1	3	6	6	5	5	6	6
39	Springfield	Woodland	Kent Place	N	7	6	6	7	7	5	6	7	5
40	Kent Place	Springfield	DeForest	W	9	1	3	8	8	3	10	9	4
41	Kent Place	Springfield	DeForest	E	7	2	3	8	7	4	7	9	6
42	DeForest	Kent Place	Hillside	S	5	0	4	3	3	1	1	5	1
43	DeForest	Hillside	Woodland	N	1	0	0	0	1	0	0	0	0
44	DeForest	Woodland	Maple	S	8	2	7	7	3	5	3	6	3
46	DeForest	Woodland	Maple	N	3	1	3	4	1	2	1	0	0
47	Maple	Union	Springfield	W	7	5	7	7	5	7	8	7	6
48	Union	Maple	Beechwood	S	8	2	6	7	6	7	5	7	8
49	Union	Beechwood	Summit	S	9	9	10	10	9	9	9	9	7
51	Union	Maple	Beechwood	N	16	12	16	17	11	12	18	17	16
52	Beechwood	Union	Bank	E	4	4	5	5	6	4	4	5	2
53	Summit	Springfield	Bank	W	4	4	4	4	2	5	3	6	3
54	Bank	Beechwood	Summit	S	12	11	13	13	10	11	12	13	11
56	Summit	Bank	Union	W	6	7	7	8	7	6	6	6	5
57	Union	Beechwood	Summit	N	20	20	21	21	20	18	21	19	18
58	Beechwood	Union	Springfield	W	9	8	10	10	10	10	10	11	9
59	Beechwood	Springfield	DeForest	E	4	3	4	4	5	5	4	5	5
<b>TOTALS</b>					<b>324</b>	<b>138</b>	<b>255</b>	<b>278</b>	<b>257</b>	<b>220</b>	<b>233</b>	<b>258</b>	<b>208</b>

**OFF-STREET PARKING**

REF	No.	Description	Cap	Number Of Cars Parked At									
				8AM	10AM	12N	2PM	4PM	6PM	8PM	10PM		
45	Lot 1	DeForest & Woodland	144	12	30	54	79	45	38	48	46		
30	Lot 2	DeForest & Maple	74	3	40	48	49	50	41	67	54		
34	Lot 3	DeForest & Summit	76	13	41	47	39	30	23	30	19		
55	Lot 5	Bank Street Lot	29	25	26	28	22	22	21	29	20		
27	Lot 11	Maple Street "K" Lot	153	26	59	68	56	46	27	15	17		
50	Lot 14	RR - 24 Hour Lot	96	35	38	38	27	26	31	29	20		
2	Tier	Upper Levels	353	28	41	50	58	60	29	19	18		
3	Tier	Ground Level	78	4	35	47	15	18	28	53	47		
<b>TOTALS</b>			<b>843</b>	<b>146</b>	<b>306</b>	<b>378</b>	<b>345</b>	<b>297</b>	<b>238</b>	<b>290</b>	<b>241</b>		

Attachment: memo-accept 2016 parking assessment report (4566 : Accept Final Parking Assessment Report - Level G. Associates)

**APPENDIX A.4  
OCCUPANCY COUNTS - ZONE 2  
SUMMIT, NJ**

COUNT DATE: June 18, 2016  
(Saturday)

**ON-STREET PARKING**

REF	Street	Limits		Side	Cap	Number Of Cars Parked At							
						8AM	10AM	12N	2PM	4PM	6PM	8PM	10PM
3	Beauvoir	Morris	Beauvoir	W	8	Closed For Re-Surfacing							
4	Beauvoir	Walnut	Beauvoir	W	3	Closed For Re-Surfacing							
5	Wainut	Beauvoir	Industrial	N	12	5	1	2	4	6	6	5	5
6	Broad	Walnut	Garage EE	N	12	0	0	0	0	1	0	0	0
9	Broad	Walnut	Summit	S	12	0	7	3	3	2	2	0	0
10	Broad	Garage EE	Summit	N	11	0	0	2	2	3	1	1	0
11	Summit	Broad	Walnut	W	10	0	9	7	4	4	3	2	1
12	Summit	Broad	Walnut	E	10	1	3	7	7	2	4	3	1
13	Summit	Morris	Walnut	W	4	0	0	0	0	0	0	0	0
14	Summit	Morris	Walnut	E	4	1	0	0	0	0	0	0	0
16	Elm	Broad	Morris	W	23	2	3	1	2	2	3	5	1
18	Elm	Broad	Morris	E	27	0	4	9	7	4	3	3	4
20	Broad	Elm	Summit	S	9	0	0	0	0	0	0	0	1
21	Railroad	RR Station	Summit	N	11	2	3	1	5	6	5	8	7
22	Railroad	RR Station	Summit	S	10	4	9	3	7	5	9	8	8
23	Broad	Maple	Elm	N	9	9	8	7	5	6	6	8	5
24	Railroad	RR Station	Maple	S	6	3	5	5	5	4	6	6	6
25	Railroad	RR Station	Maple	N	12	4	8	8	9	6	12	12	11
26	Broad	Elm	Summit	N	11	0	3	4	5	7	7	5	3
27	Broad	Maple	Elm	S	10	4	6	3	5	7	7	7	7
28	Maple	Broad	Lot 16	W	0	0	0	0	0	0	0	0	0
29	Maple	Broad	Morris	E	12	10	10	10	7	5	2	2	1
31	Maple	Lot 16	Morris	W	8	4	5	4	3	0	0	0	0
32	Morris	Maple	Elm	N	10	0	0	0	1	1	1	0	0
34	Cedar	Broad	Morris	E	13	9	8	6	4	5	3	0	0
36	Broad	Lot 10	Maple	N	8	4	4	3	2	2	0	0	0
37	Railroad	Maple	Lot 10	S	7	2	5	4	1	0	1	6	5
39	Broad	Lot 10	Chestnut	N	2	1	1	0	0	0	0	0	0
40	Chestnut	Broad	City Hall	W	3	0	1	1	0	0	0	0	0
<b>TOTALS</b>					<b>277</b>	<b>65</b>	<b>103</b>	<b>90</b>	<b>88</b>	<b>78</b>	<b>81</b>	<b>81</b>	<b>68</b>

**OFF-STREET PARKING**

REF	No.	Description	Cap	Number Of Cars Parked At								
				8AM	10AM	12N	2PM	4PM	6PM	8PM	10PM	
41	Lot 7	Chestnut Avenue Lot	59	9	11	8	7	8	10	18	12	
17	Lot 8	Elm Street Lot	123	18	31	26	26	25	16	12	11	
1	Lot 9	City Section - Numbered	60	13	8	9	12	10	11	11	12	
2	Lot 9	BOE Section	106	0	2	19	6	0	0	0	0	
38	Lot 10	Railroad Avenue Lot	99	96	95	90	75	57	29	29	27	
30	Lot 16	YMCA / Library Lot	104	91	92	89	53	44	21	2	0	
7	Deck 6	Broad Street Garage	491	34	112	111	111	107	64	52	45	
8	Lot 13	Broad Street East Lot	180	4	31	32	39	39	29	19	19	
<b>TOTALS</b>				<b>1222</b>	<b>265</b>	<b>382</b>	<b>384</b>	<b>329</b>	<b>290</b>	<b>180</b>	<b>143</b>	<b>126</b>

**APPENDIX A.5  
OCCUPANCY COUNT SUMMARIES  
SUMMIT, NJ**

Thursday - June 9, 2016	Capac	Number Of Cars Parked At							
		8AM	10AM	12N	2PM	4PM	6PM	8PM	10PM
Zone 1 / On-Street	324	222	294	345	276	266	258	202	131
Zone 1 / Off-Street	943	328	783	909	801	738	442	326	184
Zone 1 / Total	1267	550	1077	1254	1077	1004	700	528	315
Zone 2 / On-Street	277	89	259	261	188	188	177	135	77
Zone 2 / Off-Street	1222	894	1187	1152	1131	1046	849	528	278
Zone 2 / Total	1499	983	1446	1413	1319	1234	1026	663	355
Zones 1 & 2 / On-Street	601	311	553	606	464	454	435	337	208
Zones 1 & 2 / Off-Street	2165	1222	1970	2061	1932	1784	1291	854	462
Zones 1 & 2 / Total	2766	1533	2523	2667	2396	2238	1726	1191	670

Saturday - June 18, 2016	Capac	Number Of Cars Parked At							
		8AM	10AM	12N	2PM	4PM	6PM	8PM	10PM
Zone 1 / On-Street	324	138	255	278	257	220	233	258	208
Zone 1 / Off-Street	943	146	308	378	345	297	238	290	241
Zone 1 / Total	1267	284	563	656	602	517	471	548	449
Zone 2 / On-Street	277	65	103	90	88	78	81	81	66
Zone 2 / Off-Street	1222	295	382	384	329	290	180	143	126
Zone 2 / Total	1499	330	485	474	417	368	261	224	192
Zones 1 & 2 / On-Street	601	203	358	368	345	298	314	339	274
Zones 1 & 2 / Off-Street	2165	411	690	762	674	587	418	433	367
Zones 1 & 2 / Total	2766	614	1048	1130	1019	885	732	772	641

**BY PERCENTAGE:**

Thursday - June 9, 2016	Capac	Parking Spaces Occupied At							
		8AM	10AM	12N	2PM	4PM	6PM	8PM	10PM
Zone 1 / On-Street	324	68.5%	90.7%	106.5%	85.2%	82.1%	79.6%	62.3%	40.4%
Zone 1 / Off-Street	943	34.8%	83.0%	96.4%	84.9%	78.3%	46.9%	34.6%	19.5%
Zone 1 / Total	1267	43.4%	85.0%	99.0%	85.0%	78.2%	55.2%	41.7%	24.9%
Zone 2 / On-Street	277	32.1%	93.5%	94.2%	67.9%	67.9%	63.9%	48.7%	27.8%
Zone 2 / Off-Street	1222	73.2%	97.1%	94.3%	92.6%	85.6%	69.5%	43.2%	22.7%
Zone 2 / Total	1499	65.8%	98.5%	94.3%	88.0%	82.3%	68.4%	44.2%	23.7%
Zones 1 & 2 / On-Street	601	51.7%	92.0%	100.8%	77.2%	75.5%	72.4%	56.1%	34.6%
Zones 1 & 2 / Off-Street	2165	58.4%	91.0%	95.2%	89.2%	82.4%	59.6%	39.4%	21.3%
Zones 1 & 2 / Total	2766	55.4%	91.2%	96.4%	86.6%	80.9%	62.4%	43.1%	24.2%

Saturday - June 18, 2016	Capac	Parking Spaces Occupied At							
		8AM	10AM	12N	2PM	4PM	6PM	8PM	10PM
Zone 1 / On-Street	324	42.6%	78.7%	85.8%	79.3%	67.9%	71.9%	79.6%	64.2%
Zone 1 / Off-Street	943	15.5%	32.7%	40.1%	36.6%	31.5%	25.2%	30.8%	25.8%
Zone 1 / Total	1267	22.4%	44.4%	51.8%	47.5%	40.8%	37.2%	43.3%	35.4%
Zone 2 / On-Street	277	23.5%	37.2%	32.5%	31.8%	28.2%	29.2%	29.2%	23.8%
Zone 2 / Off-Street	1222	21.7%	31.3%	31.4%	26.9%	23.7%	14.7%	11.7%	10.3%
Zone 2 / Total	1499	22.0%	32.4%	31.8%	27.8%	24.5%	17.4%	14.6%	12.8%
Zones 1 & 2 / On-Street	601	33.8%	59.8%	61.2%	57.4%	49.6%	52.2%	56.4%	45.6%
Zones 1 & 2 / Off-Street	2165	19.0%	31.8%	35.2%	31.1%	27.1%	19.3%	20.0%	17.0%
Zones 1 & 2 / Total	2766	22.2%	37.9%	40.9%	36.8%	32.0%	26.5%	27.9%	23.2%

Resolution (ID # 4578)  
December 6, 2016

**AUTHORIZE STATE CONTRACT PURCHASE - (1) 2017 FORD F250 TRUCK WITH  
EXTENDED CAB AND LIFT GATE - \$31,796.50**

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

That, in accordance with the City Treasurer's certification of the availability of funds in Account #6-09-55-512-000-000, a copy of which is attached hereto and made a part of this resolution, and the memo dated November 29, 2016 from the Parking Services Manager, pursuant to State Contract Vendor #A88727, Contract #T-2100, from Beyer Ford, 170 Ridgedale Avenue, Morristown, NJ 07962, purchase of one (1) new, unused 2017 Ford F250 SRW SL 4 WD Supercab pickup truck with 8' bed, extended cab and lift gate, at a total cost of \$31,796.50 be and is hereby authorized.

Dated: December 6, 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, December 6, 2016.

City Clerk

# PARKING SERVICES AGENCY

CITY HALL, 512 SPRINGFIELD AVENUE, SUMMIT, NJ 07901  
 P: 908.522.5100 F: 908.277.2977  
 PARKING@CITYOFSUMMIT.ORG  
 WWW.CITYOFSUMMIT.ORG



## MEMORANDUM

To: Members of General Services  
 From: Rita M. McNany, Parking Services Manager  
 Date: November 29, 2016  
 Re: Request for Replacement of Parking Services Truck - \$31,796.50

The collection truck was purchased in 2003. This truck has been utilized for the last 13 years. While the mileage is low at 54,404 please keep in mind these are city miles with many stops especially when conducting collections.

Attached, please find the following:

1. Request for Funding and Purchase:

2013 Capital Funding Request for Truck Replacement	\$40,000	Denied
2014 Operating Budget Funding for Truck Replacement	\$30,000	Approved
2014 Request to Purchase	\$30,000	Denied
2015 Operating Budget Funding for Truck Replacement	\$30,000	Approved
2015 Request to Purchase	\$30,000	Denied
2016 Funding Available (from Surplus)	\$30,000	GS Approved
2016 Request to Purchase to Council Dec. 6, 2016	\$31,796.50	

Parking Services was asked to try and extend the life of the truck which we most certainly have; however, it is time to replace the truck.

- Kelley Blue Book Value of the 2003 GMC Truck is \$4,356 - \$5,765 - which can be sold at Auction
- Attached are the maintenance records from 2004 to present for the work performed.
- Cost of repairs for the last three years (\$3,453.86) which is just shy of what the vehicle is worth.
- Tailgate is barely functioning and is extremely slow. More importantly there is rust all along the bottom which is a safety hazard (see attached pictures). Collection staff must load the collection canisters onto the collection cart and then onto the lift as well as the counted bagged coins to be transported to the bank. With the weight of all the coins, the lift can simply break altogether. In addition, I timed our current lift mechanism and a new one. The current lift takes twice as long to open up as a new one. The slow lift is extremely time consuming and adds significant time to collections.
- The list of duties besides collection is the daily maintenance of all machines (paper, ribbons, card readers), daily delivery of all city hall deposits, Post Office deliveries for the tax department, delivery of Council, Planning/Zoning board tapes to TV-36, crossing guard and traffic posts, barricade deliveries/bagging of meters for all city emergencies, construction projects, special events and block parties.

- 7. In addition, prior to all of the additional lots the City manages currently, the maintenance personnel used to assist with ticketing. I reduced the collections from five days per week to 3 days.

While the intent is to reduce our cash handling by adding street kiosks, we are not a cashless society. With the short-term locations there will be a need to collect the kiosks two to three times per week. Collections will never completely go away but allows for other duties to be performed.

We sought three quotes for a 2017 Ford 250 with extended cab and 1 1/2 doors. We did look into a 2016 left over and none were available.

- 1. The lowest price is through a NJ State Contract (#A88727) purchase for a total of \$31,796.50 by which funds will come out of the Capital Outlay account. There are sufficient funds in this account for the total purchase price of \$31,796.50.
- 2. Morris County Coop price was \$32,210
- 3. Cranford Co-op did not offer this model.

Thank you for your consideration. Please approve the purchase of this vehicle.

***Collection Canisters***

***Collection Cart and Money Transporter***



***Rusted out lift gate***

***Floor of truck breaking through***



**PARKING SERVICES AGENCY  
2016 TRUCK PURCHASE**

<p><b>NJ State Contract A88727</b> 2017 Ford F-250 SRW XL 4 WD Supercab 1 1/2 Doors</p> <p><b>Specs:</b> Air Conditioning Alternator Extra Heavy-Duty 200-Amp AM/FM Radio Backup Alarm - Option Battery - 72-Amp/Hr 650CCA Maintenance Free Bedliner - Spray-in Bed Liner - Option Brakes - Four-Wheel Disc (ABS) Body Style - Supercab V8 with 8' bed Bumper Front/rear step Dome light - Option Engine - V-8 Gas Floor Covering - Vinyl/Rubber 4-Way Driver &amp; Passenger Seat 60/40 Split Bench Rear Paint to be selected at time of order Power Equipment Group - Option</p>	<p>\$ 25,378.00</p> <p>\$ 175.00</p> <p>\$ 575.00</p> <p>\$ 158.00</p> <p>\$ 823.50</p> <p>\$ 490.00</p> <p>\$ 90.00</p> <p>\$ 85.00</p> <p>\$ 27,774.50</p> <p>Optional:</p> <p>LED Roof Clearance Lights Tommy-Gate</p>	<p><b>Specs:</b> Air Conditioning Alternator AM/FM Radio Backup Alarm Battery Bedliner - Spray-in Bed Liner Brakes - Manufacturer standard Body Style - Extended Cab Bumper Front/rear step Dome light Engine - V-8 Gas Floor Covering - Black Vinyl Floor Mats Front Vinyl Bench seat Paint to be selected at time of order Power Windows and door lock package Factory installed running boards, Nerf Bar Rust Protection to include undercoating Sliding Rear Window Splash Guards Snow Plow prep package Frame mounted trailer hitch Tires-Manufacturer standard mud/snow tires/wheels Wheelbase - Manufacturer standard</p> <p><b>Optional:</b> LED Roof Marker/Clearance Lamps Tommy-Gate</p>	<p><b>Morris County Cooperative Pricing Council</b> 2016/2017 FORD F-250 Extended Cab 1 1/2 Doors</p> <p>\$ 28,052</p> <p>\$ 118</p> <p>\$ 3,950</p> <p>\$ 32,120</p> <p><b>Cranford Police Cooperative Pricing System</b> 2016/2017 FORD F-250 MODEL NOT AVAILABLE IN THIS CO-OP</p>
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**CITY OF SUMMIT - PARKING SERVICES AGENCY  
2015 ANTICIPATED REVENUES**

2015 Revenues As of June 18, 2015	2012		2013		2014		2015		2014 vs 2015	
	Actual	Budget	Actual	Budget	Actual	Budget	Budget	Budget	Budgets	%
Subtotal Revenues	2,583,588	2,965,869	3,107,721	3,131,126	2,965,869	2,961,132	(4,737)	-0.2%		
Anticipating Capital Surplus	20,000	0	20,000	0	100,000	140,000	40,000	28.6%		
Anticipating Operating Surplus - Balance Budget							100,000	100.0%		
Anticipating Operating Surplus - Garage Downpayment							480,000	100.0%		
Note Premium - Capital Surplus	0	47,000	0	47,000	47,000	0	0	0.0%		
Less Refunds	(5,772)	(8,000)	(8,356)	(14,228)	(8,000)	(8,000)	0	0.0%		
Less NJ Sales Tax - 7% - Transit Lot Only	(7,258)	(8,000)	(7,353)	(7,390)	(8,000)	(8,000)	0	0.0%		
Subtotal Revenues	2,590,558	3,156,508	3,112,012	3,156,508	3,096,869	3,665,132	568,263	15.5%		
Less Capital Reserve Fund	(73,003)	(124,567)	(116,538)	(124,567)	(120,000)	(120,000)	0	0.0%		
<b>GRAND TOTAL REVENUES</b>	<b>2,517,555</b>	<b>3,031,942</b>	<b>2,995,474</b>	<b>3,031,942</b>	<b>2,976,869</b>	<b>3,545,132</b>	<b>568,263</b>	<b>16.0%</b>		
<sup>5</sup> Capital Improvement Fund-\$140,000-Site Analysis/Traffic Study (\$50K) Deferred Charges (\$10K), New Truck (\$30K) & Office Renovation (\$50K)										
<sup>6</sup> Anticipating Operating Surplus to simply balance the budget. To cover 2014 paid credit card fees not budget										
<sup>7</sup> Anticipating Operating Surplus for the new Garage down payment from the Operating Account Surplus which is currently at \$1,556,371										
Revised numbers June 18, 2015										

**CITY OF SUMMIT -PARKING SERVICES AGENCY  
2014 ANTICIPATED REVENUES**

2014 Revenues	2011		2012		2013		2014		2013 vs 2014	
	Actual		Actual		Actual	Budget	Budget		Budgets	%
Less NJ Sales Tax - 7% - Transit Lot Only	(3,648)		(7,258)		(7,353)	(6,500)	(8,000)		(1,500)	18.8%
Subtotal Revenues	2,445,551		2,590,558		3,111,512	2,831,243	3,091,419		260,176	8.4%
Less Capital Reserve Fund	(43,264)		(73,003)		(116,538)	(80,000)	(120,000)		(40,000)	33.3%
<b>GRAND TOTAL REVENUES</b>	<b>2,402,287</b>		<b>2,517,555</b>		<b>2,994,974</b>	<b>2,751,243</b>	<b>2,971,419</b>		<b>220,176</b>	<b>7.4%</b>
<sup>5</sup> Capital Improvement Fund using for Deferred Charges (\$20K), New Truck (\$30K) and Digital Permit System (\$50K)										



# PARKING SERVICES AGENCY

CITY HALL, 512 SPRINGFIELD AVENUE, SUMMIT, NJ 07901

P: 908.522.5100 F: 908.277.2977

rmcnany@cityofsummit.org

WWW.CITYOFSUMMIT.ORG



## MEMORANDUM

To: Mayor Dickson and Members of Common Council  
 From: Rita M. McNany, Parking Services Manager  
 CC: Christopher J. Cotter, Scott Olsen, Beth Kinney, Paul Cascais  
 Date: May 2, 2013  
 Re: Bond Ordinance Appropriating \$140,000 - Parking Utility - Various Improvements

Parking Services is seeking funding approval from Council on the following capital projects:

1. **Replacement of Collection Vehicle - \$40,000**  
 The vehicle is 10 years old and is in need of replacement. The truck is used daily to collect the money from all the street meters and parking lots/garages; maintenance of all street meters and payment machines, bagged meters, barricade deliveries for the block parties, construction projects, special events and emergencies in Summit.
2. **Parking Lot Improvements - \$50,000**  
 Every year lot improvements are made to one or two city parking lots dependent upon the size of the parking lot. A few lots needing improvements are the K-Lot, PO Lot, Elm and Sampson Lots.
3. **New Digital Permit & Web-Based Payment System - \$50,000**  
 The current permit system will be unsupported by the end of 2013. Technologies are rapidly expanding in the parking industry trending towards a more digital environment.

Parking Services is researching a new digital permitting system with on-line payment capabilities. Our current system allows for pre-paid parking payments for parking fees not for the actual permit. Parking Services wishes to secure a permitting system that permit holders can apply for a permit on-line and not have to visit City Hall. In 2012, we serviced 400+ visitors each month to either purchase permits or to make a prepayment at our counter. There will still be some walk-in visitors needing an immediate permit for either Parking or the Transfer Station. Our intent is to greatly reduce this manual effort.

The new digital permit system must also work succinctly with our E-Ticketing software adding in-vehicle LPR cameras streamlining our enforcement efforts.

As you are aware, Summit's residential permit system is a dual permit for access into the Transfer Station and for parking. I will be working with the Director of DCS and the Superintendent of Public Works incorporating the Transfer Station's needs. Our intent is to have the new system in place by the end of 2013.

Therefore, I respectfully request the introduction of the attached ordinance.



Advertisement

# 2003 GMC Sierra 1500 Regular Cab Pricing Report



**Style:** Pickup 2D 8 ft  
**Mileage:** 53,877

## Trade In To a Dealer

Trade-in Range <b>\$4,356 - \$5,765</b>
Trade-in Value <b>\$5,061</b>



Trade-in Values valid for your area through 11/10/2016  
Good Condition

## Vehicle Highlights

Fuel Economy: City 14/Hwy 18/Comb 16 MPG	Max Seating: 3
Doors: 2	Engine: V8, 4.8 Liter
Drivetrain: 2WD	Transmission: Automatic
EPA Class: Standard Pickup Trucks	Body Style: Pickup
Country of Origin: United States	Country of Assembly: United States

## Your Configured Options

Our pre-selected options, based on typical equipment for this car.

✓ Options that you added while configuring this car.

### Engine

V8, 4.8 Liter

### Transmission

Automatic

### Drivetrain

2WD

### Braking and Traction

ABS (4-Wheel)

### Comfort and Convenience

Air Conditioning

### Steering

Power Steering

Tilt Wheel

### Entertainment and Instrumentation

AM/FM Stereo

### Safety and Security

Dual Air Bags

### Wheels and Tires

Steel Wheels

## Glossary of Terms

**Kelley Blue Book® Trade-In Value** - This is the amount you can expect to receive when you trade in your car to a dealer. This value is determined based on the style, condition, mileage and options indicated.

**Trade-In Range** - The Trade-In Range is Kelley Blue Book's estimate of what you can reasonably expect to receive this week based on the style, condition, mileage and options of your vehicle when you trade it in to a dealer. However, every dealer is different and values are not guaranteed.

**Kelley Blue Book® Private Party Value** - This is the starting point for negotiation of a used-car sale between a private buyer and seller. This is an "as is" value that does not include any warranties. The final price depends on the car's actual condition and local market factors.

### Tip:

It's crucial to know your car's true condition when you sell it, so that you can price it appropriately. Consider having your mechanic give you an objective report.

Attachment: Truck Purchase - Memo (4578 : Authorize State Contract Purchase - (1) 2017 Ford F250 Truck with Extended Cab and Lift Gate -

**Private Party Range** - The Private Party Range is Kelley Blue Book's estimate of what you can reasonably expect to receive this week for a vehicle with stated mileage in the selected condition and configured with your selected options, excluding taxes, title and fees when selling to a private party.

**Excellent Condition** - 3% of all cars we value. This car looks new and is in excellent mechanical condition. It has never had paint or bodywork and has an interior and body free of wear and visible defects. The car is rust-free and does not need reconditioning. Its clean engine compartment is free of fluid leaks. It also has a clean title history, has complete and verifiable service records and will pass safety and smog inspection.

**Very Good Condition** - 23% of all cars we value. This car has minor wear or visible defects on the body and interior but is in excellent mechanical condition, requiring only minimal reconditioning. It has little to no paint and bodywork and is free of rust. Its clean engine compartment is free of fluid leaks. The tires match and have 75% or more of tread. It also has a clean title history, with most service records available, and will pass safety and smog inspection.

**Good Condition** - 54% of all cars we value. This car is free of major mechanical problems but may need some reconditioning. Its paint and bodywork may require minor touch-ups, with repairable cosmetic defects, and its engine compartment may have minor leaks. There are minor body scratches or dings and minor interior blemishes, but no rust. The tires match and have 50% or more of tread. It also has a clean title history, with some service records available, and will pass safety and smog inspection.

**Fair Condition** - 18% of all cars we value. This car has some mechanical or cosmetic defects and needs servicing, but is still in safe running condition and has a clean title history. The paint, body and/or interior may need professional servicing. The tires may need replacing and there may be some repairable rust damage.

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Attachment: Truck Purchase - Memo (4578 : Authorize State Contract Purchase - (1) 2017 Ford F250 Truck with Extended Cab and Lift Gate -



SERVICE RECORD FOR YEAR \_\_\_\_\_  
DEPARTMENT \_\_\_\_\_

DATE PURCHASED 03

EQUIP. NO. #13  
DESCRIPTION GMC  
MODEL P10

6.0 Vortec  
Parking authority

Date	Oil Change	Greased	Adjustments	REPAIRS	Speedometer Reading
2-5-04	✓	✓	oil jelly	Top fluids PMA OK.	2,298
3-4-04	✓	✓	oil jelly	Repair Exh Bar	4,758
3-7-05	✓	✓	oil jelly	Top fluids	7,934
1-6-06	✓	✓	oil jelly	Rotate, Transfer tail seal	11,797
2-14-06				Dealer Replaces Back Computer	12,550
3-21-06	✓	✓	oil jelly	Top fluids	14,823
1-19-07	✓	✓	oil jelly	4 Tires 2 Bulbs	16,969
1-9-08	✓	✓	oil FILTER	✓ BRAKES, BATTERY, TIRES, TOP FLUIDS	21,837
6-30-08	✓	✓	oil FILTER	Top Fluids ✓ BRAKES ROTATE TIRES	24,254
8-6-08		✓		Reps, windows and fuel	24,815
2-10-09	✓	✓	oil jelly	L/F axle seal Top fluids, Rotate	26,913
2-1-09				L/F Headlight	28,599
2-1-09				Battery ✓ Charge	29,254
1-21-10	✓	✓	oil jelly	2 tires new BCM Repair lights Top fluids	29,912
1-22-10				Fuel Pump	30,134
2-8-10	✓	✓	oil jelly	2 Front Tires, air, Replaces top fluids	32,816
1-20-11	✓	✓	oil jelly	Rotate Top fluids, L/F Headlight, Valley Bull	34,629
2-5-11				Gate Cable	35,909
1-12	✓	✓	oil jelly	Top fluids, Rotate, 2 Pump Boards	37,445
1-4-12				L/F Headlight & Plug	37,732
1-6-12				Repair Lift Gate Cable	38,280
2-13				Jump + Charge Battery	40,703
1-6-13	✓	✓	oil FILTER	New Fuel, Top Fluids 2 New Front Tires	41,909

Attachment: Truck Purchase - Memo (4578 : Authorize State Contract Purchase - (1) 2017 Ford F250 Truck with Extended Cab and Lift Gate -



Monthly Collection Schedule Example

MONDAY 10/3/2016	TUESDAY 10/4/2016	WEDNESDAY 10/5/2016	THURSDAY 10/6/2016	FRIDAY 10/7/2016
YMCA/Library	<p>DEFOREST LOTS BANK TG 1, 2, 3</p> <p>WOODLAND AVE 7 WALNUT 2 1/2wks 11 Broad St #1 - 31 51 10 days #58 - 75 BEAUVOIR 10 days 11 SUMMIT Ave 10 days 21-85 64 DEFOREST 7days 33 UNION PLACE 47-49 19 2xwk 31-43 15-17</p> <p>198</p>	YMCA/Library	<p>Maple ST 10 days 34 KENT PLACE BLVD 10 days 18 SPRINGFIELD AVE 1wks 86 RR AVE 7days 1 - 46 46</p> <p>182</p>	<p>YMCA/Library DEFOREST LOTS BANK</p> <p>Summit Ave. 1-20 7 days 20 PARMLEY PL 9 ELM ST 10 days 48 UNION PLACE 1/wk 48 Bank St. 10 days 12 Beechwood 7 days 17 CEDAR 7days 12 FRANKLIN 7 days 10</p> <p>176</p>
Time Started: _____ Time Completed: _____	Time Started: _____ Time Completed: _____	Time Started: _____ Time Completed: _____	Time Started: _____ Time Completed: _____	Time Started: _____ Time Completed: _____
MONDAY 10/7/2016	TUESDAY 10/8/2016	WEDNESDAY 10/9/2016	THURSDAY 10/10/2016	FRIDAY 10/11/2016
HOLIDAY	<p>DEFOREST LOTS BANK TG 3 BSG YMCA/Library</p> <p>WOODLAND AVE 7 SUMMIT Ave 10 days 21-85 64 Broad St #32 -55 34 2 wks # 76 -85 DEFOREST 7days 33 UNION PLACE 47-49 19 2xwk 31-43 15-17</p> <p>157</p>	YMCA/Library	<p>Summit Ave. 1-20 7 days 20 Broad St #1 - 31 51 10 days #58 - 75 SPRINGFIELD AVE 1wks 86 RR AVE 7days 1 - 46 46</p> <p>203</p>	<p>YMCA/Library DEFOREST LOTS BANK</p> <p>Bank St. 10 days 12 Beechwood 7 days 17 BEAUVOIR 10 days 11 KENT PLACE BLVD 10 days 16 Maple ST 10 days 34 UNION PLACE 1/wk 48 CEDAR 7days 12 FRANKLIN 7 days 10</p> <p>160</p>
Time Started: _____ Time Completed: _____	Time Started: _____ Time Completed: _____	Time Started: _____ Time Completed: _____	Time Started: _____ Time Completed: _____	Time Started: _____ Time Completed: _____
MONDAY 10/17/2016	TUESDAY 10/18/2016	WEDNESDAY 10/19/2016	THURSDAY 10/20/2016	FRIDAY 10/21/2016
YMCA/Library	<p>DEFOREST LOTS BANK TG 1, 2, 3</p> <p>WALNUT 2 1/2wks 11 SUMMIT Ave 10 days 21-85 64 PARMLEY PL 9 DEFOREST 7days 33 ELM ST 10 days 48 UNION PLACE 47-49 19 2xwk 31-43 15-17</p> <p>184</p>	YMCA/Library	<p>Summit Ave. 1-20 7 days 20 SPRINGFIELD AVE 1wks 86 RR AVE 7days 1 - 46 46</p> <p>152</p>	<p>YMCA/Library DEFOREST LOTS BANK</p> <p>Maple ST 10 days 34 Beechwood 7 days 17 Broad St #1 - 31 51 10 days #58 - 75 UNION PLACE 1/wk 48 CEDAR 7days 12 FRANKLIN 7 days 10</p> <p>172</p>
Time Started: _____ Time Completed: _____	Time Started: _____ Time Completed: _____	Time Started: _____ Time Completed: _____	Time Started: _____ Time Completed: _____	Time Started: _____ Time Completed: _____
MONDAY 10/24/2016	TUESDAY 10/25/2016	WEDNESDAY 10/26/2016	THURSDAY 10/27/2016	FRIDAY 10/28/2016
YMCA/Library	<p>DEFOREST LOTS BANK TG 3 Sampson PK RAIL PK RIDE</p> <p>WOODLAND AVE 7 Bank St. 10 days 12 BEAUVOIR 10 days 11 Broad St #32 -55 34 2 wks # 76 -85 KENT PLACE BLVD 10 days 16 DEFOREST 7days 33 UNION PLACE 47-49 19 2xwk 31-43 15-17</p> <p>132</p>	YMCA/Library	<p>KLOT CHESTNUT PO LOT</p> <p>SUMMIT Ave 10 days 21-85 64 SPRINGFIELD AVE 1wks 86 RR AVE 7days 1 - 46 46</p> <p>196</p>	<p>YMCA/Library DEFOREST LOTS BANK ELM ST LOT</p> <p>Summit Ave. 1-20 7 days 20 Maple ST 10 days 34 ELM ST 10 days 48 Beechwood 7 days 17 UNION PLACE 1/wk 48 CEDAR 7days 12 FRANKLIN 7 days 10</p> <p>189</p>
Time Started: _____ Time Completed: _____	Time Started: _____ Time Completed: _____	Time Started: _____ Time Completed: _____	Time Started: _____ Time Completed: _____	Time Started: _____ Time Completed: _____

Attachment: Truck Purchase - Memo (4578 : Authorize State Contract Purchase - (1) 2017 Ford F250 Truck with Extended Cab and Lift Gate -

## 2016 Events, Barricades & Bagged Meters

<b>Event</b>	<b>Date</b>	<b>Street</b>	<b>Barricades / Bagged Meters</b>
Skate Event	2/6/16	Elm Street	6 Barricades deliver date 2/5/16
Farmers Market	4/17 thru 11/20/16		
Girls Night Out	5/5/16	Bank St.	4 Barricades deliver date 5/4/16
Spring Street Fair	5/15/16	Multiple St.'s	47 Barricades deliver date 5/13/16
Our House run	5/21/16	Multiple St.'s	13 Barricades deliver date 5/20/16 all meters bagged on Franklin
American Fish Fry	5/21/16	Bank St.	8 Barricades deliver date 5/20/16
Memorial Day Parade	5/30/16		
PAL Pet Show	6/12/16		
Cars & Croissants	6/19/16	Multiple St.'s	26 Barricades deliver date 6/17/16
Overlook 5K Run	6/20/16		
July 4 <sup>th</sup> Celebration	7/4/16		
Summer Concert Series	7/12, 7/19, 7/26, 8/9		
Screen on the Green	7/21, 7/28, 8/4, 8/11, 10/28		
National Night Out	8/2/16	Multiple St.'s	12 Barricades deliver date 8/1/16 Meters bagged on Maple, Broad an Elm
Unitarian Church March	9/25/16	Multiple St.'s	10 Barricades deliver date 9/23/16
PAL Halloween Parade	10/22/16		
Car Show	11/1/16	Multiple Streets	26 Barricades deliver date 9/30/16
Santa's Arrival	12/3/16	Maple Street	8 Barricades deliver date 12/1/16
			<b>Total Barricades 160</b>



# BEYER FORD

170 Ridgedale Ave.  
Morristown, NJ 07960

# Quote

12.A.2.b

To: Summit	From: Coert Seely
	Phone/Fax: (973) 463-3065 / (973) 884-2650
	Vehicle: Beyer Fleet
	Pick Up: 31 Williams Parkway
	Location: East Hanover, NJ 07936

**2017 FORD F-250 SRW XL 4WD SUPERCAB 164" WB w/ 8' Bed**  
**NJ STATE CONTRACT**  
**A88727**

6.2L 2-Valve SOHC EFI NA V8 Flex Fuel  
 Transmission: TorqShift-G 6-Spd Auto  
 3.73 Axle Ratio (STD)  
 50-State Emissions System  
 Transmission w/Oil Cooler  
 Manual Transfer Case  
 Part-Time Four-Wheel Drive  
 72-Amp/Hr 650CCA Maintenance-Free Battery  
 Extra Heavy-Duty 200-Amp Alternator  
 Class V Towing w/Harness, Hitch  
 3560# Maximum Payload  
 GVWR: 10,000 lb Payload Package  
 HD Shock Absorbers  
 Front Anti-Roll Bar  
 Firm Suspension  
 Hydraulic Power-Assist Steering  
 34 Gal. Fuel Tank  
 Single Stainless Steel Exhaust  
 Manual Locking Hubs  
 Front Suspension w/Coil Springs  
 Leaf Rear Suspension w/Leaf Springs  
 4-Wheel Disc Brakes w/4-Wheel ABS  
 Wheels: 17" Argent Painted Steel  
 Tires: LT245/75R17E BSW A/S PLUS (4)  
 Regular Box Style  
 Steel Spare Wheel  
 Full-Size Spare Tire Stored Underbody  
 Clearcoat Paint  
 Black Front Bumper w/Black Rub Strip  
 Black Rear Step Bumper  
 Fixed Rear Window  
 Light Tinted Glass  
 Variable Intermittent Wipers  
 Aluminum Panels  
 Black Grille  
 Front License Plate Bracket  
 Tailgate Rear Cargo Access  
 Reverse Opening Rear Doors  
 Manual Tailgate/Rear Door Lock  
 Halogen Headlamps w/Delay-Off  
 Cargo Lamp Integrated w/High Mount Stop Light

Radio: AM/FM Stereo -inc: 6 speakers  
 Fixed Antenna  
 1 LCD Monitor In The Front  
 Front Seats w/Manual Driver Lumbar  
 4-Way Driver Seat -inc: Manual Recline,  
 4-Way Passenger Seat -inc: Manual Recline  
 60-40 Folding Split-Bench Fold-Up Cushion Rear Seat  
 Manual Tilt/Telescoping Steering Column  
 Gauges -inc: Speedometer, Odometer, Oil Pressure  
 Fixed Rear Windows  
 6 Person Seating Capacity  
 Front Cupholder  
 Manual Air Conditioning  
 HVAC -inc: Underseat Ducts  
 Illuminated Locking Glove Box  
 Day-Night Rearview Mirror  
 2 12V DC Power Outlets  
 Full Overhead Console w/Storage  
 Front Map Lights  
 Fade-To-Off Interior Lighting  
 Full Vinyl/Rubber Floor Covering  
 Underhood And Pickup Cargo Box Lights  
 Instrument Panel Bin and Covered Dashboard Storage  
 Manual 1st Row Windows  
 Systems Monitor  
 Trip Computer  
 Outside Temp Gauge  
 Analog Display  
 Manual Adjustable Front Head Restraints  
 Securilock Anti-Theft Ignition (pats) Engine Immobilizer  
 Air Filtration  
 Electronic Stability Control (ESC)  
 ABS And Driveline Traction Control  
 Side Impact Beams  
 Dual Stage Driver/Passenger Seat-Mounted Side Airbags  
 Low Tire Pressure Warning  
 Dual Stage Driver/Passenger Front Airbags  
 Mykey System  
 Chimes and Beltminder w/Audio Mute  
 Safety Canopy System Curtain 1st And 2nd Row Airbags  
 Outboard Front Lap And Shoulder Safety Belts

**Base Price \$ 25,378.00**

**Options for F250**

Power Equipment Group	\$	915.00
Transfer Case & Fuel Tank Skid Plates	\$	100.00
LED Roof Clearance Lights	\$	80.00
State Discount (10% off Factory MSRP Options)	\$	(109.50)
Spray-In Bedliner	\$	575.00
Back Up Alarm	\$	175.00
Vehicle Undercoating	\$	490.00
Dome Light	\$	158.00
Snow Plow Prep Package	\$	85.00
Tommy Gate 1300# liftgate	\$	3,950.00
<b>Option Total</b>	<b>\$</b>	<b>6,418.50</b>
<b>Budget Total</b>	<b>\$</b>	<b>31,796.50</b>

Date: 11/30/2016

Quote is good for 60 Days

Attachment: Truck Quote (4578 : Authorize State Contract Purchase - (1) 2017 Ford F250 Truck with Extended Cab and Lift Gate - \$31,)

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: December 6, 2015  
Resolution Doc Id: 4578

Vendor: Beyer Ford  
170 Ridgedale Ave  
Morristown, NJ 07960

Purchase Order Number: 16-03833

Account Number	Amount	Account Description
6-09-55-512-000-000	\$31,796.50	Parking Capital Outlay

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

*Melissa Berger*  
Assistant City Treasurer

Resolution (ID # 4407)  
December 6, 2016

**AUTHORIZE SUBMISSION OF NJ DEP "WORKPLACE CHARGING GRANT PROGRAM"  
APPLICATION - ELECTRONIC VEHICLE (EV) CHARGING STATIONS**

WHEREAS, in a memo dated November 29, 2016, the Parking Services Manager advises that the New Jersey Department of Environmental Protection (NJ DEP) is offering a "Workplace Charging Grant Program (It Pay\$ to Plug In)" which will reimburse applicants up to \$5,000.00 per Level 2 EV Charging Stations for electronic vehicles, and

WHEREAS, areas of the downtown have been reviewed and the Broad Street East Lot has been recommended as a prime location for EV charging stations, with other factors including fees to be determined, and

WHEREAS, the Parking Services Manager requests permission to submit a grant application for \$5,000 to partially fund the purchase of a Level 2 EV Charging Station, and

WHEREAS, the grant does not require any matching funds.

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

That the appropriate City officials be and they are hereby authorized to execute a "Workplace Charging Grant Program (It Pay\$ to Plug In)" grant application.

Dated: December 6, 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, December 6, 2016.

City Clerk

# PARKING SERVICES AGENCY

CITY HALL, 512 SPRINGFIELD AVENUE, SUMMIT, NJ 07901  
 P: 908.522.5100 F: 908.277.2977  
 PARKING@CITYOFSUMMIT.ORG  
 WWW.CITYOFSUMMIT.ORG



## MEMORANDUM

To: Mayor Radest and Members of Common Council  
 From: Rita M. McNany, Parking Services Manager  
 Date: November 29, 2016  
 Re: Resolution Authorize Grant Application – EV Charging Station

The New Jersey Department of Environmental Protection (NJDEP) is offering the “Workplace Charging Grant Program (It Pay\$ to Plug In)”. The NJDEP will reimburse applications up to \$5,000 per Level 2 Charging Stations.

On July 13, members of City staff participated in a presentation by Chargepoint® arranged by Topology and an Eagle Scout from Denville on EV Charging Stations.

### EV Charging Stations:

The attached presentation from Chargepoint® explains the growing sales of EV vehicles. Over 400,000 cumulative EV’s were sold in 2015. It is estimated that more than 5 million EVs will be on the road by 2024 and every hybrid will soon come with a plug. Chargepoint® has over 29,000 charging locations in and around the United States.

One of the main determining factors when choosing an EV Charging Station is the maximum Range (in miles) recovered Per Hour of charging or known as RPH:

1. Level 1 - (120 Volt) provides 5 miles per hour of charging.
2. Level 2 - (240 Volt) provides 25 miles per hour of charging.
3. Level 3 - (DC Fast) provides 100-200 miles per hour of charging.

### Prime Locations in Summit

City Engineer and I met with Chargepoint to determine prime locations around the downtown for EV Charging Stations and are looking to purchase a Level 2 Dual Charging Station. The location Engineering, General Services and SPAC agreed to:

Broad Street East Lot – First two spaces located directly next to the electrical room

The City picked this location for the following reasons:

1. Close proximity to arterial roadways leading into Summit such as Broad Street and Summit Avenue.
2. With walking distance of the downtown to visit downtown Summit while charging.

### Accessibility to all EV vehicle operators

One of the noted features with an EV Charging stations provider is there is built-in vehicle navigation that directs drivers to EV charging stations. In addition, there is a downloadable app for mobile users. Driver will also receive a text when their vehicle if finished charging. Charging at a Level 2 charging station can range from 1 to 4 hours dependent upon what the vehicle needs are at the time of charging; however, average range is 2 -3 hours.

**Grant Opportunity**

**Eligibility Criteria**

1. Charging stations must be installed in New Jersey.
2. Charging stations must be owned by the applicant, not leased.
3. All employers are eligible (public, private, government, educational).
4. Only Level 1 and Level 2 charging stations are available.
5. Applicant cannot be receiving funds from other entities for the same charging stations.
6. Approvals are first come, first served.
7. Complete instructions and applications forms are available at [DriveGreen.nj.gov/programs.html](http://DriveGreen.nj.gov/programs.html).

**Funding possibility**

1. Up to \$5,000 per level 2 Charging Station

**Grant rules**

1. Once grant application is submitted and if the application is approved, NJDEP will provide and execute a grant agreement with the applicant
2. The City must install charging station(s) within one calendar year of NJDEP application approve.
3. Once installation is complete, the City will submit the Reimbursement Request Form along with paid invoices to NJDEP Bureau of Mobile Sources.
4. After NJDEP approved paid invoices, grant funds will be disbursed.
5. The city must submit an annual survey for a minimum of 3 years.

**EV Charging Stations and Installation Costs.**

**Broad Street East Lot**

Level 2 - Dual Output Gateway Option	\$ 7,210
One year network service plan	\$ 560
Intial Station Activation & Configuration	\$ 349
Electrical Set-Up, Installation, Signage	<u>\$ 7,000</u>
Total	\$15,119

Possible Grant Monies - \$5,000 per station (\$5,000)

Balance Cost to City \$10,119

The total cost is under the bid threshold. Another quote was obtained from Kays Electric for a total \$19,695 for a Level 2 dual charging including installation.

**Still to Determine**

Research is underway to determine what other municipalities are charging at EV charging stations to either simply cover electrical and/or parking costs or to establish a revenue stream for the City. Prior to the actual purchase of the charging station, Council will decide on charging fees. Funding for the balance of costs will part of the 2017 capital budget request for Parking Services.



Therefore, I respectfully request that Council approve a grant application. Thank you



## Programs

Below are the programs that New Jersey is currently offering in association with electric vehicles and their charging infrastructure.



It Pay\$ to Plug In

- [Drive Green NJ](#)
- Home
- AQES Home
- Electric Vehicles Basics
- Charging
- Affordability
- Tools
- Useful Links
- Programs

- [Stop the Soot](#)
- Home
- Emission Repair Technician Certification (ERT)
- NJ Clean Construction
- Clean Vehicles
- Mandatory Retrofit Program
- Motor Vehicle Inspections
- Ports
- Voluntary and Demonstration Projects

- [Information](#)
- Can I See Soot?
- Fact Sheets and Brochures
- Related Web Sites
- Reporting Smoking Vehicles
- Reports
- Rules
- What You Can Do

- [Idling](#)
- Idling Restrictions
- Order No-Idling Signs
- School Bus No-Idling Pledge
- Contact Us
- StopTheSoot Listserv



[Listen to our Drive Electric Week Podcast](#)

**It Pay\$ to Plug In:**  
**NJ's Electric Vehicle Workplace Charging Grants**  
 Employees spend one-third of their day with their car sitting in the parking lot while working. This makes workplaces ideal locations for electric vehicle owners to charge throughout the workday. The Charging Pyramid on the bottom right shows the places electric vehicle drivers charge the most and the commonly used charging infrastructure.  
 The Workplace Charging Grant Program provides grants to employers to offset the cost of purchasing and installing electric vehicle charging stations. This program is designed to support and encourage employees to purchase and drive electric vehicles to work, which reduces vehicle emissions.

- Upon completion of work in accordance with the eligibility criteria, NJDEP will reimburse each applicant as follows:
- **Up to \$250 per Level 1 charging station; and**
  - **Up to \$5,000 per Level 2 charging station.**

**It Pay\$ to Plug In: NJ's Electric Vehicle Workplace Charging Grants Flyer**

For a list of frequently asked questions, visit the **It Pays to Plug In FAQ**.

**How to apply for a Workplace Charging Grant**

- Step 1:** Complete the [Application Form](#), [Certification Checklist](#), [W-9 Form](#), and sign your business up for [NJStart](#) if you haven't already. Visit the [It Pays to Plug In FAQ](#) for answers to the most frequently asked questions.
- Step 2:** Submit to NJDEP Bureau of Mobile Sources at [DriveGreen@dep.nj.gov](mailto:DriveGreen@dep.nj.gov).
- Step 3:** If the grant application is approved, NJDEP will provide and execute a grant agreement with the applicant.
- Step 4:** Install charging station(s) within one calendar year of NJDEP application approval.
- Step 5:** Complete and submit the [Reimbursement Request Form](#) along with paid invoices to NJDEP Bureau of Mobile Sources at [DriveGreen@dep.nj.gov](mailto:DriveGreen@dep.nj.gov).
- Step 6:** After NJDEP review and approval of provided invoices, grant funds will be disbursed.
- Step 7:** Complete the [Annual Survey](#) for a minimum of 3 years.



Courtesy Argonne National Laboratory

Attachment: EV Charging Station (4407 : Authorize Submission of NJ DEP "Workplace Charging Grant Program" Application - EV Charging



### NJ Charging Challenge: Electrify Your Workplace

NJDEP wants to recognize the employers in New Jersey that are making their workplaces "**Electric Vehicle-Ready**". By providing workplace charging for electric vehicles, these employers are becoming more sustainable and are helping to reduce emissions of air pollutants from cars, improve our environment, and improve the bottom line for their employees that drive to work. All employers are invited to participate, whether private, government, educational or non-profit. See the [NJ Charging Challenge: Electrify Your Workplace flyer](#) for more information.

How to qualify for recognition:

- Install a minimum of 2 charging stations (Level 1/120 Volt or Level 2/240 Volt).
- Installations as early as January 1, 2015 will be accepted.
- Complete an [NJ Charging Challenge application form](#) and submit with proof of installation to [DriveGreen@dep.nj.gov](mailto:DriveGreen@dep.nj.gov).
- Parking spaces must be dedicated to charging station use only.
- Recognition will include a certificate from the Department, as well as website recognition.
- All applicants who meet the qualifications will receive recognition, but the top performers in the Charging Challenge will be honored at the Governor's Environmental Excellence Awards ceremony at the end of the year.

### Did you know...

Legislation enacted in New Jersey in January 2004 provides a sales tax exemption for zero emission vehicles (ZEVs), which are battery-powered or fuel-cell powered vehicles pursuant to the California Air Resources Board zero emission standards for the model year.

#### [Zero Emission Vehicle \(ZEV\) Tax Exemption](#)

#### [Exemption Use Certificate Form ST-4](#)

[Contact DEP](#) | [Privacy Notice](#) | [Legal Statement & Disclaimers](#) | [Accessibility Statement](#) 

Bureau of Mobile Sources: [Stopthesoot.org](http://Stopthesoot.org) | [Contact Us](#)  
 Department: [NJDEP Home](#) | [About DEP](#) | [Index by Topic](#) | [Programs/Units](#) | [DEP Online](#)  
 Statewide: [NJ Home](#) | [Services A to Z](#) | [Departments/Agencies](#) | [FAQs](#)

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Last Updated: October 27, 2016

—chargepoint®

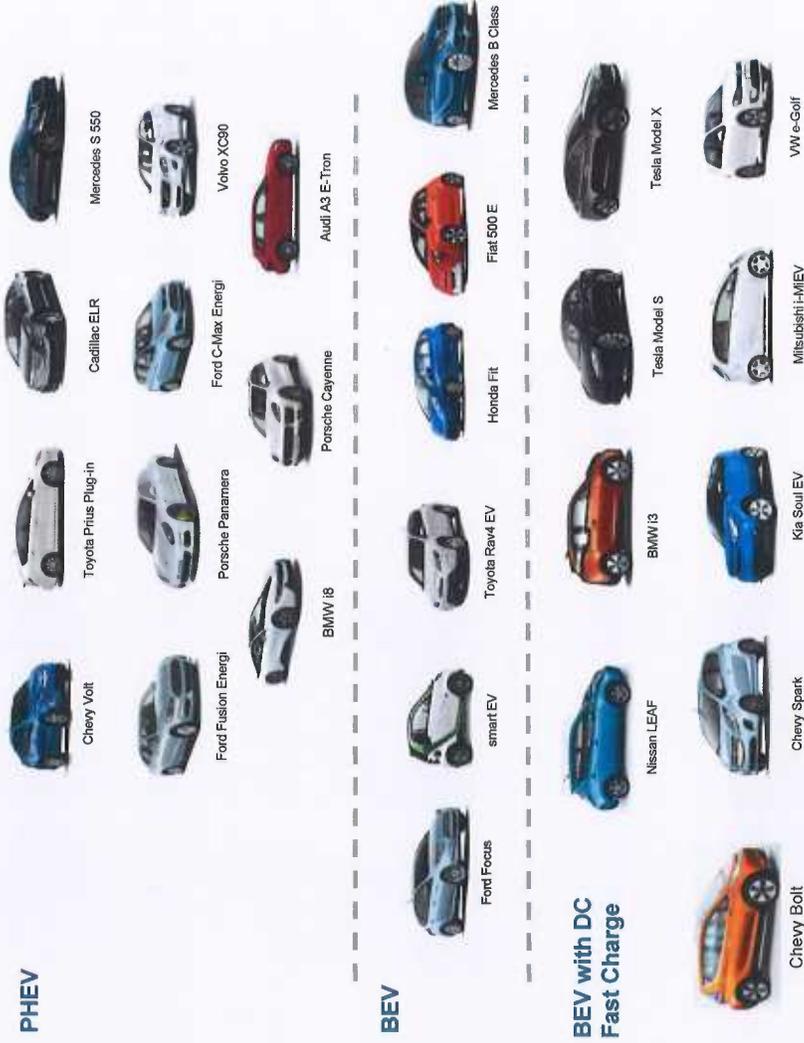
Driving a Better Way



# EV's Are Here



- 26 models today PHEV
- More coming...



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# Auto Makers are Embracing EVs



## Volkswagen

Aiming for “market leadership in electric mobility by 2018” and all new models will have a plug-in option



## Porsche

All new models will have a plug-in option



## BMW

Built a sub-brand with BMW i—expects all models by 2025 to have a plug-in electric option



## Daimler

Three additional PHEVs and four BEVs on the roadmap



## Audi

Five new PHEVs on the roadmap



## GM

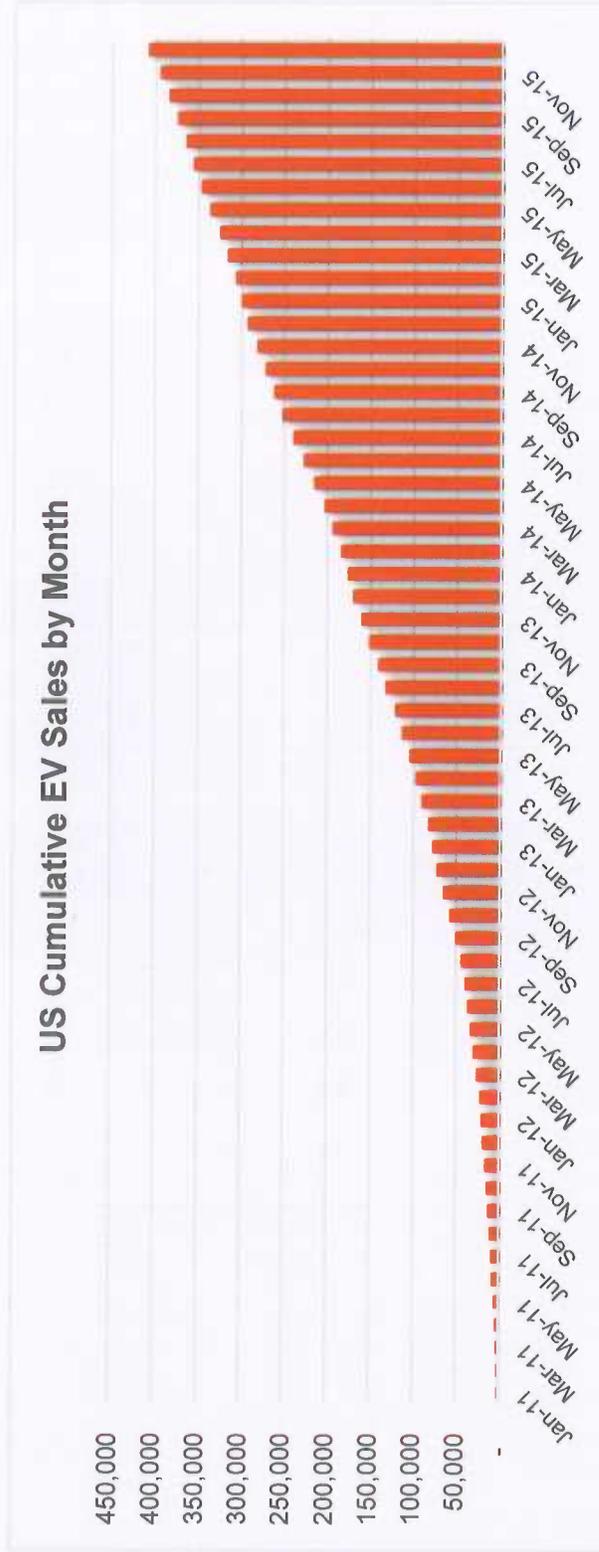
Chevy Bolt arriving in 2017



## Tesla

Model X and Gen 3

# EV Sales Are Growing



Source: Inside EV Sales Scorecard  
<http://insideevs.com/monthly-plus-in-sales-scorecard/>

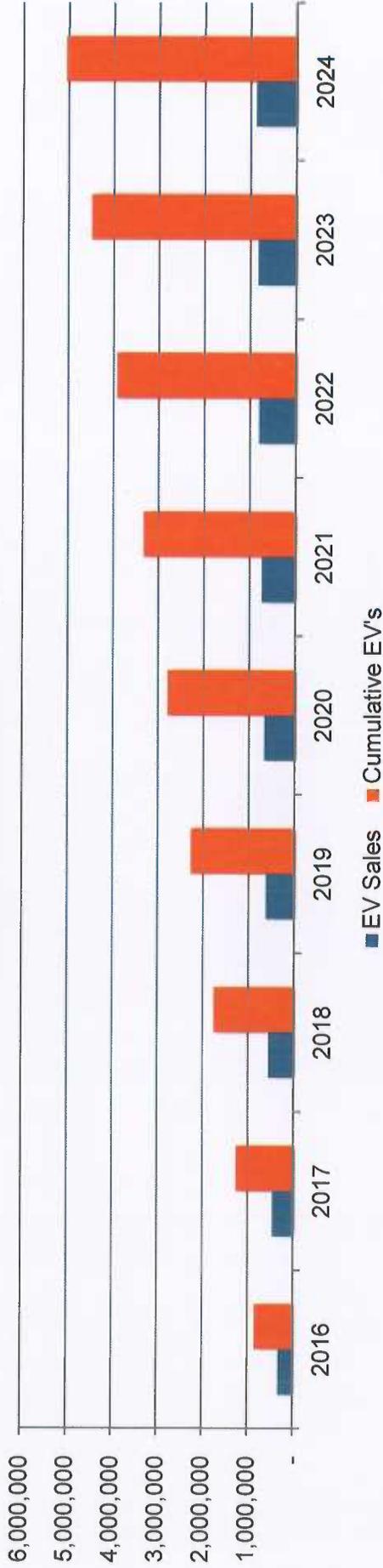
Over 400,000 cumulative EVs sold through 2015

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# EV Forecast

- + 5 million EVs on the road by 2024
- + Every hybrid will soon come with a plug

EV Forecast 2016-2024 (US)



Source: Navigant Research

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# The World's Largest and Most Open EV Charging Network



  
29,000+



## Largest Community of EV drivers

- + 70% of new EV drivers join every month
- + A driver plugs into our network every 4 seconds

## Charging Everywhere

- + 29,000+ charging spots
- + 600+ ports added every month

## We're Established and Growing

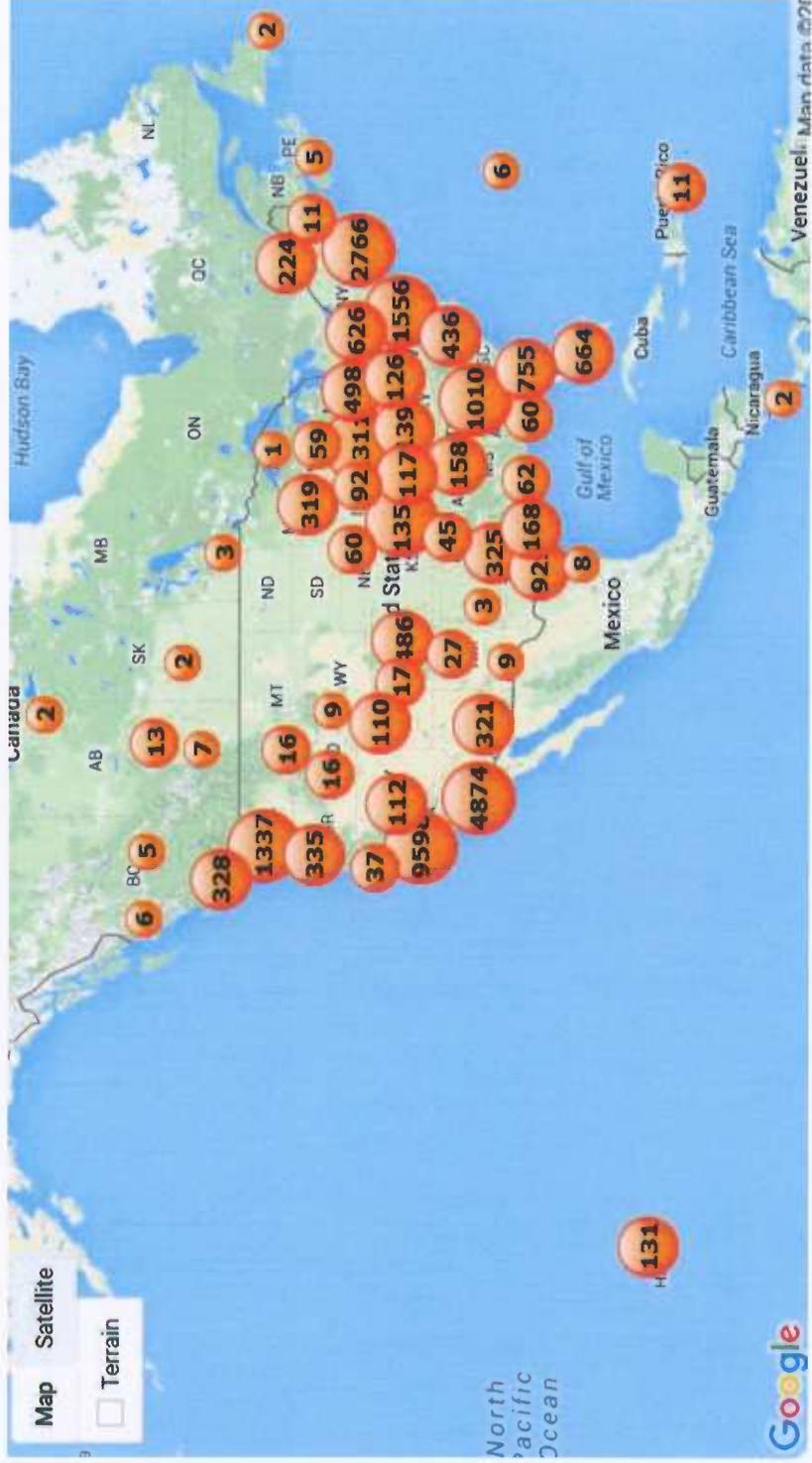
- + \$165 million in funding
- + 70%+ share of commercial smart charging

## We Are the Industry Leader

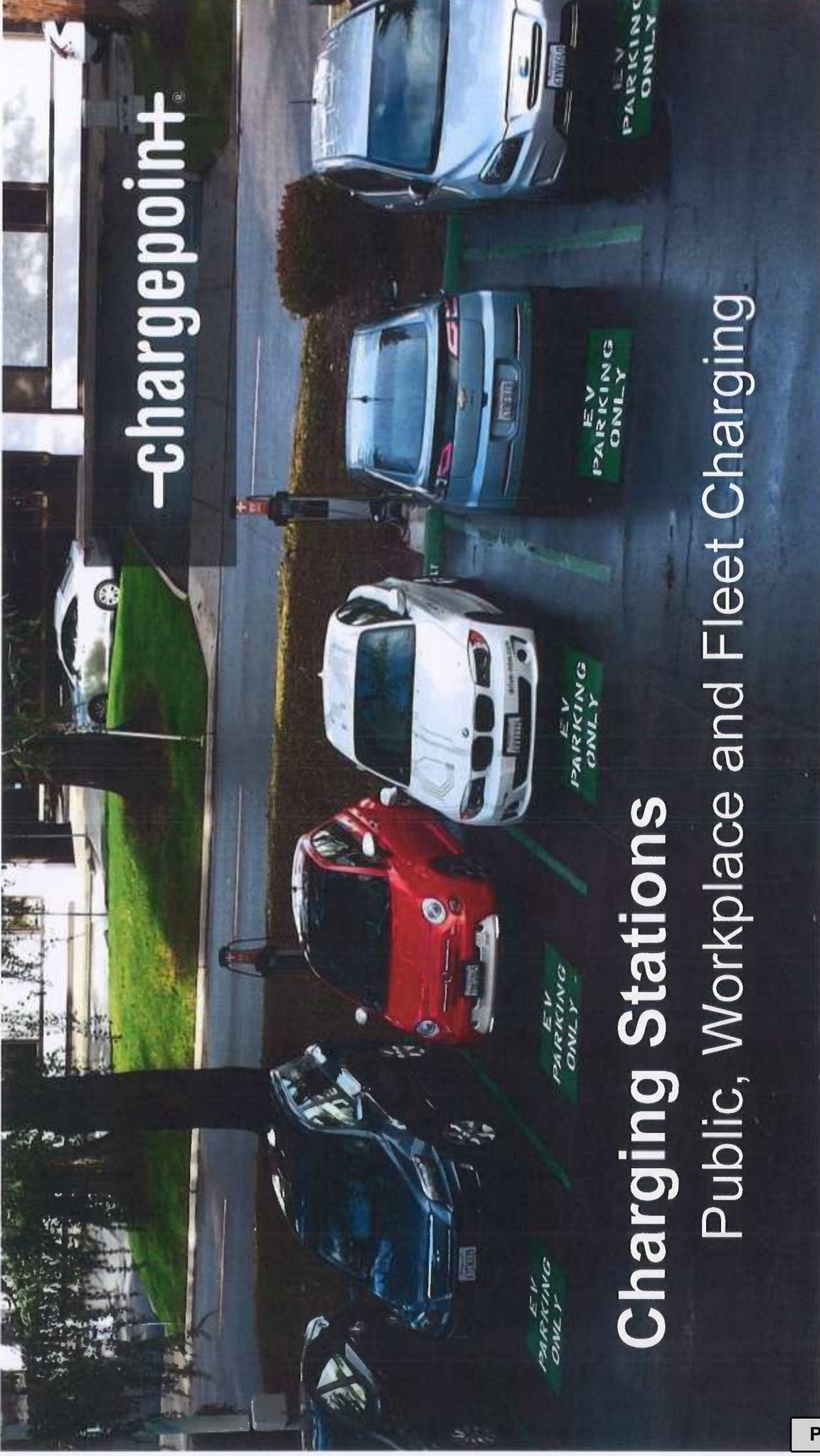
According to Time, Bloomberg, CNBC, Navigant Research and many others

-chargepoint-

ChargePoint Footprint – 29,000+



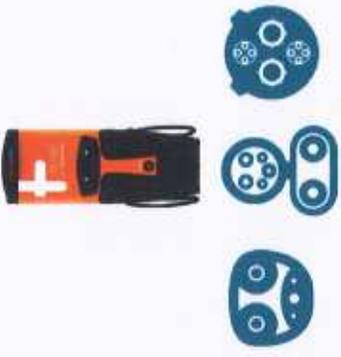
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# Charging Stations

## Public, Workplace and Fleet Charging

# EV Charger Levels

“Level 1”	“Level 2”	“Level 3 - DC Fast”
		
		
NEMA 15	J1772	Tesla SAE Combo CHAdeMO
<b>5 RPH</b>	<b>25 RPH</b>	<b>100-200 RPH</b>

“RPH”= maximum Range recovered Per Hour of charging

## Level 2 Charging Stations

Charging for businesses and municipalities that want to offer charging to employees, customers and visitors

- + **Speed:** 25 RPH (estimated maximum miles of Range Per Hour of charging).
- + **Clean Cord Technology:** Self-retracting, maintenance free and ultra-lightweight cord management system
- + **Anodized Aluminum Body:** Won't rust
- + **Power Management Options:** Cut installation costs and double the number of parking spots served.
- + **Branding and Customization:** Promote your brand with an LCD screen and customizable signage.



## Express DC Fast Chargers

Fast charging for all DC enabled vehicles

- + **Speed:** 50 kW station provides 200 RPH (estimated miles of Range Per Hour). 24 kW station provides 100 RPH (estimated miles of Range Per Hour).
- + **Connectors:** CHAdeMO and/or SAE Combo connectors to serve all EVs with fast charging capabilities.
- + **Form Factor:** Slim design allows for flexible installation locations, lower shipping and lower install costs.
- + **Reliable:** Designed to increase reliability and performance.

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-chargepoint.



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# DC Chargers



**CHAdeMO**



**SAE Combo  
(CCS)**



**Tesla  
Supercharger**

## CPF25 Family

—chargepoint—

Charging for designed for select fleet depot and multi-family applications

- + **Energy Management:** Lower both installation and electricity costs with advanced energy management tools such as panel sharing and scheduled charging.
- + **Access Control:** Control who can use your charging stations. Assign RFID cards to vehicles or drivers and allow only those approved vehicles or drivers to charge at your stations.
- + **Speed:** Our Level 2 CPF25 stations charge at a maximum rate of 25 RPH (miles of Range Per Hour), supplying up to 7.7 kilowatts (kW).



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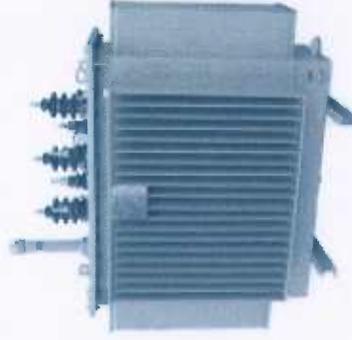
## Power Management Options

- + **Power Share**
  - Allows a single circuit to power two ports
  - When two vehicles are connected the available power is split in half
- + **Power Select**
  - Allows lower power circuits to be run to the stations: 30A circuit supporting 24A load or a 20A circuit supporting 16A load
  - 40A circuits are standard, supporting 30A load (CT4000) or 32A load (CPF25)
- + **Power Select and Power Share together**
  - Power Share + Power Select at 30A provides 24A (5kW) charging to a single vehicle or 12A (2.5kW) charging to each vehicle when two vehicles are connected
  - Power Share + Power Select at 20A provides 16A (3.3kW) charging to a single vehicle or 8A (1.7kW) charging to each vehicle when two vehicles are connected

# Panel Sharing: Avoiding Service Upgrades

## Without Panel Sharing

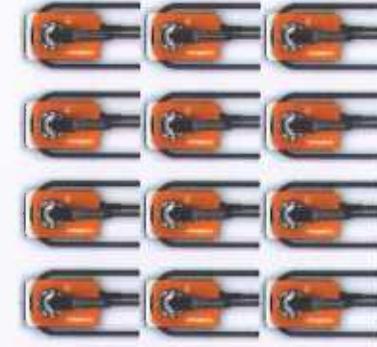
- + Each station requires a fully dedicated 6.6 kW circuit at all times, no matter how many vehicles plugged in
- + Expensive service upgrade required in order to accommodate more than a small handful of stations



Expensive service upgrade

## With Panel Sharing

- + Panel Share works by setting a cap on the aggregate power of all stations, or groups of stations
- + Vehicles draw full power when few are plugged in
- + Power is intelligently shared when many vehicles are plugged in
- + Capital Cost Savings: avoid service upgrades
- + Electricity Bill savings: demand charge avoidance



Use Existing service

# Charging Station Design and Planning



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# Codes and Regulations



- Many state and local governments are encouraging the development of EV charging station infrastructure.
- It is being incorporated into parking regulations, building codes and transportation demand management plans.
- Many cities are incorporating electric vehicle related topics into building code as part of broader sustainability goals.

+ For example, in New York, Mayor Bloomberg announced: *"We'll work with the City Council to amend the Building Code so that up to 20 percent of all new public parking spaces will be wired and ready for electric vehicles."*



# Estimate Current and Future Demand

—chargepoint

- The first step is to estimate the number of EV charging stations the project will require both now and in the future.
- Many projects choose to “make ready” 5–20%, or more, of total parking spots for EV charging.
- The number varies by region, property type, electrical infrastructure and project specific factors.



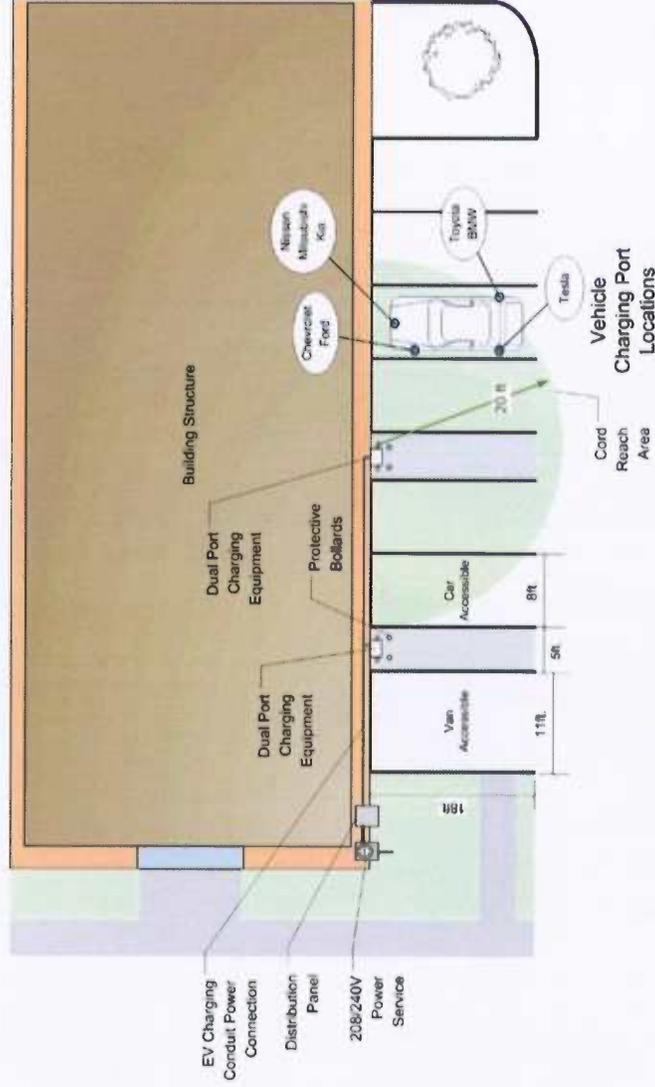
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## **Design and Planning Considerations**

- + Proximity to power source
- + Proximity to building entrance
- + Cell signal
- + Potential trenching
- + Lighting and security
- + Visibility and signage
- + Accessibility and ADA
- + Available incentives

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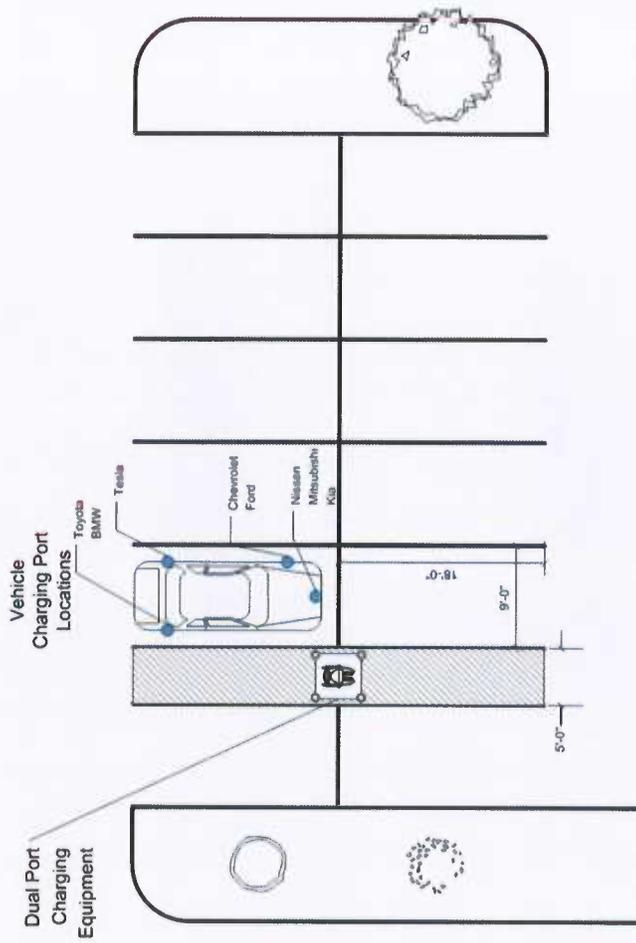
# Wall-Mount Scenario



<http://www.driveselectrify.com/docs/default-source/default-document-library/electric-vehicle-charging-station-guidebook-.pdf?sfvrsn=0>  
Image Source: Electric Vehicle Charging Station Guidebook

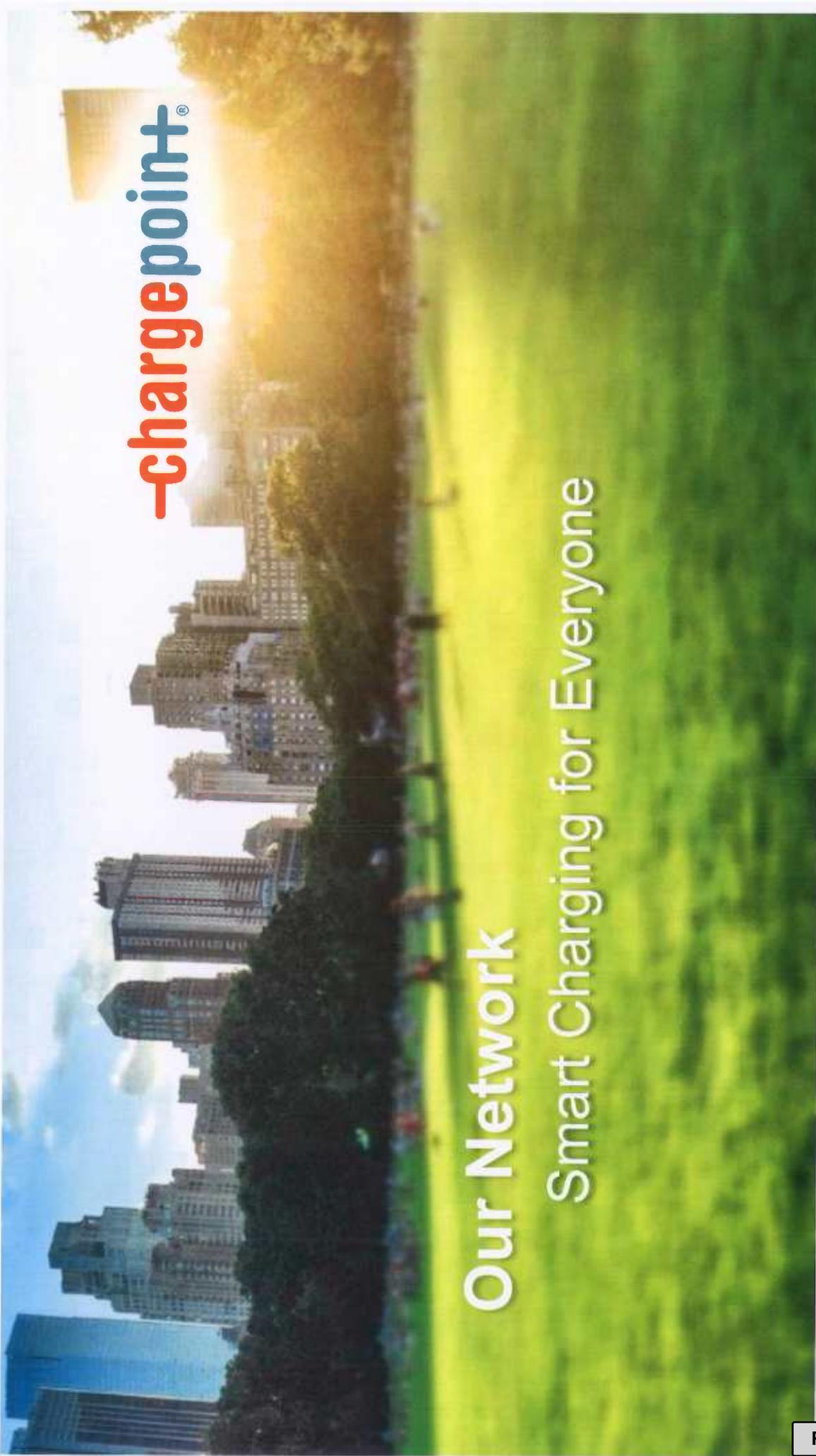
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# Pole- or Pedestal-Mount Scenario



<http://www.driveelectricvf.com/docs/default-source/default-document-library/electric-vehicle-charging-station-guidebook-.pdf?sfvrsn=0>  
Image Source: Electric Vehicle Charging Station Guidebook

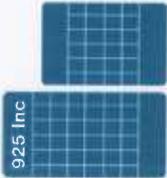
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**Our Network**  
Smart Charging for Everyone

# The Value of Smart Charging

Workplaces	Retail & Hospitality	Commercial Property	Multi-family Homes	Parking	Fleet
 <p><b>Attract &amp; Retain Talent</b></p> <ul style="list-style-type: none"> <li>+ Increase productivity</li> <li>+ Reach sustainability goals</li> <li>+ Provide valued benefit</li> </ul>	 <p><b>Increase Sales</b></p> <ul style="list-style-type: none"> <li>+ Attract new, loyal customers</li> <li>+ Increase time spent in your business</li> </ul>	 <p><b>Attract New Tenants</b></p> <ul style="list-style-type: none"> <li>+ Increase property value</li> <li>+ Provide valued amenity</li> <li>+ Reach sustainability goals</li> </ul>	 <p><b>Attract &amp; Retain</b></p> <ul style="list-style-type: none"> <li>+ Connected and convenient</li> <li>+ Reduce vacancy rates</li> <li>+ Increase base rents</li> </ul>	 <p><b>Attract New Customers</b></p> <ul style="list-style-type: none"> <li>+ Drive revenue</li> <li>+ Provide differentiating amenity</li> </ul>	 <p><b>Lower Cost of Transportation</b></p> <ul style="list-style-type: none"> <li>+ Lower fueling costs</li> <li>+ Reach sustainability goals</li> <li>+ Turnkey solutions for depot, public and workplace charging</li> <li>+ Integrated management and tracking</li> </ul>

# Station Owner Benefits of ChargePoint



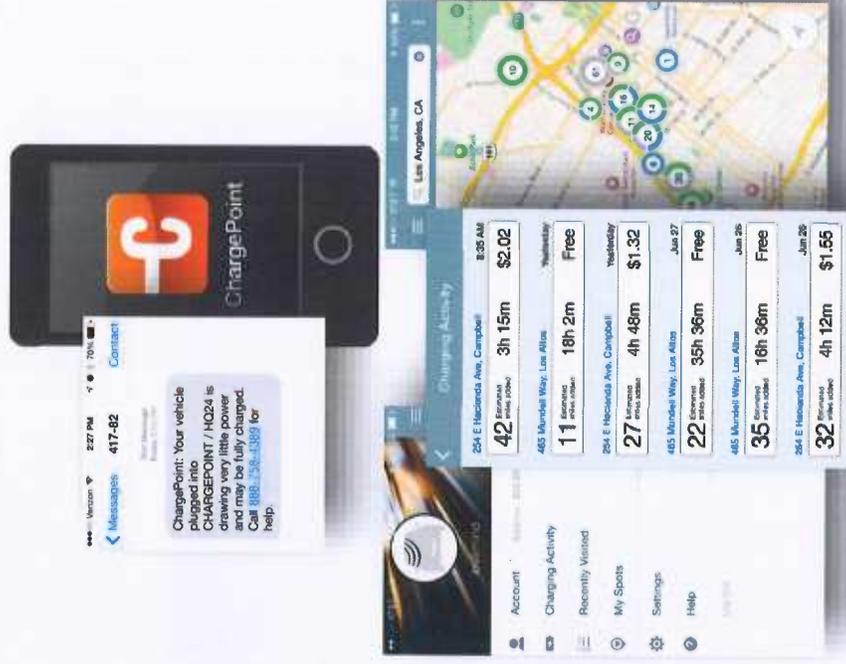
- + Set and manage pricing
- + Control access of who can use the stations
- + Create groups with their own specifications (ie: employees vs. visitors vs. fleet)
- + Provide multiple payment options
- + Collect payment automatically (ChargePoint is PCI compliant)
- + OCPP 2.0 Core Compliant
- + Track and report on:
  - Revenue
  - Station utilization/unique drivers
  - Energy (kWh) consumption and costs
  - Real-time occupancy status
  - Monthly/quarterly reports pushed to administrator
  - Environmental impact (GHG and petroleum offsets)
- + Brand/Advertise on stations (upload videos on L2)

# Driver Benefits of ChargePoint

**-chargepoint-**

- + ChargePoint station mapping built into in-dash navigation of vehicles
- + App is downloadable on all mobile devices (phone, tablet, etc.)
- + Get turn-by-turn directions to stations
- + See station availability in advance (in use or open)
- + Get text or email alerts upon certain milestones:
  - When car is finished charging
  - If someone else unplugs their car
  - If there is ever a problem with the station they are using
  - If there is a special promotion
- + 24 x 7 x 365 live ChargePoint Support Team
- + PCI Compliant (Data Security)
- + Waitlist, Pricing Change Notifications

ChargePoint Mobile APP



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The image features a background of a road stretching into the distance with significant motion blur, suggesting speed. On the left side, there is a dark rectangular area containing the Chargepoint logo. The logo consists of a stylized 'C' with a horizontal line through it, followed by the word 'chargepoint' in a lowercase, sans-serif font, and a small registered trademark symbol (®) to the right.

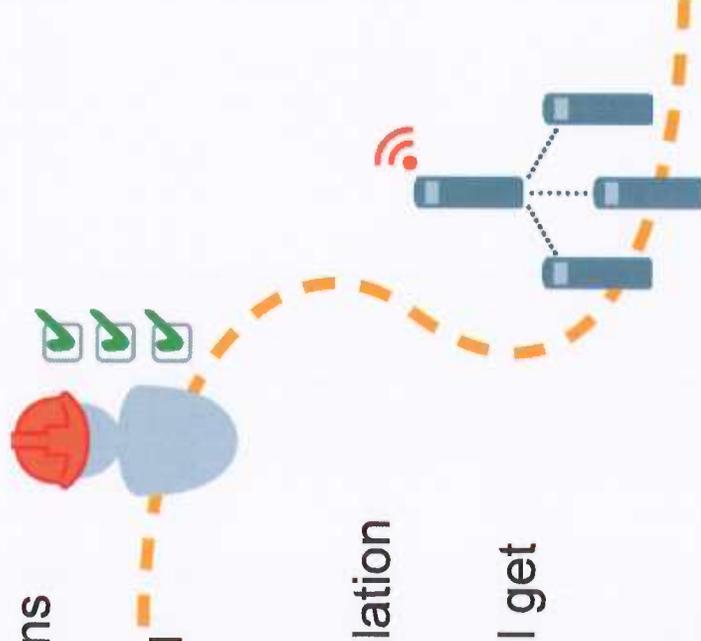
—chargepoint®

# Service & Support

From Installation to Operation

## Getting Started

- + **Site Qualification Survey** by our trained operations and maintenance partner
  - Prep, design and planning of a site to achieve optimal performance
  - No-obligation quote and competitive prices
- + **Installation and Validation** service ensures installation meets technical and operational standards
- + **Station Activation and Configuration** service will get stations online and ready for drivers
- + **Assure** is an industry leading warranty and gives station owners remote control, reports and proactive monitoring to help daily charging operations



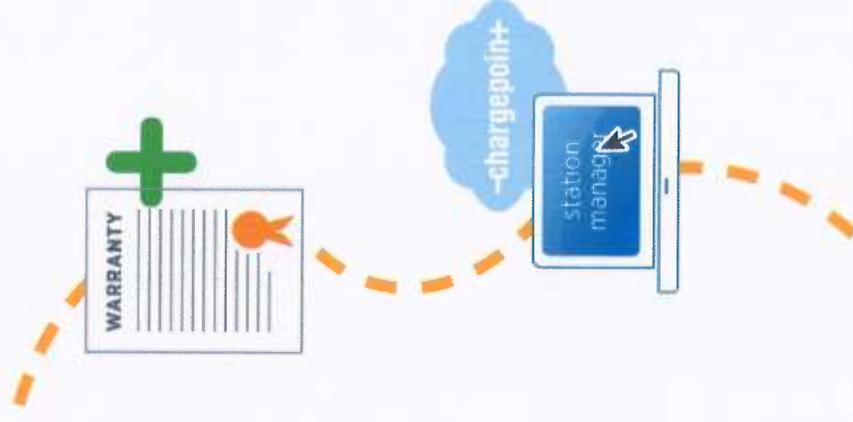
# ChargePoint Assure

## The Most Comprehensive Station Management Program in the Industry

- + 98% Annual Station Uptime Guarantee
  - With non-performance penalties
- + One Business Day Response Time
- + 7 x 24 x 365 Station Monitoring
- + 7 x 24 x 365 Driver Support (Drivers call us, not you)
- + Station Owner Support (8AM EST – 9PM EST, M-F)
- + Proactive Dispatch
- + Labor Coverage for Vandalism & Accidents
- + Monthly Summary & Quarterly Detailed Reports
- + Unlimited Software Configuration Changes

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**-chargepoint+**



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**ChargePoint has Partnered with Some of the World's Best-Known Brands**

Workplace	Retail	Parking	Hospitality	Multi-family	Energy	Fleet	Municipalities	Education	Healthcare

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## Our Accolades

The United Nations Recognizes ChargePoint for Leading the Way

ChargePoint is one of 16 Lighthouse Activities and one of only two from the U.S., selected for its innovative and scalable approach to tackling climate change.



**MOMENTUM  
FOR CHANGE**



**-chargepoint.**

## Thank You

For further information on this topic,  
please contact:

[ryan.bakley@chargepoint.com](mailto:ryan.bakley@chargepoint.com)

+1.201.274.4131



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Resolution (ID # 4609)  
December 6, 2016

### **AUTHORIZE 2017 EARTH DAY ACTIVITIES**

WHEREAS, the Environmental Commission is sponsoring an Annual City-wide Earth Day Clean Up effort such as litter clean-up at various public properties and planting of sustainable material at designated public properties, and

WHEREAS, sites being considered for this year's event are portions of Memorial Field, the Village Green, Wilson Park, Martin's Brook, Morris Avenue near Overlook Hospital, open space areas surrounding the Transfer Station, including areas by Mount Vernon Road, Constantine Place and Risk Avenue, and

WHEREAS, the dates of the clean-up are Saturday, April 22, 2017, with a rain date of Sunday, April 23, 2017.

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

That the 2017 Earth Day Clean Up effort described above be and it is hereby endorsed, subject to the following conditions:

- Clean-up shall be in the area areas approved by the Director of Community Services and subject to approval and permission by Union County where applicable with the Environmental Commission being responsible for securing same.
- Per the Director of Community Services, plastic bags filled with debris shall be left at specified locations for pick-up by the Department of Public Works on the Monday following the clean-up.
- Planting projects shall be under the supervision of the Director of Community Services and City Forester.
- A contact name and phone number of the person in charge shall be submitted to the Summit Police Dispatcher on the day of the clean-up effort in case any issues arise relative to the effort.

Dated: December 6, 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, December 6, 2016.

City Clerk



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

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

Meeting: 12/06/16 07:30 PM

## RESOLUTION (ID # 4609)

DOC ID: 4609

TO: Mayor and Common Council

FROM: Paul Cascais, Director - Department of Community Services

DATE:

SUBJECT: Authorize Earth Day 2017 Activities

Attached is a request from the Summit Environmental Commission (EC) to coordinate the eleventh annual City-wide Earth Day Clean Up event. The EC is sponsoring a day of litter clean-up at various public properties, and planting of sustainable material at designated public properties. Previous years events have proved to be successful through the efforts of approximately 200 volunteers who collected approximately five (5) tons of trash and recycling from public properties and open spaces. The annual event is beneficial to the community by keeping the various areas clean of debris.

The Summit Environmental Commission is proposing that the 2017 City-wide Earth Day Clean Up be held on Saturday, April 22, from 9am to noon. The rain date would be on Sunday, April 23. As before, the EC would like the option of adding Sunday afternoon, for additional clean-up activities to accommodate those who cannot participate on Saturday because of religious observance or scheduling conflicts. As the EC reaches out to community groups and get commitments for their participation, the EC will confirm with City staff which sites and activities will be completed on each day.

Sites being considered are:

- Portions of Memorial Field,
- The Village Green,
- Wilson Park,
- Martin's Brook,
- Morris Avenue near Overlook Hospital
- The open space areas surrounding the Transfer Station, including areas by Mount Vernon Road, Constantine and Risk Avenue.

Additional County sites will be included and the EC is working separately with the County to obtain permission for those sites.

The City endorses these activities. I recommend a resolution authorizing the City-wide Earth Day Clean Up on those 2017 dates.

## Summit Environmental Commission

November 2, 2016

Dear Paul,

The Summit Environmental Commission (EC) is proposing to coordinate the eleventh annual City-wide Earth Day Clean-Up in 2017. We are requesting that the following dates and times be approved: Saturday, April 22, from 9 a.m. to noon, and Sunday, April 23 as an additional workday for those who cannot attend on Saturday, and as a rain date for the Saturday event.

The EC will work closely with your office to identify sites that are in need of cleaning. Among the sites that would be cleaned up, depending on the number of participants, are portions of Memorial Field, the Village Green, Wilson Park, Martin's Brook, Morris Avenue near Overlook Hospital, and the open space areas surrounding the Transfer Station, including areas by Mount Vernon Road, Constantine and Risk Avenue. We would also include the following sites owned by Union County in the Clean-Up: Passaic River Park, Briant Park, and Hidden Valley Park. We will seek approval from Union County for the work on those properties.

In addition to collecting trash and recycling, some sites will have trails cleared and wood chips added, and some pruning will be done as well. We are also exploring the possibility of looking at sites that could be home to small wildflower meadows dedicated to pollinators and wildlife.

The EC will contact scout groups, religious and civic organizations to enlist their help and will also publicize the event so individual community members may volunteer. As in past years, we will work cooperatively with the Briant Park Olmsted Conservancy and the Washington Area Association.

In the past, we have coordinated with the Department of Public Works to deliver wood chips and some tools, and collect garbage and recycling.

If the above plans meet with your approval, may I ask that you please bring this request to Council for approval now so that we can begin to contact various volunteer groups and publicize the event? Please feel free to contact me with any questions or concerns.

Very truly yours,

Beth Lovejoy  
Chair, Summit Environmental  
Commission

cc: Aaron Schrager, Rick Matias, Amy Cairns Harrison, Michael Rogers

Attachment: EC clean-up date request 2017 (4609 : Authorize 2017 Earth Day Activities)

Resolution (ID # 4632)  
December 6, 2016

**AMEND PROFESSIONAL SERVICES AGREEMENT - 2016 AFFORDABLE HOUSING  
COUNSEL - ADDITIONAL FEES - \$45,000.00**

WHEREAS, on December 1, 2015, Common Council adopted Resolution #37125 authorizing professional services agreement #15-3205 with Jeffrey R. Surenian and Associates, LLC for 2016 Affordable Housing Counsel services at a cost not to exceed \$30,000.00, and

WHEREAS, in a memo dated November 18, 2016, the Director of Community Services advises that many hours were dedicated by the Surenian law firm to resolve a discrepancy with the litigation between the Fair share Housing Center and the City of Summit, creating additional bills for legal services, and

WHEREAS, the Director of Community Services requests amending the professional services agreement for additional fees in the amount of \$45,000.00 for an amended contract amount not to exceed \$75,000.00, and

WHEREAS, in accordance with the Assistant City Treasurer's certification of availability of funds, a copy of which is hereto attached and made a part of this resolution, funds in the amount of \$45,000.00 are available in account #T-19-56-800-000-001.

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

That the contract amount for professional services agreement #15-3205 with Jeffrey R. Surenian and Associates, LLC, 707 Union Avenue, Suite 301, Brielle Borough, NJ 08730, for 2016 Affordable Housing Counsel services be increased in the amount of \$45,000.00 for an amended contract total not to exceed \$75,000.00.

Dated: December 6, 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 special meeting held on Tuesday evening, December 6, 2016.

City Clerk



Community Service Department (DCS)  
R - Buildings and Grounds

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

Meeting: 12/06/16 07:30 PM

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**RESOLUTION (ID # 4632)**

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DOC ID: 4632

TO: Mayor and Common Council

FROM: Paul Cascais, Director - Department of Community Services

DATE: November 18, 2016

The City has contracted with Jeff Surenian & Associates, LLC. for legal services associated with the City's Mt. Laurel (formerly COAH) matters.

In 2016, the City was assigned a Court appointed Special Master by the New Jersey Superior Court to oversee and mediate complex litigation associated with the City's Affordable Housing obligation. Many hours were dedicated by the Surenian law firm to resolve discrepancy with the litigation between Fair Share Housing Center (FSHC) and the City of Summit, thus creating a deficit in the approved legal fee budget for 2016 year.

The 2016 contract award with Jeff Surenian & Associates and the City of Summit is in the amount of \$30,000., fees billed for legal services to date are \$63110. with estimated fees in the amount of \$11000 for legal services through 2016.

The fees billed to date and the estimated fees through the end of 2016 year, it is my recommendation the professional services contract with Jeff Surenian & Associates, LLC. be amended in the amount not to exceed \$75,000.

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: December 6, 2016  
Resolution Doc Id: 4632

Vendor: Jeffrey R. Surenian & Associates LLC  
707 Union Avenue, Suite 301  
Brielle Borough, NJ 08730

Purchase Order Number: 15-04073

Account Number	Amount	Account Description
T-19-56-800-000-001	\$45,000.00	Affordable Housing Trust Change Order 1 Contract Total \$75,000.00

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

*Melissa Berger*  
Assistant City Treasurer

Attachment: Certification of Availability of Funds jeffrey Surenian change 1 (4632 : Amend Professional Services Agreement - 2016 Affordable

Resolution (ID # 4631)  
December 6, 2016

**AUTHORIZE PAYMENT - AFFORDABLE HOUSING TRUST FUND - SUMMIT HOUSING  
AUTHORITY REHABILITATION PROJECT**

WHEREAS, in a memo dated November 18, 2016, the Director of Community Services advises that the Summit Housing Authority Executive Director has requested to utilize funding from the Affordable Housing Trust Fund for costs associated with the replacement of apartment windows at the 2 Weaver Street Development, and

WHEREAS, in a memo dated November 17, 2016, the Summit Housing Executive Director has requested reimbursement in the amount of \$185,298.00 as a partial payment for the costs to complete the second approved project, the aforementioned replacement of apartment windows at 2 Weaver Street, and

WHEREAS, the Housing Authority has been previously reimbursed a total of \$114,702.00 from the allocation for the replacement of the deteriorated staircases at 2 Weaver Street with a total cost of \$151,902.00 for the project, and

WHEREAS, payment in the amount of \$185,298.00, will be the final payment of the original allocation exhausting the full \$300,000.00 committed to the Rehabilitation Program, as approved by the Special Court Master in 2015.

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

1. That, per the request of the Executive Director of the Summit Housing Authority and the recommendation of the Director of Community Services, a reimbursement in the amount of \$185,298.00 be and is hereby authorized, and the payment shall be drawn from the Affordable Housing Trust Fund to the Summit Housing Authority.
2. That said approval shall be subject to the expenditure qualifying for rehabilitation credit and approval by the Court Master.

Dated: December 6, 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, December 6, 2016.

City Clerk



Community Service Department (DCS)  
R - Buildings and Grounds

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

Meeting: 12/06/16 07:30 PM

**RESOLUTION (ID # 4631)**

DOC ID: 4631

TO: Mayor and Common Council

FROM: Paul Cascais, Director - Department of Community Services

DATE: November 18, 2016

This request is for the reimbursement of funds from the City's Affordable Housing Trust Fund, Rehabilitation Funding, for costs associated for the replacement of 273 apartment windows at 2 Weaver Street Development.

The requested reimbursement is in the amount of \$185,298, to be paid to the Housing Authority of the City of Summit. This payment will be the 3<sup>rd</sup> and final payment of funds approved by the Special Court Master, Philip Caton dedicated for the rehabilitation obligation associated with the City's Affordable Housing Spending Plan.

Attached please find a memo from Executive Director, Joseph Billy, Jr. requesting the reimbursement and related essential documents for the rehabilitation project.

It is my recommendation council authorizes reimbursement # 3, in the amount of \$185,298 through a resolution to the Housing Authority of the City of Summit for the replacement of windows at the 2 Weaver Street Development.

# HOUSING AUTHORITY of the CITY OF SUMMIT

## *Office of the Executive Director*

### MEMORANDUM

**Date:** 11/17/2016

**To:** Paul Cascais - City of Summit  
Director of Community Services

**From:** Joseph M. Billy, Jr. 

**Re:** **Affordable Housing Trust Fund - Rehabilitation Funding  
Request for Reimbursement #3  
Replacement of Windows at 2 Weaver Street Development**

As you are aware, the Common Council approved by resolution in June 2015 the allocation of \$300,000 to the Summit Housing Authority from the rehabilitation funding obligation of the city's Affordable Housing Trust Fund for two capital improvement projects at our 2 Weaver Street public housing development. Expenditure of these funds was also approved by the appointed COAH Court Master, Philip Caton in his July 6, 2015 letter to Jeffrey Surenian and Associates, the city's affordable housing legal counsel.

The Housing Authority had previously been reimbursed a total of \$114,702 from this allocation for the replacement of the deteriorated staircases at 2 Weaver Street. We are now requesting **reimbursement in the amount of \$185,298** as a partial payment for our costs to complete the second approved project, the replacement of apartment windows at 2 Weaver Street. This payment will be the final payment of the original allocation exhausting the full \$300,000 committed to the Housing Authority.

In order for you to establish a proper file on this rehabilitation project, I am enclosing the following:

- 1) A copy of the resolution adopted by the Summit Housing Authority Board of Commissioners awarding a contract to American Architectural Window & Door, Inc. for the Window Replacements at 2 Weaver Street in the amount of \$286,167.00
- 2) A copy of the executed contract between the Summit Housing Authority and American Architectural Window & Door, Inc.

- 3) A copy of the resolution by the Summit Housing Authority Board of Commissioners authorizing Change Order #1 to the contract in the amount of \$6,090, bringing the total cost for this project to \$292,257.00.
- 4) A copy of the Periodic Partial Payment Request #1, approved by the contractor, the project engineer and the Housing Authority, with proof of payment, in the amount of \$39,505.50 for materials.
- 5) A copy of the Periodic Payment Request #2, approved by the contractor, the project engineer and the Housing Authority, with certified payrolls and proof of payment, in the amount of \$223,525.80.
- 6) A copy of the Final Periodic Payment, approved by the contractor, the project engineer and the Housing Authority, with proof of payment, in the amount of \$29,225.70. This brings the total full payment of this project to the amount of \$292,257.00.
- 7) A copy of the project engineers Inspection Reports # 1 and #2 detailing the progress and completion of the project.

I would appreciate if you would process this request so it will be placed on the Common Council's agenda for their December 6, 2016 meeting to approve this payment. I would like to receive the reimbursement check prior to 12/31/2016 so I can deposit it in the Housing Authority's account before the end of our fiscal year.

Should you have any questions in this regard, or require any additional information, please let me know as soon as possible.

Thanks Much for your kind attention to this matter.

# RESOLUTION

of the  
**SUMMIT HOUSING AUTHORITY**

Board Meeting Date  
7-22-15

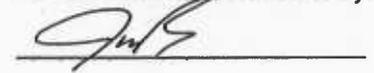
Date Submitted  
7-17-2015

RESOLUTION NO. 15-22-7-2

TITLE:

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO AMERICAN ARCHITECTURAL WINDOW & DOOR, INC. OF SPARTA, NJ FOR THE REPLACEMENT OF WINDOWS AT THE 2 WEAVER STREET DEVELOPMENT IN AN AMOUNT NOT TO EXCEED \$286,167.00.**

Factual Contents Certified to by:



Budget Authorization Certified

To by: 

Commissioner POOLE submitted the following Resolution:

WHEREAS, the Housing Authority publically advertised a "Request for Bids (Rebid)" dated June 17, 2015 for the project "Window Replacement at the 2 Weaver Street Development"; and

WHEREAS, two sealed bids were received and opened on the submittal due date of July 13, 2015; and

WHEREAS, the Project Engineer and SHA Legal Counsel has reviewed the bids and each recommends that the contract be awarded to the lowest cost, responsive and responsible bidder: American Architectural Window & Door, Inc. of Sparta, N.J. in an amount not to exceed \$286,167.00.

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF SUMMIT hereby authorizes the award of a contract to American Architectural Window & Door, Inc. of Sparta, N.J. for the Replacement of Windows at the 2 Weaver Street development in an amount not to exceed \$286,167.00.

Commissioner SPURR seconded the motion.

X - Indicates Vote		A.B. - Absent			N.V. - Not Voting				
RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Halverstadt				X	Spurr	X			
Kuhn	X				White	X			
Pollock				X	Zimmerman	X			
Poole	X								

I hereby certify that the above Resolution was adopted at a regular meeting of the Board of Commissioners of the Housing Authority of the City of Summit held on 7-22-2015.

  
Secretary/Executive Director

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)



APARRI ENGINEERING, LLC

131 MAIN STREET, SUITE 180  
 HACKENSACK, NJ 07601-7149  
 Tel 201 343 7747  
 Fax 201 343 7242  
<http://www.aparrinet>

*Sent via e-mail & US Post*

July 14, 2015

**Mr. Joseph M, Billy Jr.**  
 Executive Director  
 Housing Authority of the City of Summit  
 512 Springfield Ave, Summit, NJ 07901

**Subject: (Re-Bid) Windows Replacement at NJ17-2, 2 Weaver Street  
 Bid Review and Recommendation**

**Dear Mr. Joseph M, Billy Jr:**

Two (2) bids were received on July 13, 2015 for the project – Windows Replacement at NJ17-2, 2 Weaver Street. The bidders are as follows:

<u>Bidders</u>	<u>Bid Amounts</u>
1. American Architectural Window & Door, Inc	\$ 286,167.00
2. Panoramic Window and Door Systems, Inc	\$ 334,000.00

The A/E estimate for this project is \$295,450.58

**BID ANALYSIS:**

We reviewed the bids and supporting documents submitted by the two (2) bidders:

1. American Architectural Window & Door Inc
2. Panoramic Window and Door Systems, Inc.

The Bid Breakdown comparison is shown on the Attachment.

**Lowest Bidder, (American Architectural Window & Door, Inc)**

1. American Architectural Window & Door, Inc is DBA for NJ Window Erectors, Inc.
2. Bidder submitted complete documents as per Bid Documents Submission Checklist.
3. The bidder has completed windows replacement project in satisfactory manner at The Gallo Building, Summit Housing Authority.
4. We have contacted references from the "Project Reference Contact List" provided by the contractor.

- a. Owner/Job name: Murnick Property Group  
 Project Description: Executive House Apartments

Contact Person: Mr. Jay Murnick  
 Contact Number: 973-669-5510

*Mr. Jay Murnick, the owner of the Murnick Property Group, said the contractor completed more than 5 windows and doors replacement project for his company and he was more than satisfied. He said their crews were phenomenal and they communicates very well. He also said he cannot find any negative comment on them. He would recommend this company.*

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)



**APARRI ENGINEERING, LLC**

131 MAIN STREET, SUITE 180  
 HACKENSACK, NJ 07601-7149  
 Tel 201 343 7747  
 Fax 201 343 7242  
<http://www.aparri.net>

- b. Owner/Job name: Mr. Richard Ross / Housing Development Corporation  
 Project Description: Lancaster house North

Contact Person: Mr. Richard Ross  
 Contact Number: 717-509-8050

*Mr. Richard Ross, Senior construction/facilities manager, said the contractor completed 2 high rise and 2 mid-rise building windows replacement. They were very mindful to tenants and maintain clean condition of the apartment during construction. Lancaster house North project was replacement of 750 windows and they completed without major issues. He would recommend this company.*

**Second bidder, (Panoramic window & Door Systems, Inc)**

1. The bidder submitted complete documents as per Bid Documents Submission Checklist.
2. Aparri Engineering did not contact any of the references listed by this bidder because we will be recommending the lowest responsive bidder.

**RECOMMENDATION OF AWARD:**

Based on the above analysis, we recommend that the project- (Re-Bid) Windows replacement at NJ17-2, 2 Weaver Street, Summit Housing Authority be awarded to the lowest cost and responsible bidder, **American Architectural Window & Door, Inc.**

Our recommendation is based on the following:

1. Lowest cost, responsive and responsible bidder.
2. Satisfactory work record based on the interview of the references we called.
3. Experience with similar type of projects with Housing Authority and other public agencies.

The final decision to award the contract to **American Architectural Window & Door, Inc.** should have the final agreement of the Authority's counsel. We hope you agree with our analysis. If you have any questions regarding the above analysis, please call me at 201-343-7747.

Very truly yours,

Chris Nam.  
 Aparri Engineering, LLC

Attachment  
 - Bid comparison

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

Table 1

**BID COMPARISON**  
**(RE-BID) WINDOW REPLACEMENT AT NJ17-2, 2 WEAVER STREET, HOUSING AUTHORITY OF THE CITY OF SUMMIT**

Item No.	Description of Cost Item	Aparri Engineering Estimates	American Architectural Window & Door Inc	Panoramic Windows & Door systems, Inc
<b>Division 1 – General Requirements</b>				
1	Bonds and Insurances	\$6,870.94	Included	\$5,000.00
2	General Conditions/General Requirements: (Refer to Division 1 – General Requirements of the Technical Specifications and HUD General Conditions of the Contract for Construction). Include other Items not itemized below.	\$13,741.89	Included	\$3,000.00
<b>Division 2 – Site Work</b>				
3	Project Survey and Measurements/Photographs	\$632.50	Included	\$1,145.00
4	Demolish/Dispose of Existing 3 panel Sliding Windows, 48" high by 96" wide (32 openings, Type A)	\$5,145.61	Included	\$12,480.00
5	Demolish/Dispose of Existing 2 panel Sliding Windows, 48" high by 72" wide (64 openings, Type B and Type F)	\$7,476.53	Included	\$8,060.00
6	Demolish/Dispose of Existing 2 panel Sliding Windows, 48" high by 48" wide (13 openings, Type C)	\$946.93	Included	\$845.00
7	Demolish/Dispose of Existing Casement Windows, 48" high by 24" wide (25 openings, Type D)	\$1,260.71	Included	\$1,625.00
8	Demolish/Dispose of Existing Fixed Windows, 64" high by 24" wide (10 openings, Type E)	\$504.28	Included	\$650.00
9	Demolish/Dispose of Existing 3 panel Sliding Door, 6'-10" high by 9'-0" wide (1 opening, D-1)	\$473.63	Included	\$195.00
<b>Division 6 – Woods and Plastics</b>				
10	Wood Nails and Blocking	Included	Included	\$4,000.00
<b>Division 7 – Thermal and Moisture Protection</b>				
11	Window sealants and caulking	Included	Included	\$6,000.00
<b>Division 8 – Openings</b>				
12	Preparation of Window Openings, including removal of drapes, curtains, etc. Include moving of furniture as needed (LS)	Included	Included	\$5,000.00
13	Type A Openings (32 openings): Double hung windows (64 units) Fixed windows (32 units)	\$76,603.01	\$85,664.00	\$98,000.00
14	Type B Openings (62 openings): Casement windows, (62 units) Double hung windows (62 units)	\$113,383.96	\$136,028.00	\$115,000.00
15	Type C Openings (13 openings): Double hung windows, (13 units)	\$12,936.44	\$16,718.00	\$12,000.00
16	Type D Openings (25 openings): Casement windows, (25 units)	\$21,868.96	\$27,725.00	\$22,000.00
17	Type E Openings (10 openings): Double hung windows, (10 units)	\$8,615.49	\$12,250.00	\$9,000.00
18	Type F Openings (2 openings): Double hung windows, (4 units)	\$3,446.20	\$4,716.00	\$5,000.00
19	D-1 Install 3 panel sliding door, (1 ea)	\$2,568.50	\$3,066.00	\$4,000.00
<b>Division 9 – Finishes</b>				
20	Scrape/Painting, All Lintels Prior to Window & Door Installation (145 openings)	\$18,342.50	Included	\$6,000.00
21	Painting (Walls adjacent to Windows & Door, 1-2 feet around)	\$632.50	Included	\$5,000.00
22	Patch-up Damaged surfaces; restore drapes, curtains, etc; Clean-up and repair (LS)	Included	Included	\$10,000.00
COSTS OF ADDENDA, IF ANY. (Show Addendum No.; Separate costs for each Addendum; Itemized work items; provide brief description of work		\$0.00	\$0.00	\$0.00
<b>TOTAL CONSTRUCTION COST</b>		<b>\$295,450.58</b>	<b>\$286,167.00</b>	<b>\$334,000.00</b>

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

**LAW OFFICES OF WILLIAM R. CONNELLY, LLC**7 WEST MAIN STREET  
MENDHAM, NEW JERSEY 07945

(973) 543-5301

Fax (973) 543-5140

<https://williamconnellylaw.squarespace.com>[wconnelly@connellylaw.net](http://wconnelly@connellylaw.net)WILLIAM R. CONNELLY  
NJ NY & MA BARS

OF COUNSEL:

CAROLE WHITE-CONNOR  
NJ BAR

July 22, 2015

**Via Facsimile (908) 273-3618**Joseph M. Billy, Jr., Executive Director  
Summit Housing Authority  
512 Springfield Avenue  
Summit, NJ 07901**Re: (Re-Bid) – Window Replacements at 2 Weaver Street Development  
Bid Review, Analysis and Recommendation**

Dear Mr. Billy:

I have received your letter regarding the bids for the above-captioned project at Weaver Street. The 2 bids received from American Architectural Window & Door, Inc. and from Panoramic Window & Door Systems, Inc. are the only 2 bids reportedly received in response to the Housing Authority's Request for Bids dated June 17, 2015.

I have received the advertisement for the Request for Bids, the Project Manual for the project, Addendum #1 to the Contract documents dated June 29, 2015, a copy of both of the bids and the letter from Aparri Engineering dated July 14, 2015. You have asked me to give a legal opinion regarding the proposed acceptance of the bids as recommended by Aparri Engineering.

The Aparri Engineering cost estimate for this project is \$295,450.58. The bid amount by American Architectural Window & Door, Inc. is \$286,167.00 and the bid amount for Panoramic Window & Door Systems, Inc. is \$334,000.00. As set forth in the July 14, 2015 letter from Aparri Engineering, the American Architectural Window & Door, Inc. bid is the lowest bid.

Aparri has recommended that American Architectural Window & Door, Inc. receive the bid because they were the lowest cost bidder and they are a responsive and responsible bidder. Aparri indicates that they have a satisfactory work record and have experience in similar types of projects with the Housing Authority and other public agencies.

I concur with Aparri Engineering's recommendation. Both of the bid packages have been adequately and properly prepared and I have reviewed all of the information in them. Both bidders

Joseph M. Billy, Jr., Executive Director  
July 22, 2015  
Page 2

are experienced contractors for the type of work that is being requested and both have satisfactory work records and recommendations.

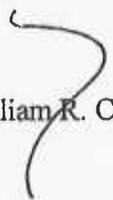
I have reviewed the Bid Breakdown sheet submitted by American Architectural Window & Door, Inc. and although I have observed that they have filled out some of the line items for the breakdown of costs by referencing other line sections and divisions of the Bid Breakdown sheet, I did not find that the completion of this Bid Breakdown sheet in this manner to be fatal to their bid. I base this conclusion on the fact that they have filled out each of the 22 Bid Breakdown line items and the division 8 line items contain specific numbers. Most importantly, at the bottom of the Bid Breakdown sheet, at page 2, it states "the quantities shown above are for the benefit of the bidder/contractor". This provision informs me that the breakdown for each of the 22 line items is for the benefit of the bidder and not necessarily aimed at any required analysis or concern of the Housing Authority. For this reason, I believe that the Bid Breakdown sheet that has been provided satisfies the requirements of the bidding process.

American Architectural Window & Door, Inc. has submitted supplemental information including a Certificate of Amendment to the Certificate of Incorporation dated July 24, 2007 which actually changes the name of the corporation from New Jersey Window Erectors, Inc. to American Architectural Window & Door, Inc.. This document seems to be proper and I also note that there is Registration of Alternate Name dated May 6, 2008 which has been provided. That document does not change the name of the bidder but instead it indicates that there is also an alternate name by which the bidder has been identified. I will point out that the Registration of Alternate Name does not appear to be done correctly as it lists the corporate name of New Jersey Window Erectors, Inc. as the name of the corporation on May 6, 2008 and then identifies American Architectural Window & Door, Inc. as the alternate name. It seems to me (based upon the Certificate of Amendment to the Certificate of Incorporation dated July 24, 2007) that the alternate name and the corporate name should be reversed on the Registration of Alternate Name. Either way, this is not fatal to the bid since the proper corporate name of the bidder is American Architectural Window & Door, Inc..

Based upon the foregoing, it is my opinion that the bids are acceptable and that the recommendation of Aparri Engineering to award the bid to American Architectural Window & Door, Inc. is appropriate.

Please let me know if you have any questions or wish to discuss this further.

Very truly yours,

  
William R. Connelly

WRC/cmm

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

**Joseph**

**From:** Joseph <jmbillyjr@summitnjha.org>  
**Sent:** Friday, October 09, 2015 9:00 AM  
**To:** Jerry Margolis; Yoon Nam; Aparri Engineering  
**Subject:** RE: Signed Contract  
**Attachments:** Contract - Weaver Street Window Replacement 2015.pdf

**Importance:** High

Good Morning All,

Attached please find the executed contract.

Have a nice weekend,  
 Joe

JOSEPH M. BILLY, JR.  
 Executive Director  
 Housing Authority of the City of Summit  
 512 Springfield Avenue  
 Summit, N.J. 07901  
 (908) 273-6413  
 (908) 273-3618 fax

**From:** Jerry Margolis [mailto:jerry@americanarchitectural.com]  
**Sent:** Wednesday, October 07, 2015 11:37 AM  
**To:** Yoon Nam <ynam@aparri.net>; Aparri Engineering <lsaparri@aparri.net>  
**Cc:** Joseph <jmbillyjr@summitnjha.org>  
**Subject:** Signed Contract

Attached is our signed contract and our tentative schedule.  
 Thank you

--  
**Jerry Margolis**  
**Sales Engineer**  
**American Architectural Window & Door, Inc.**  
**973-726-4920**  
**973-726-4921 fax**  
**973-271-5896 cell**

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)



# AIA<sup>®</sup> Document A101<sup>™</sup> – 2007

## Standard Form of Agreement Between Owner and Contractor

**AGREEMENT** made as of the 5<sup>th</sup> day of October in the year 2015,  
(First of October, 2015)

**BETWEEN** the Owner:  
SUMMIT HOUSING AUTHORITY  
512 SPRINGFIELD AVENUE  
SUMMIT, NJ 07901

and the Contractor:  
AMERICAN ARCHITECTURAL WINDOW & DOOR, INC.  
156 WOODPORT ROAD, SUITE 1A  
SPARTA, NJ 07871

for the following Project:  
WINDOW REPLACEMENT AT 2 WEAVER ST  
SUMMIT, NJ 07901

The Architect:  
APARRI ENGINEERING, LLC  
131 MAIN STREET, SUITE 180  
HACKENSACK, NJ 07601

The Owner and Contractor agree as follows.

WINDOW REPLACEMENT AT 2 WEAVER STREET, SUMMIT, NJ 07901  
IN ACCORDANCE WITH THE PROJECT MANUAL SPECIFICATIONS DATED JUNE 2015  
AND ADDENDUM #1 DATED JUNE 29,2015

**ADDITIONS AND DELETIONS:** The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201<sup>™</sup>–2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

AIA Document A101<sup>™</sup> – 2007. Copyright © 1915, 1918, 1925, 1937, 1951, 1958, 1961, 1963, 1967, 1974, 1977, 1987, 1991, 1997 and 2007 by The American Institute of Architects. All rights reserved. WARNING: This AIA<sup>®</sup> Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA<sup>®</sup> Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law.

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

## TABLE OF ARTICLES

1	THE CONTRACT DOCUMENTS
2	THE WORK OF THIS CONTRACT
3	DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
4	CONTRACT SUM
5	PAYMENTS
6	DISPUTE RESOLUTION
7	TERMINATION OR SUSPENSION
8	MISCELLANEOUS PROVISIONS
9	ENUMERATION OF CONTRACT DOCUMENTS
10	INSURANCE AND BONDS

**ARTICLE 1 THE CONTRACT DOCUMENTS**

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

**ARTICLE 2 THE WORK OF THIS CONTRACT**

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

**ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION**

§ 3.1 The date of commencement of the Work shall be the date of this Agreement unless a different date is stated below or provision is made for the date to be fixed in a notice to proceed issued by the Owner.

*(Insert the date of commencement if it differs from the date of this Agreement or, if applicable, state that the date will be fixed in a notice to proceed.)*

If, prior to the commencement of the Work, the Owner requires time to file mortgages and other security interests, the Owner's time requirement shall be as follows:

N/A

§ 3.2 The Contract Time shall be measured from the date of commencement.

§ 3.3 The Contractor shall achieve Substantial Completion of the entire Work not later than **169 Consecutive calendar days** from the date of contract **10/05/2015** to substantial completion date of **03/22/2016**. Substantial Completion date shall be extended based on lead times when order is placed.

Portion of Work

Substantial Completion Date

, subject to adjustments of this Contract Time as provided in the Contract Documents.  
*(Insert provisions, if any, for liquidated damages relating to failure to achieve Substantial Completion on time or for bonus payments for early completion of the Work.)*

**ARTICLE 4 CONTRACT SUM**

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be **Two Hundred Eighty Six Thousand One Hundred Sixty Seven Dollars and No Cents (\$ 286,167.00)**, subject to additions and deductions as provided in the Contract Documents.

§ 4.2 The Contract Sum is based upon the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:  
*(State the numbers or other identification of accepted alternates. If the bidding or proposal documents permit the Owner to accept other alternates subsequent to the execution of this Agreement, attach a schedule of such other alternates showing the amount for each and the date when that amount expires.)*

§ 4.3 Unit prices, if any:  
*(Identify and state the unit price; state quantity limitations, if any, to which the unit price will be applicable.)*

Item	Units and Limitations	Price Per Unit
------	-----------------------	----------------

§ 4.4 Allowances included in the Contract Sum, if any:  
*(Identify allowance and state exclusions, if any, from the allowance price.)*

Item	Price
------	-------

**ARTICLE 5 PAYMENTS**

**§ 5.1 PROGRESS PAYMENTS**

§ 5.1.1 Based upon Applications for Payment submitted to the Owner by the Contractor, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

§ 5.1.3 Provided that an Application for Payment, which is complete as defined in this paragraph 5.1.3, is received by the Owner not later than the **5<sup>TH</sup> of a month**, the Owner shall make payment of the certified amount to the Contractor not later than **30<sup>TH</sup> day of a same month**. If an Application for Payment is received by the Owner after the application date fixed above, payment shall be made by the Owner not later than **60 days** after the Owner receives the Application for Payment.  
*(Federal, state or local laws may require payment within a certain period of time.)*

§ 5.1.4 Each Application for Payment shall be based upon the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form and supported by such data to substantiate its accuracy as the Owner may require. This schedule, unless objected to by the Owner, shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 Subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

- .1 Take that portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the Contract Sum allocated to that portion of the Work in the schedule of values, less retainage of Ten percent (10.00%). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included as provided in Section 7.3.8 of AIA Document A201™-2007, General Conditions of the Contract for Construction;
- .2 Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing), less retainage of Ten percent (10.00%);
- .3 Subtract the aggregate of previous payments made by the Owner; and
- .4 Subtract amounts, if any, for which the Owner has withheld or nullified Payment as provided in Section 9.5 of AIA Document A201-2007.

§ 5.1.7 The progress payment amount determined in accordance with Section 5.1.6 shall be further modified under the following circumstances:

- .1 Upon Substantial Completion of the Work, a sum sufficient to increase the total payments to the full amount of the Contract Sum, less such amounts as the Owner shall determine for incomplete Work, retainage and unsettled claims
- .2 If final completion of the Work is thereafter materially delayed through no fault of the Contractor, any additional amounts payable in accordance with Section 9.10.3 of AIA Document A201-2007.

§ 5.1.8 Reduction or limitation of retainage, if any, shall be as follows:

*(If it is intended, prior to Substantial Completion of the entire Work, to reduce or limit the retainage resulting from the percentages inserted in Sections 5.1.6.1 and 5.1.6.2 above, and this is not explained elsewhere in the Contract Documents, insert here provisions for such reduction or limitation.)*

N/A

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

## § 5.2 FINAL PAYMENT

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum excluding the retainage, shall be made by the Owner to the Contractor when: (1) the Contract has been fully performed by the Contractor except for the Contractor's responsibility to correct Work as provided in Subparagraph 12.2.2 of AIA Document A201-2007 and to satisfy other requirements, if any, which extend beyond final payment; and (2) a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the architect's final Certificate for Payment, or as Follows:

Final Form of Certificate of Completion-Consolidated

Anything elsewhere in this Contract to the contrary notwithstanding, the Contractor's Initial Retainage Payment shall be a separate application, and it shall be submitted after:

**ARTICLE 6 DISPUTE RESOLUTION****§ 6.1 INITIAL DECISION MAKER**

The Architect will serve as Initial Decision Maker pursuant to Section 15.2 of AIA Document A201-2007, unless the parties appoint below another individual, not a party to this Agreement, to serve as Initial Decision Maker.

*(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)*

**§ 6.2 BINDING DISPUTE RESOLUTION**

For any Claim subject to, but not resolved by, mediation pursuant to Section 15.3 of AIA Document A201-2007, the method of binding dispute resolution shall be as follows:

*(Check the appropriate box. If the Owner and Contractor do not select a method of binding dispute resolution below, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.)*

- Arbitration pursuant to Section 15.4 of AIA Document A201-2007
- Litigation in a court of competent jurisdiction, following mediation, if necessary.
- Other *(Specify)*

**ARTICLE 7 TERMINATION OR SUSPENSION**

**§ 7.1** The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201-2007.

**§ 7.2** The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201-2007.

**ARTICLE 8 MISCELLANEOUS PROVISIONS**

**§ 8.1** Where reference is made in this Agreement to a provision of AIA Document A201-2007 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents and as modified for the Project.

**§ 8.2** Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

**§ 8.3** The Owner's representative:

JOSEPH M. BILLY, JR – EXECUTIVE DIRECTOR  
SUMMIT HOUSING AUTHORITY  
512 SPRINGFIELD AVENUE, SUMMIT, NJ 07901  
(908)273-6413

**§ 8.4** The Contractor's representative:

JOHN ZOETJES - PRESIDENT  
AMERICAN ARCHITECTURAL WINDOW & DOOR, INC  
156 WOODPORT ROAD, SUITE 1A, SPARTA, NJ 07871

**§ 8.5** Neither the Owner's nor the Contractor's representative shall be changed without ten days written notice to the other party.

**§ 8.6** Other provisions: N/A

**ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS**

§ 9.1 The Contract Documents, except for Modifications issued after execution of this Agreement, are enumerated in the sections below.

§ 9.1.1 The Agreement is this executed AIA Document A101–2007, Standard Form of Agreement Between Owner and Contractor, as modified for the Project.

§ 9.1.2 The General Conditions are AIA Document A201–2007, General Conditions of the Contract for Construction, as modified for the Project

§ 9.1.3 The Supplementary and other Conditions of the Contract:  
PROJECT MANUAL DATED JUNE 2015

§ 9.1.4 The Specifications:  
*(Either list the Specifications here or refer to an exhibit attached to this Agreement.)*  
TECHNICAL SPECIFICATION INCLUDED IN PROJECT MANUAL SECTION 6, DATED JUNE 2015

§ 9.1.5 The Drawings:  
DRAWINGS DATED JUN 2015

Title of Drawings exhibit:  
*(Table deleted)*

§ 9.1.6 The Addenda, if any:  
ADDENDUM #1 DATED JUNE 29, 2015

Portions of Addenda relating to bidding requirements are not part of the Contract Documents unless the bidding requirements are also enumerated in this Article 9.

§ 9.1.7 Additional documents, if any, forming part of the Contract Documents:

- .1 AIA Document E201™–2007, Digital Data Protocol Exhibit, if completed by the parties, or the following:
- .2 Other documents, if any, listed below:  
BID DOCUMENT SUBMISSION PACKAGE DATED JULY 13, 2015  
TENTATIVE CONSTRUCTION SCHEDULE DATED SEPTEMBER 25, 2015

If required by Owner, the Contract Documents shall also include a Performance Bond and a Payment Bond. To the extent that the Bid Requirements, or any other contract documents, specified a different form of Performance Bond and Payment Bond, such requirements are hereby amended accordingly.

**ARTICLE 10 INSURANCE AND BONDS**

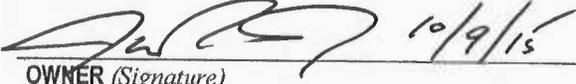
The Contractor shall purchase and maintain insurance as set forth in Article 11 of AIA Document A201-2007. The Contractor shall purchase bonds as also set forth in Article 11 of the AIA Document A201-2007, but only at the request of the Owner.

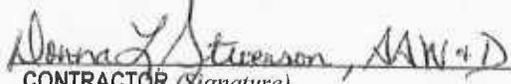
*(State bonding requirements, if any, and limits of liability for insurance required in Article 11 of AIA Document A201-2007.)*

Type of insurance or bond

Limit of liability or bond amount

This Agreement entered into as of the day and year first written above.

 10/9/15  
OWNER (Signature)  
Joseph M. Billy, Jr. - Exec. Dir.  
(Printed name and title)

 10/7/2015  
CONTRACTOR (Signature)  
Donna L. Sterenson, Dir. of Operations  
(Printed name and title)

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

# RESOLUTION

Board Meeting Date

of the

Date Submitted

1-27-16

## SUMMIT HOUSING AUTHORITY

1/22/16

RESOLUTION NO. 16-27-1-3

TITLE:

**RESOLUTION APPROVING CHANGE ORDER #1 TO THE CONTRACT AWARDED TO AMERICAN ARCHITECTURAL WINDOW & DOOR, INC OF SPARTA, N.J. FOR THE WINDOW REPLACEMENT AT THE 2 WEAVER STREET DEVELOPMENT IN AN AMOUNT NOT TO EXCEED \$ 6,090.00.**

Factual Contents Certified to by:

Budget Authorization Certified

To by:

Commissioner HALVERSTADT submitted the following Resolution:

WHEREAS, the Housing Authority awarded a contract in the amount of \$286,167.00 on July 22, 2015 to American Architectural Window & Door, Inc. of Sparta, NJ for the project "Window Replacements at the 2 Weaver Street Development"; and

WHEREAS, during the course of installing the prototype windows the contractor is recommending the addition of Vycor fabric flashing to the window perimeters for added water and moisture protection which was not included in the original specifications and contract amount; and

WHEREAS, the cost for this additional work will be \$6,090.00 bringing the total contract amount for this project to \$292,257.00; and

WHEREAS, the Project Engineer has reviewed and approved this additional work item and the cost of this change order to be reasonable.

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF SUMMIT hereby approves Change Order #1 in the amount of \$6,090.00 to the contract awarded to American Architectural Window & Door, Inc. of Sparta, N.J. for the Window Replacements at the 2 Weaver Street Development, bringing the total contract amount to \$292,257.00.

Commissioner White seconded the motion.

X - Indicates Vote		A.B. - Absent			N.V. - Not Voting				
RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Halverstadt	X				Spurr				X
Kuhn	X				White	X			
Pollock				X	Zimmerman	X			
Poole				X					

I hereby certify that the above Resolution was adopted at a regular meeting of the Board of Commissioners of the Housing Authority of the City of Summit held on 1/27/2016.

  
Secretary/ Executive Director

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

**THE HOUSING AUTHORITY OF THE CITY OF SUMMIT**  
 512 Springfield Avenue  
 Summit, New Jersey 07901

**CONTRACT CHANGE ORDER**

Contract No. \_\_\_\_\_

**Change Order No. 1**

Change Order Date: January 5, 2016

Project Name: Windows Replacement

Location: 2 Weaver Street, Summit NJ

SHA

Contract Date: October 5, 2015

19 JAN'16am10:49RECD

Contractor: American Architectural Window & Door, Inc  
 156 Woodport Rd., Ste 1A  
 Sparta, New Jersey 07871

**Reason for Change:**

The contract documents call for replacement of windows and door which includes sealant, caulking and provision of fiberglass insulation between window frame and adjacent construction. The Contractor recommended adding Vycor fabric flashing to the window perimeters for added water and moisture protection. This Change Order establishes the use of Vycor Flashing and installation at an additional cost of \$ 6,090.00.

This CONTRACT CHANGE ORDER becomes part of the Contract and is subject to all requirements of the contract, including the General Conditions, Specifications, etc. as it is applicable to the work and material to be provided in the Contract.

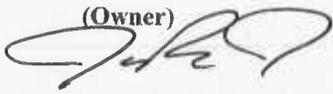
Description of Change	Credit	Additional Cost
Supply and Installation of Vycor Flashing	0	\$ 6,090.00
<b>NET TOTAL CHANGE FOR THIS CHANGE ORDER</b>	<b>0</b>	<b>\$ 6,090.00</b>

Amount (Contract Sum) of Original Contract	\$ 286,167.00
Net Change by Previous Change Orders	\$ 0.00
Amount (Contract Sum) Prior to this Change Order	\$ 286,167.00
Net Change by this Change Order; (+)increase; (-) decrease; or none	+\$ 6,090.00
New Contract Sum including this Change Order	\$ 292,257.00

THE HOUSING AUTHORITY OF  
THE CITY OF SUMMIT

APARRI ENGINEERING, LLC

AMERICAN ARCHITECTURAL  
WINDOW & DOOR INC

By:   
 \_\_\_\_\_  
 EXECUTIVE DIRECTOR

(Owner)  
 By: LEO S. APARRI  
  
 \_\_\_\_\_  
 PRESIDENT

(Consultant)  
 By: Donna A. Stevenson  
  
 \_\_\_\_\_  
 DIRECTOR OF OPERATIONS

Title

Title

Title

1/27/2016

January 05, 2016

1/7/2016

Date

Date

Date

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

#4

Periodic Pymt #1-Window

39,505.5

1/27/16 4522 American Architectural Window & \$39,505.5

PNC Bank, N.A. 060

4522  
95-760/0312  
2023

**SUMMIT HOUSING AUTHORITY  
GENERAL ACCOUNT  
512 SPRINGFIELD AVE  
SUMMIT, NJ 07901-2607**

DATE AMOUNT

4522 Jan 27, 2016 \*\*\*\$39,505.50

Memo:

Thirty-Nine Thousand Five Hundred Five and 50/100 Dollars

**PAY  
TO THE  
ORDER  
OF**

American Architectural Window & Door  
270 Sparta Avenue  
Suite 303  
Sparta, NJ 07871

AUTHORIZED SIGNATURE

⑈004522⑈ ⑆031207607⑆ 8036594118⑈

4522

Periodic Pymt #1-Window

39,505.50

1/27/16 4522 American Architectural Window &

\$39,505.50

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

Instructions

Headings. Enter all identifying data required. Periodic estimates must be numbered in sequence beginning with the number 1.

Columns 1 and 2. The "Item Number" and "Description of Item" must correspond to the number and descriptive title assigned to each principal division of work in the "Schedule of Amounts for Contract Payments", form HUD-51000.

Column 3. Enter the accumulated value of each principal division of work completed as of the closing date of the periodic estimate. Enter the total in the space provided. Received By: [Signature]

Account #: EXTRAORD. MAINT.
Voucher Approved By: [Signature] 1/19/16

Certifications. The certification of the contractor includes the analysis amounts used to determine the net balance due. In the first paragraph, enter the name of the Public Housing Agency, the contractor, and the date of contract. Enter the calculations used in arriving at the "Balance Due This Payment" on lines 1 through 16.

Enter the contractor's name and signature in the certification following line 16

The latter portion of this certification relating to payment of legal rates wages, is required by the contract before any payment may be made. However, if the contractor does not choose to certify on behalf of his/subcontractors to wage payments made by them, he/she may modify language to cover only himself/herself and attach a list of all subcontractor who employed labor on the site during the period covered by the Periodic Estimate, together with the individual certifications of each.

Certification of the Contractor or Duty Authorized Representative

According to the best of my knowledge and belief, I certify that all items and amounts shown on the other side of this form are correct; that work has been performed and material supplied in full accordance with the items and conditions of the contract between the (name of owner) Summit Housing Authority and (contractor) American Architectural Window \* Door, Inc. dated (mm/dd/yyyy) 09/03/2015, and duly authorized deviations, substitutions, alterations, and additions; that the following is a true and correct statement of the Contract Account up to and including the last day of the period covered by this estimate, and that no part of the "Balance Due This Payment" has been received.

Table with 4 columns: Description, Amount, (net) \$, and Total. Rows include: 1. Original Contract Amount (\$286,167.00), 2. Additions (\$0), 3. Deductions (\$0), 4. Current Adjusted Contract Amount (\$286,167.00), 5. Value of Original Contract work completed to date (\$43,895.00), 6. Additions (Completed Under Approved Change Orders) (\$0), 7. Deductions (\$0), 8. Total Value of Work in Place (\$43,895.00), 9. Less: Retainage (10%) (\$4,389.50), 10. Net amount earned to date (\$39,505.50), 11. Less: Previously earned (\$0), 12. Net amount due, work in place (\$39,505.50), 13. At close of this period (\$0), 14. Less: Allowed last period (\$0), 15. Increase (decrease) from amount allowed last period (\$0), 16. Balance Due This Payment (\$39,505.50).

I further certify that all just and lawful bills against the undersigned and his/her subcontractors for labor, material, and equipment employed in the performance of this contract have been paid in full in accordance with the terms and conditions of this contract, and that the undersigned and his/her subcontractors have complied with, or that there is an honest dispute with respect to, the labor provisions of this contract.

Name of Contractor: American Architectural Window \* Door, Inc.
Signature of Authorized Representative: Rebecca Donato
Title: Office Manager
Date (mm/dd/yyyy): 01/12/2016

Certificate of Authorized Project Representative and of Contracting Officer

Each of us certifies that he/she has checked and verified this Periodic Estimate No. 1; that to the best of his/her knowledge and belief it is a true statement of the value of work performed and material supplied by the contractor; that all work and material included in this estimate has been inspected by him/her or by his/her authorized assistants; and that such work has been performed or supplied in full accordance with the drawings and specifications, the terms and conditions of the contract, and duly authorized deviations, substitutions, alterations, and additions, all of which have been duly approved.

We, therefore, approve as the "Balance Due this Payment" the amount of \$ 39,505.50
Authorized Project Representative: [Signature] Date (mm/dd/yyyy): 01/13/2016
Contracting Officer: [Signature] Date (mm/dd/yyyy): 1/19/16

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

# Periodic Estimate for Partial Payment

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

OMB Approval No. **12.B.3.a**  
(exp. 1/31/2017)

Submit original and one copy to the Public Housing Agency.  
Complete instructions are on the back of this form.

Public reporting burden for this collection of information is estimated to average 3.5 hours per response, including the time for reviewing instructions, search existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct a collection of information unless it displays a valid OMB control number.

This information is collected under the authority of Section 6(c) of the U.S Housing Act of 1937 and HUD regulations. HAs are responsible for contract administration to ensure that the work for project development is done in accordance with State laws and HUD requirements. The contractor/subcontractor reports provide details and summaries on payments, change orders, and schedule of materials stored for the project. The information will be used to ensure that the total development costs, identified in the ACC, are kept as low as possible and consistent with HUD construction requirements. Responses to the collection are necessary to obtain a benefit. The information requested does not lend itself to confidentiality.

Name of Public Housing Agency <b>Summit Housing Authority</b>	Periodic Estimate Number <b>1</b>	Period From 09/03/2015 To 10/27/2015
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Location of Project <b>2 Weaver Street, Summit, NJ</b>	Project Number
---	----------------

Name of Contractor <b>American Architectural Window &amp; Door, Inc. 156 Woodport Rd., Suite 1A Sparta, NJ 07871</b>	Contract Number
---	-----------------

Item Number (1)	Description of Item (2)	Completed to Date (3)
2	General Conditions A) General Conditions B) Sample Pilot, Project Measure, Order Preparation & Submission C) Shop Drawings and Submittals	\$ 3,170.00 \$ 4,300.00 \$ 3,665.00
17	Metal Windows A) Window Deposit (273 @ \$120.00 each) B) Window Material Balance (273 @ \$643.00 each) C) Window Install Labor (273 @ \$198.00 each)	\$ 32,760.00 \$ 0.00 \$ 0.00

Value of Contract Work Completed to Date (Transfer this total to line 5 on back of this sheet)	\$ 43,895.00
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Attachment: Housing Document (4631 : Authorize payment from AHTE for rehabilitation work, Summit Housing Authority)

# Schedule of Amounts for Contract Payments

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval No. **12.B.3.a**  
(Exp. 1/31/2017)

No progress payments shall be made to the contractor unless a schedule of amounts for contract payments in accordance with the construction contract is received.

SHA

19 JAN 16 AM 10:49 RECD

Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct a collection of information unless it displays a valid OMB control number.

Construction practices and HUD administrative requirements establish the need that HAs maintain certain records or submit certain documents in conjunction with the oversight of the award of construction contracts for the construction of new low-income housing developments or modernization of existing developments. These forms are used by HAs to provide information on the construction progress schedule and schedule of amounts for contract payments. Responses to collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

Project Name and Location	<b>2 Weaver Street, Summit Summit, NJ 07901</b>	Project Number
---------------------------	---	----------------

Name, Address, and Zip Code of Contractor	<b>American Architectural Window &amp; Door, Inc. 156 Woodport Rd., Suite 1A Sparta, NJ 07871</b>
---	---

Nature of Contract	<b>Window Replacement</b>	Contract Number
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Approved for Contractor by	<i>Rebecca Donato</i>	Title	<i>Office Manager</i>	Date	<i>01/12/2016</i>
Approved for Architect by	<i>Chris Nam</i>	Title	<i>Project Coordinator</i>	Date	<i>01/13/2016</i>
Approved for Owner by	<i>Joseph M. Billy, Jr. - E.D.</i>	Title	<i>EXECUTIVE DIRECTOR</i>	Date	<i>1/19/2016</i>

Item No. (1)	Description of Item (2)	Quantity (3)	Unit of Measure (4)	Unit Price in Place (5)	Amount of Sub-Item (6)	Amount of Principal Item (7)
2	General Conditions					
	A) General Conditions	1	Lump Sum	\$ 15,849.00	\$ 15,849.00	\$ 23,814.00
	B) Sample/Pilot, Project Measure, Order Prep & Submission	1	Lump Sum	\$ 4,300.00	\$ 4,300.00	
	C) Shop Drawings & Submittals	1	Lump Sum	\$ 3,665.00	\$ 3,665.00	
17	Metal Windows					
	A) Window Deposit	273	Unit Price	\$ 120.00	\$ 32,760.00	\$ 262,353.00
	B) Window Material Balance	273	Unit Price	\$ 643.00	\$ 175,539.00	
	C) Window Install Labor	273	Unit Price	\$ 198.00	\$ 54,054.00	

<b>Total Amount of Contract or Carried Forward</b>	<b>\$ 286,167.00</b>
--	----------------------

To the best of my knowledge, all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature of authorized representative	<i>[Signature]</i>	Date signed (mm/dd/yyyy)	<i>01/13/2016</i>
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Attachment: Housing Document (4631 : Authorize payment from AHTE for rehabilitation work, Summit Housing Authority)





**APARRI ENGINEERING, LLC.**

131 MAIN STREET/SUITE 180  
 HACKENSACK, NJ 07601-7123  
 Tel 201 343 7747 Fax 201 343 7242

**TRANSMITTAL LETTER**

TO:  
**Mr. Joseph M. Billy Jr.**  
 Summit Housing Authority  
 518 Springfield Ave  
 Summit, NJ 07901

FROM:  
 APARRI ENGINEERING LLC

DATE: May 6, 2016

SUBJECT: Partial Payment #2

WE ARE SENDING YOU  ATTACHED  UNDER SEPARATE COVER THE FOLLOWING:  
 DRAWINGS  SPECIFICATIONS  SHOP DRAWINGS  MATERIAL SAMPLES  
 PRINTS  COPY OF LETTER  CHANGE ORDER  OTHER DOCUMENT

SET/QTY	DESCRIPTION
1	Application for Partial Payment <del>#1</del> #2
1	Certified Payroll (4/2/2016 to 4/23/2016 week ending period)

THESE ARE SUBMITTED (as checked below):

FOR APPROVAL  APPROVED  SUBMIT TO \_\_\_\_\_  
 FOR YOUR USE  APPROVED WITH CORRECTIONS  RETURN \_\_\_\_\_ OF CORRECTED PRINTS  
 AS REQUESTED  RETURNED FOR CORRECTIONS  \_\_\_\_\_  
 FOR REVIEW AND COMMENT  REVISE AND RESUBMIT \_\_\_\_\_ COPIES FOR REVIEW AND APPROVAL

REMARKS:

Dear Mr. Billy,

Attached is the application for partial payment #2 for the Windows Replacement at 2 Weaver St project. We have reviewed and approved the balance due this payment amount of \$223,525.80. SHA

Regards,

Received By: *[Signature]*

Account #: *EXTRAORD. MAINT.*

Chris Nam

Voucher Approved By: *[Signature]* 5/19/16

13 MAY 16 9:49 REC'D

Check Payable To: AMERICAN ARCHITECTURAL WINDOW + DOOR INC

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

Instructions

Headings. Enter all identifying data required. Periodic estimates must be numbered in sequence beginning with the number 1.

Columns 1 and 2. The "Item Number" and "Description of Item" must correspond to the number and descriptive title assigned to each principal division of work in the "Schedule of Amounts for Contract Payments", form HUD-51000.

Column 3. Enter the accumulated value of each principal division of work completed as of the closing date of the periodic estimate. Enter the total in the space provided.

Certifications. The certification of the contractor includes the analysis amounts used to determine the net balance due. In the first paragraph, enter the name of the Public Housing Agency, the contractor, and the date of contract. Enter the calculations used in arriving at the "Balance Due This Payment" on lines 1 through 16.

Enter the contractor's name and signature in the certification following line 16. The latter portion of this certification relating to payment of legal rates wages, is required by the contract before any payment may be made. However, if the contractor does not choose to certify on behalf of his/ subcontractors to wage payments made by them, he/she may modify language to cover only himself /herself and attach a list of all subcontract who employed labor on the site during the period covered by the Periodic Estimate, together with the individual certifications of each.

Certification of the Contractor or Duly Authorized Representative

According to the best of my knowledge and belief, I certify that all items and amounts shown on the other side of this form are correct; that work has been performed and material supplied in full accordance with the items and conditions of the contract between the (name of owner) Summit Housing Authority and (contractor) American Architectural Windows & Doors dated (mm/dd/yyyy) 07/22/2015 and duly authorized deviations, substitutions, alterations, and additions; that the following is a true and correct statement of the Contract Account up to and including the last day of the period covered by this estimate, and that no part of the "Balance Due This Payment" has been received.

1. Original Contract Amount \$ 286,167.00
Approved Change Orders:
2. Additions (Total from Col. 3, form HUD-51002) \$ 6,090.00
3. Deductions (Total from Col. 5, form HUD-51002) \$ 0.00 (net) \$ 6,090.00
4. Current Adjusted Contract Amount (line 1 plus or minus net) \$ 292,257.00

Computation of Balance Due this Payment
5. Value of Original Contract work completed to date (from other side of this form) \$ 292,257.00

Completed Under Approved Change Orders
6. Additions (from Col. 4, form HUD-51002) \$ 6,090.00
7. Deductions (from Col.5, form HUD-51002) \$ 0.00 (net) \$ 6,090.00
8. Total Value of Work in Place (line 5 plus or minus net line 7) \$ 292,257.00
9. Less: Retainage, 10 % \$ 29,225.70
10. Net amount earned to date (line 8 less line 9) \$ 263,031.30
11. Less: Previously earned (line 10, last Periodic Estimate) \$ 39,505.50
12. Net amount due, work in place (line 10 less line 11) \$ 223,525.8

Value of Materials Properly Stored
13. At close of this period (from form HUD-51004) \$ 0.00
14. Less: Allowed last period \$ 0.00
15. Increase (decrease) from amount allowed last period \$ 0.00
16. Balance Due This Payment \$ 223,525.8

I further certify that all just and lawful bills against the undersigned and his/her subcontractors for labor, material, and equipment employed in the performance of this contract have been paid in full in accordance with the terms and conditions of this contract, and that the undersigned and his/her subcontractors have complied with, or that there is an honest dispute with respect to, the labor provisions of this contract.

Name of Contractor American Architectural Windows & Doors Signature of Authorized Representative [Signature] Title Controller Date (mm/dd/yyyy) 05/04/16

Certificate of Authorized Project Representative and of Contracting Officer
Each of us certifies that he/she has checked and verified this Periodic Estimate No. 2; that to the best of his/her knowledge and belief it is a true statement of the value of work performed and material supplied by the contractor; that all work and material included in this estimate has been inspected by him/her or by his/her authorized assistants; and that such work has been performed or supplied in full accordance with the drawings and specifications, terms and conditions of the contract, and duly authorized deviations, substitutions, alterations, and additions, all of which have been duly approved. We, therefore, approve as the "Balance Due this Payment" the amount of \$ 223,525.80

Authorized Project Representative [Signature] Date (mm/dd/yyyy) 5/6/2016 Contracting Officer [Signature] Date (mm/dd/yyyy) 5/19/16

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

# Periodic Estimate for Partial Payment

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

OMB Approval No. **12.B.3.a**  
(exp. 1/31/2017)

Submit original and one copy to the Public Housing Agency.  
Complete instructions are on the back of this form.

Public reporting burden for this collection of information is estimated to average 3.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct a collection of information unless it displays a valid OMB control number.

This information is collected under the authority of Section 6(c) of the U.S. Housing Act of 1937 and HUD regulations. HAs are responsible for contract administration to ensure that the work for project development is done in accordance with State laws and HUD requirements. The contractor/subcontractor reports provide details and summaries on payments, change orders, and schedule of materials stored for the project. The information will be used to ensure that the total development costs, identified in the ACC, are kept as low as possible and consistent with HUD construction requirements. Responses to the collection are necessary to obtain a benefit. The information requested does not lend itself to confidentiality.

Name of Public Housing Agency <b>Summit Housing Authority</b>	Periodic Estimate Number <b>2</b>	Period From (10/28/2015) To (05/03/2016)
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Location of Project <b>2 Weaver Street Summit NJ</b>	Project Number
---	----------------

Name of Contractor <b>American Architectural Window &amp; Door 156 Woodport Road Suite 1A Sparta NJ 07871</b>	Contract Number
--	-----------------

Item Number (1)	Description of Item (2)	Completed to Date (3)
2	General Conditions A) General Conditions B) Sample Pilot, Project Measure, Order Preparation & Submission C) Shop Drawing & Submittals	\$ 23,814.00
17	Metal Windows A) Window Deposit B) Window Material Balance C) Window Install Labor	262,353
18	Change Order #1 (Resolution # 16-27-1-3) Supply & Installation of Vycor Flashing	6,090.00

Value of Contract Work Completed to Date (Transfer this total to line 5 on back of this sheet) \$ **292,257.00**

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

# Schedule of Amounts for Contract Payments

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval No. **12.B.3.a**  
(Exp. 3/31/2010)

No progress payments shall be made to the contractor unless a schedule of amounts for contract payments in accordance with the construction contract is received.

Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

Construction practices and HUD administrative requirements establish the need that HAs maintain certain records or submit certain documents in conjunction with the oversight of the award of construction contracts for the construction of new low-income housing developments or modernization of existing developments. These forms are used by HAs to provide information on the construction progress schedule and schedule of amounts for contract payments. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

Project Name and Location <b>2 Weaver Street, Summit NJ 07901</b>	Project Number
--	----------------

Name, Address, and Zip Code of Contractor <b>American Architectural Window &amp; Door 156 Woodport Road, Suite 1A Sparta NJ 07871</b>
--

Nature of Contract <b>Window Replacement</b>	Contract Number
---	-----------------

Approved for Contractor by <b>Amy Sweezy</b>	Title <b>Controller</b>	Date (mm/dd/yyyy) <b>05/03/2016</b>
---	----------------------------	--

Approved for Architect by <b>Chris Nam</b>	Title <b>Project Coordinator</b>	Date (mm/dd/yyyy) <b>5/6/2016</b>
---	-------------------------------------	--------------------------------------

Approved for Owner by	Title	Date (mm/dd/yyyy)
-----------------------	-------	-------------------

Item No. (1)	Description of Item (2)	Quantity (3)	Unit of Measure (4)	Unit Price in Place (5)	Amount of Sub-Item (6)	Amount of Principal Item (7)
2	<b>General Conditions</b>					<b>\$23,814.1</b>
	A) General Conditions	1	Lump Sum	\$15,849.00	\$15,849.00	
	B) Sample/Pilot, Project Measure, Order Pro	1	Lump Sum	\$4,300.00	\$4,300.00	
	C) Shop Drawings & Submittals	1	Lump Sum	\$3,665.00	\$3,665.00	
17	<b>Metal Windows</b>					<b>\$262,353.</b>
	A) Window Deposit	273	Unit Price	\$120.00	\$32,760.00	
	B) Window Material Balance	273	Unit Price	\$643.00	\$175,539.00	
	C) Window Install Labor	273	Unit Price	\$198.00	\$54,054.00	
18	<b>Change Order #1 (Resolution # 16-27-1-3)</b>					
	Supply & Installation of Vycor Flashing	1	Lump Sum	\$6,090.00	\$6,090.00	\$6,090.

**Total Amount of Contract or Carried Forward** \$ **\$292,257.**

To the best of my knowledge, all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.  
**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature of authorized representative 	Date signed (mm/dd/yyyy) <b>5/4/2016</b>
--	---

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

# RESOLUTION

Board Meeting Date

Date Submitted

1-27-16

## of the SUMMIT HOUSING AUTHORITY

1/22/16

RESOLUTION NO. 16-27-1-3

TITLE:

**RESOLUTION APPROVING CHANGE ORDER #1 TO THE CONTRACT AWARDED TO AMERICAN ARCHITECTURAL WINDOW & DOOR, INC OF SPARTA, N.J. FOR THE WINDOW REPLACEMENT AT THE 2 WEAVER STREET DEVELOPMENT IN AN AMOUNT NOT TO EXCEED \$ 6,090.00.**

Factual Contents Certified to by:



Budget Authorization Certified

To by: 

Commissioner Halverstadt submitted the following Resolution:

**WHEREAS**, the Housing Authority awarded a contract in the amount of \$286,167.00 on July 22, 2015 to American Architectural Window & Door, Inc. of Sparta, NJ for the project "Window Replacements at the 2 Weaver Street Development"; and

**WHEREAS**, during the course of installing the prototype windows the contractor is recommending the addition of Vycor fabric flashing to the window perimeters for added water and moisture protection which was not included in the original specifications and contract amount; and

**WHEREAS**, the cost for this additional work will be \$6,090.00 bringing the total contract amount for this project to \$292,257.00; and

**WHEREAS**, the Project Engineer has reviewed and approved this additional work item and the cost of this change order to be reasonable.

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF SUMMIT** hereby approves Change Order #1 in the amount of \$6,090.00 to the contract awarded to American Architectural Window & Door, Inc. of Sparta, N.J. for the Window Replacements at the 2 Weaver Street Development, bringing the total contract amount to \$292,257.00.

Commissioner White seconded the motion.

X - Indicates Vote		A.B. - Absent		N.V. - Not Voting					
RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Halverstadt	X				Spurr				X
Kuhn	X				White	X			
Pollock				X	Zimmerman	X			
Poole				X					

I hereby certify that the above Resolution was adopted at a regular meeting of the Board of Commissioners of the Housing Authority of the City of Summit held on 1/27/2016.



Secretary/ Executive Director

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

**THE HOUSING AUTHORITY OF THE CITY OF SUMMIT**  
 512 Springfield Avenue  
 Summit, New Jersey 07901

**CONTRACT CHANGE ORDER**

Contract No. \_\_\_\_\_

**Change Order No. 1**

Change Order Date: January 5, 2016

Project Name: Windows Replacement

Location: 2 Weaver Street, Summit NJ

SHA

Contract Date: October 5, 2015

19 JAN '16am10:49RECD

Contractor: American Architectural Window & Door, Inc  
 156 Woodport Rd., Ste 1A  
 Sparta, New Jersey 07871

**Reason for Change:**

The contract documents call for replacement of windows and door which includes sealant, caulking and provision of fiberglass insulation between window frame and adjacent construction. The Contractor recommended adding Vycor fabric flashing to the window perimeters for added water and moisture protection. This Change Order establishes the use of Vycor Flashing and installation at an additional cost of \$ 6,090.00.

This CONTRACT CHANGE ORDER becomes part of the Contract and is subject to all requirements of the contract, including the General Conditions, Specifications, etc. as it is applicable to the work and material to be provided in the Contract.

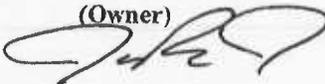
Description of Change	Credit	Additional Cost
Supply and Installation of Vycor Flashing	0	\$ 6,090.00
<b>NET TOTAL CHANGE FOR THIS CHANGE ORDER</b>	0	\$ 6,090.00

Amount (Contract Sum) of Original Contract	\$ 286,167.00
Net Change by Previous Change Orders	\$ 0.00
Amount (Contract Sum) Prior to this Change Order	\$ 286,167.00
Net Change by this Change Order; (+)increase; (-) decrease; or none	+\$ 6,090.00
New Contract Sum including this Change Order	\$ 292,257.00

**THE HOUSING AUTHORITY OF  
THE CITY OF SUMMIT**

**APARRI ENGINEERING, LLC**

**AMERICAN ARCHITECTURAL  
WINDOW & DOOR INC**

By:   
 \_\_\_\_\_  
 EXECUTIVE DIRECTOR

(Owner)  
 (Consultant)  
 By:   
 \_\_\_\_\_  
 PRESIDENT

(Contractor)  
 By:   
 \_\_\_\_\_  
 DIRECTOR OF OPERATIONS

Title

Title

Title

1/27/2016  
 \_\_\_\_\_  
 Date

January 05, 2016  
 \_\_\_\_\_  
 Date

1/7/2016  
 \_\_\_\_\_  
 Date

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)



**U.S. Department of Labor**  
 Employment Standards Administration  
 Wage and Hour Division

**PAYROLL**

(For Contractor's Optional Use; See Instructions at [www.dol.gov/esa/whd/forms/wh347instr.htm](http://www.dol.gov/esa/whd/forms/wh347instr.htm))

Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number.

Rev. Dec. 2008

NAME OF CONTRACTOR  OR SUBCONTRACTOR   
 American Architectural Window & Door Inc. aka NJ Window Erectors, Inc.  
 ADDRESS 156 Woodport Road, Suite 1A  
 Sparta, NJ 07871  
 PROJECT OR CONTRACT NO. Window Replacement

PAYROLL NO. 1  
 FOR WEEK ENDING 04/02/2016  
 PROJECT AND LOCATION Summit Housing Authority  
 2 Weaver Street, Summit, NJ 07901

(1) NAME AND INDIVIDUAL IDENTIFYING NUMBER (e.g., LAST FOUR DIGITS OF SOCIAL SECURITY NUMBER) OF WORKER	(2) EXEMPTIONS OR HOLDINGS	(3) WORK CLASSIFICATION	(4) DAY AND DATE							(5) TOTAL HOURS	(6) RATE OF PAY	(7) GROSS AMOUNT EARNED	(8) DEDUCTIONS				(9) NET WAGES PAID FOR WEEK
			Sun 3/27	Mon 3/28	Tues 3/29	Wed 3/30	Thur 3/31	Fri 4/1	Sat 4/2				WITH- HOLDING TAX	NJ State Tax	NY State & City Tax	OTHER	
Abdul-Aleem, Kareem 9925		Laborer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$37.43	\$299.40	\$2.25	\$3.14	\$2.77	\$5.00	\$38.18	\$261.22
Hines, Donald 1583		Installer	0.00	0.00	4.00	0.00	8.00	0.00	0.00	\$19.55	\$299.40	\$135.37	\$16.50	\$45.15	\$107.50	\$73.67	\$453.93
Martinez, Luis A 4919		Installer	0.00	0.00	0.00	0.00	8.00	0.00	0.00	\$61.43	\$827.60	\$33.73	\$4.91	\$7.90	\$2.50	\$76.41	\$251.19
Powell, Horace 2051		Ripper	0.00	0.00	0.00	0.00	8.00	0.00	0.00	\$28.24	\$327.60	\$55.94	\$10.32	\$31.03	\$5.00	\$155.06	\$476.34
Guach, Gabriel A. 0005		Laborer	0.00	0.00	4.00	0.00	8.00	0.00	0.00	\$37.43	\$299.40	\$17.83	\$4.20	\$0.00	\$5.00	\$52.05	\$247.35
Nieves, Primitivo 6585		Installer	0.00	0.00	0.00	0.00	8.00	0.00	0.00	\$61.43	\$327.60	\$12.86	\$4.34	\$0.00	\$2.50	\$47.07	\$280.53
			0.00	0.00	0.00	0.00	8.00	0.00	0.00	\$28.24	\$327.60						
			0.00	0.00	0.00	0.00	8.00	0.00	0.00								
			0.00	0.00	0.00	0.00	8.00	0.00	0.00								

The completion of Form WH-347 is optional. It is mandatory for covered contractors and subcontractors performing work on Federally financed or assisted construction contracts to respond to the information collection contained in 29 C.F.R. §§ 3.3, 5.5(a). The Copeland Act (U.S.C. § 3145) contractors and subcontractors performing work on Federally financed or assisted construction contracts to "furnish weekly a statement with respect to the wages paid each employee during the preceding week." U.S. Department of Labor (DOL) regulations at 29 C.F.R. § 5.5(a)(3)(ii) require contractors to submit weekly a copy of all payrolls to the Federal agency contracting for or financing the construction project, accompanied by a signed "Statement of Compliance" indicating that the payrolls are correct and complete and that each laborer or mechanic has been paid not less than the proper Davis-Bacon prevailing wage rate for the work performed. DOL and federal contracting agencies receiving this information review the information to determine that employees have received legally required wages and fringe benefits.

**Public Burden Statement**

We estimate that it will take an average of 55 minutes to complete this collection, including time for reviewing instructions, gathering existing data sources, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding these estimates or any other aspect of this collection, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, ESA, U.S. Department of Labor, Room S3502, 200 Constitution Avenue, N.W., Washington, D.C. 20210

**Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)**



PAYROLL

(For Contractor's Optional Use; See Instructions at [www.dol.gov/whd/forms/wh347instr.htm](http://www.dol.gov/whd/forms/wh347instr.htm))

Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number.



Rev. Dec. 2008

NAME OF CONTRACTOR  OR SUBCONTRACTOR  ADDRESS 156 Woodport Road, Suite 1A Sparta NJ 07871 PROJECT OR CONTRACT NO. Window Replacement

PAYROLL NO. 2 FOR WEEK ENDING 04/09/2016 PROJECT AND LOCATION Summit Housing Authority 2 Weaver Street, Summit NJ 07901

OMB No.: 1235-0008  
Expires: 02/28/2018

(1) NAME AND INDIVIDUAL IDENTIFYING NUMBER (e.g., LAST FOUR DIGITS OF SOCIAL SECURITY NUMBER) OF WORKER	(2) EXEMPTIONS TO HOLDING OF TITLE	(3) WORK CLASSIFICATION	(4) DAY AND DATE							(5) TOTAL HOURS	(6) RATE OF PAY	(7) GROSS AMOUNT EARNED	(8) DEDUCTIONS				(9) NET WAGES PAID FOR WEEK			
			HOURS WORKED EACH DAY										FICA	WITH- HOLDING TAX	NJ State Tax	NY State & City Tax		OTHER	TOTAL DEDUCTIONS	
			Sun 4/3	Mon 4/4	Tue 4/5	Wed 4/6	Thu 4/7	Fri 4/8	Sat 4/9											
Abdul-Aleem, Kareem 9925		Laborer	0	0	0	0	0	0	0	0	24.00	\$37.43	\$598.80	\$50.03	\$39.36	\$6.46	\$15.42	\$7.50	\$118.77	\$480.03
Hines, Donald 1583		Installer	0	0	0	0	0	0	0	0	24.00	\$61.43	\$982.80	\$123.88	\$289.62	\$56.49	\$73.21	\$112.50	\$655.70	\$827.10
Martinez, Luis A 4919		Installer	0	0	0	0	0	0	0	0	24.00	\$61.43	\$982.80	\$100.49	\$208.56	\$41.74	\$58.74	\$10.00	\$419.53	\$783.27
Powell, Horace 2051		Ripper	0	0	0	0	0	0	0	0	24.00	\$61.43	\$982.80	\$82.11	\$114.62	\$27.14	\$50.57	\$7.50	\$281.94	\$700.86
Cruz, John 2316		Ripper	0	0	0	0	0	0	0	0	40.00	\$61.43	\$1,638.00	\$136.86	\$0.00	\$70.04	\$0.00	\$0.00	\$206.90	\$1,431.10
Guach, Gabriel A. 0005		Laborer	0	0	0	0	0	0	0	0	24.00	\$37.43	\$598.80	\$50.03	\$62.73	\$9.67	\$0.00	\$7.50	\$129.93	\$468.87
Nieves, Primitivo 6585		Installer	0	0	0	0	0	0	0	0	24.00	\$61.43	\$982.80	\$82.11	\$114.62	\$25.97	\$0.00	\$7.50	\$230.20	\$752.60

The completion of Form WH-347 is optional, it is mandatory for covered contractors and subcontractors performing work on Federally financed or assisted construction contracts to respond to the information collection contained in 29 C.F.R. §§ 3.3, 5.5(a), The Copeland Act (U.S.C. § 3145) contractors and subcontractors performing work on Federally financed or assisted construction contracts to "turnish weekly a statement" with respect to the wages paid each employee during the preceding week." U.S. Department of Labor (DOL) regulations at 29 C.F.R. § 5.5(a)(3)(i) require contractors to submit weekly a copy of all payrolls to the Federal agency contracting for or financing the construction project, accompanied by a signed "Statement of Compliance" indicating that the payrolls are correct and complete and that each laborer or mechanic has been paid not less than the proper Davis-Bacon prevailing wage rate for the work performed. DOL and federal contracting agencies receiving this information review the information to determine if employees have received legally required wages and fringe benefits.

Public Burden Statement

An estimate that it will take an average of 65 minutes to complete this collection, including time for reviewing instructions, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S3502, 200 Constitution Avenue, N.W., Washington, D.C. 20210

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)







PAYROLL

(For Contractor's Optional Use; See Instructions at [www.dol.gov/whd/forms/wh347instr.htm](http://www.dol.gov/whd/forms/wh347instr.htm))



Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number.

Rev. Dec. 2008

NAME OF CONTRACTOR  OR SUBCONTRACTOR   
 American Architectural Window & Door, aka NJ Window Erectors, Inc.  
 ADDRESS 156 Woodport Road, Suite 1A Sparta NJ 07871  
 PROJECT AND LOCATION Summit Housing Authority  
 2 Weaver Street, Summit NJ 07901  
 PROJECT OR CONTRACT NO. Window Replacement  
 OMB No.: 1235-0008  
 Expires: 02/28/2018

(1) NAME AND INDIVIDUAL IDENTIFYING NUMBER (e.g., LAST FOUR DIGITS OF SOCIAL SECURITY NUMBER) OF WORKER	(2) EMPLOYER'S IDENTIFICATION NUMBER	(3) WORK CLASSIFICATION	(4) DAY AND DATE							(5) TOTAL HOURS	(6) RATE OF PAY	(7) GROSS AMOUNT EARNED	(8) DEDUCTIONS				(9) NET WAGES PAID FOR WEEK			
			HOURS WORKED EACH DAY										FICA	WITH- HOLDING TAX	NJ State Tax	NY State & City Tax		OTHER	TOTAL DEDUCTIONS	
			Sun 17	Mon 18	Tue 19	Wed 20	Thu 21	Fri 22	Sat 23											
Abdul-Aleem, Kareem 9925		Laborer	0	0	0	0	0	0	0	0	16.00	\$37.43	\$399.20	\$33.35	\$12.23	\$4.19	\$5.71	\$5.00	\$60.48	\$338.72
Hines, Donald 1583		Installer	0	0	0	0	0	0	0	0	16.00	\$61.43	\$655.20	\$54.75	\$109.51	\$10.41	\$33.40	\$0.00	\$208.07	\$447.13
Martinez, Luis A 4919		Installer	0	0	0	0	0	0	0	0	16.00	\$61.43	\$655.20	\$73.12	\$126.66	\$21.75	\$44.83	\$5.00	\$271.36	\$603.84
Powell, Horace 2051		Ripper	0	0	0	0	0	0	0	0	16.00	\$61.43	\$875.20	\$54.75	\$59.51	\$10.80	\$33.01	\$55.00	\$213.07	\$442.13
Cruz, John 2316		Ripper	0	0	0	0	0	0	0	0	24.00	\$61.43	\$982.80	\$122.28	\$0.00	\$57.84	\$0.00	\$0.00	\$180.12	\$1,283.48
Guach, Gabriel A. 0005		Laborer	0	0	0	0	0	0	0	0	16.00	\$37.43	\$399.20	\$33.35	\$32.79	\$5.70	\$0.00	\$5.00	\$76.84	\$322.36
Nieves, Primitivo 6585		Installer	0	0	0	0	0	0	0	0	16.00	\$61.43	\$655.20	\$54.74	\$59.51	\$10.41	\$0.00	\$5.00	\$129.66	\$525.54

While completion of Form WH-347 is optional, it is mandatory for covered contractors and subcontractors performing work on Federally financed or assisted construction contracts to respond to the information collection contained in 29 C.F.R. §§ 3.3, 5.5(a), The Copeland Act (16 U.S.C. § 3145) contractors and subcontractors performing work on Federally financed or assisted construction contracts to "furnish weekly a statement with respect to the wages paid each employee during the preceding week." U.S. Department of Labor (DOL) regulations at 29 C.F.R. § 5.5(a)(3)(ii) require contractors to submit weekly a copy of all payrolls to the Federal agency contracting for or financing the construction project, accompanied by a signed "Statement of Compliance" indicating that the payrolls are correct and complete and that each laborer or mechanic has been paid not less than the proper Davis-Bacon prevailing wage rate for the work performed. DOL and federal contracting agencies receiving this information review the information to determine that employees have received legally required wages and fringe benefits.

This estimate that it will take an average of 55 minutes to complete this collection, including time for reviewing instructions, gathering existing data sources, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding these estimates or any other aspect of this collection, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S5502, 200 Constitution Avenue, N.W., Washington, D.C. 20210

Public Burden Statement

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)



Extraordinary Maintenance

29,225

10/26/16 4920 American Architectural Window & \$29,225.

PNC Bank, N.A. 060

4920  
55-760/0

**SUMMIT HOUSING AUTHORITY  
GENERAL ACCOUNT  
512 SPRINGFIELD AVE  
SUMMIT, NJ 07901-2607**

CHECK #

DATE

AMOUNT

4920

Oct 26, 2016

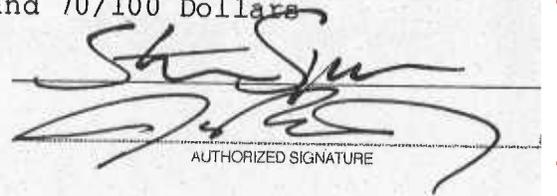
\*\*\*\$29,225.70

Memo:

Twenty-Nine Thousand Two Hundred Twenty-Five and 70/100 Dollars

**PAY  
TO THE  
ORDER  
OF**

American Architectural Window & Door  
156 Woodport Rd Suite 1a  
Suite 303  
Sparta, NJ 07871

  
AUTHORIZED SIGNATURE

⑈004920⑈ ⑆031207607⑆ 8036594118⑈

4920

Extraordinary Maintenance

29,225.70

10/26/16 4920 American Architectural Window &

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

**Instructions**

**Headings.** Enter all identifying data required. Periodic estimates must be numbered in sequence beginning with the number 1.

**Columns 1 and 2.** The "Item Number" and "Description of Item" must correspond to the number and descriptive title assigned to each principal division of work in the "Schedule of Amounts for Contract Payments", form HUD-51000.

**Column 3.** Enter the accumulated value of each principal division of work completed as of the closing date of the periodic estimate. Enter the total in the space provided.

**Certifications.** The certification of the contractor includes the analysis of amounts used to determine the net balance due. In the first paragraph, the name of the Public Housing Agency, the contractor, and the date of the contract. Enter the calculations used in arriving at the "Balance Due Payment" on lines 1 through 16.

Enter the contractor's name and signature in the certification following line 16. The latter portion of this certification relating to payment of legal rates for wages, is required by the contract before any payment may be made. However, if the contractor does not choose to certify on behalf of his subcontractors to wage payments made by them, he/she may modify the language to cover only himself /herself and attach a list of all subcontractors who employed labor on the site during the period covered by the Periodic Estimate, together with the individual certifications of each.

**Certification of the Contractor or Duly Authorized Representative**

According to the best of my knowledge and belief, I certify that all items and amounts shown on the other side of this form are correct; that all work has been performed and material supplied in full accordance with the items and conditions of the contract between the (name of own Summit Housing Authority and (contractor) American Architectural Window & Door dated (mm/dd/yyyy) 07/22/2015 and duly authorized deviations, substitutions, alterations, and additions that the following is a true and correct statement of the Contract Account up to and including the last day of the period covered by this estimate, and that the amount of the "Balance Due This Payment" has been received.

1. Original Contract Amount		\$	<u>286,167.00</u>
<b>Approved Change Orders:</b>			
2. Additions (Total from Col. 3, form HUD-51002)	\$ <u>6,090.00</u>		
3. Deductions (Total from Col. 5, form HUD-51002)	\$ <u>0.00</u>	(net) \$	<u>6,090.00</u>
4. Current Adjusted Contract Amount (line 1 plus or minus net)		\$	<u>292,257.00</u>
<b>Computation of Balance Due this Payment</b>			
5. Value of Original Contract work completed to date (from other side of this form)		\$	<u>292,257.00</u>
<b>Completed Under Approved Change Orders</b>			
6. Additions (from Col. 4, form HUD-51002)	\$ <u>6,090.00</u>		
7. Deductions (from Col.5, form HUD-51002)	\$ <u>0.00</u>	(net) \$	<u>6,090.00</u>
8. Total Value of Work in Place (line 5 plus or minus net line 7)		\$	<u>292,257.00</u>
9. Less: Retainage, _____ %	\$ _____		
10. Net amount earned to date (line 8 less line 9)		\$	<u>292,257.00</u>
11. Less: Previously earned (line 10, last Periodic Estimate)	\$ <u>263,031.30</u>		
12. Net amount due, work in place (line 10 less line 11)		\$	<u>29,225.70</u>
<b>Value of Materials Properly Stored</b>			
13. At close of this period (from form HUD-51004)		\$	<u>0.00</u>
14. Less: Allowed last period		\$	<u>0.00</u>
15. Increase (decrease) from amount allowed last period	\$ _____		
16. Balance Due This Payment		\$	<u>29,225.70</u>

I further certify that all just and lawful bills against the undersigned and his/her subcontractors for labor, material, and equipment employed in the performance of this contract have been paid in full in accordance with the terms and conditions of this contract, and that the undersigned and his/her subcontractors have complied with, or that there is an honest dispute with respect to, the labor provisions of this contract.

Name of Contractor <u>American Architectural Window &amp; Door</u>	Signature of Authorized Representative <u>[Signature]</u>	Title <u>Contractor</u>	Date (mm/dd/yyyy) <u>6-16-15</u>
---	--	----------------------------	-------------------------------------

**Certificate of Authorized Project Representative and of Contracting Officer**

Each of us certifies that he/she has checked and verified this Periodic Estimate No. 3; that to the best of his/her knowledge and belief it is a true statement of the value of work performed and material supplied by the contractor; that all work and material included in this estimate has been inspected by him/her or by his/her authorized assistants; and that such work has been performed or supplied in full accordance with the drawings and specifications, terms and conditions of the contract, and duly authorized deviations, substitutions, alterations, and additions, all of which have been duly approved.

We, therefore, approve as the "Balance Due this Payment" the amount of \$ 29,225.70.

Authorized Project Representative <u>[Signature]</u>	Date (mm/dd/yyyy) <u>8/20/2016</u>	Contracting Officer <u>[Signature]</u>	Date (mm/dd/yyyy) <u>10/16/16</u>
---	---------------------------------------	---	--------------------------------------

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

# Schedule of Amounts for Contract Payments

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval No. 2577-0157  
(Exp. 3/31/2011)

No progress payments shall be made to the contractor unless a schedule of amounts for contract payments in accordance with the construction contract is received.

Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect information that does not have a valid OMB control number.

Construction practices and HUD administrative requirements establish the need that HAs maintain certain records or submit certain documents in conjunction with the oversight of the award of construction contracts for the construction of new low-income housing developments or modernization of existing developments. These forms are used by HAs to provide information on the construction progress schedule and schedule of amounts for contract payments. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidential treatment.

Project Name and Location <b>2 Weaver Street, Summit NJ 07901</b>	Project Number
--	----------------

Name, Address, and Zip Code of Contractor <b>American Architectural Window &amp; Door 156 Woodport Road, Suite 1A Sparta NJ 07871</b>
--

Nature of Contract <b>Window Replacement</b>	Contract Number
---	-----------------

Approved for Contractor by <b>Amy Sweezy</b>	Title <b>Controller</b>	Date (mm/dd/yyyy) <b>05/16/2016</b>
---	----------------------------	--

Approved for Architect by <i>Chris Nam</i>	Title <i>Project Coordinator</i>	Date (mm/dd/yyyy)
---	-------------------------------------	-------------------

Approved for Owner by	Title	Date (mm/dd/yyyy)
-----------------------	-------	-------------------

Item No. (1)	Description of Item (2)	Quantity (3)	Unit of Measure (4)	Unit Price in Place (5)	Amount of Sub-Item (6)	Amount of Principal Item (7)
2	<b>General Conditions</b>					\$23,81
	A) General Conditions	1	Lump Sum	\$15,849.00	\$15,849.00	
	B) Sample/Pilot, Project Measure, Order Pr	1	Lump Sum	\$4,300.00	\$4,300.00	
	C) Shop Drawings & Submittals	1	Lump Sum	\$3,665.00	\$3,665.00	
17	<b>Metal Windows</b>					\$262,34
	A) Window Deposit	273	Unit Price	\$120.00	\$32,760.00	
	B) Window Material Balance	273	Unit Price	\$643.00	\$175,539.00	
	C) Window Install Labor	273	Unit Price	\$198.00	\$54,054.00	
18	<b>Change Order #1 (Resolution # 16-27-1-3)</b>					
	Supply & Installation of Vycor Flashing	1	Lump Sum	\$6,090.00	\$6,090.00	\$6,09

<b>Total Amount of Contract or Carried Forward</b>	\$ 292,25
--	-----------

To the best of my knowledge, all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate  
**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature of authorized representative	Date signed (mm/dd/yyyy) <i>6/16/2016</i>
--	--

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

**Periodic Estimate  
for Partial Payment**

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

OMB Approval No. 2577-0157  
(exp. 1/31/2017)

Submit original and one copy to the Public Housing Agency.  
Complete instructions are on the back of this form.

Public reporting burden for this collection of information is estimated to average 3.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct a collection of information unless it displays a valid OMB control number.

This information is collected under the authority of Section 6(c) of the U.S. Housing Act of 1937 and HUD regulations. HAs are responsible for conducting administration to ensure that the work for project development is done in accordance with State laws and HUD requirements. The contractor/subcontractor reports provide details and summaries on payments, change orders, and schedule of materials stored for the project. The information will be used to ensure the total development costs, identified in the ACC, are kept as low as possible and consistent with HUD construction requirements. Responses to the collection are necessary to obtain a benefit. The information requested does not lend itself to confidentiality.

Name of Public Housing Agency <b>Summit Housing Authority</b>	Periodic Estimate Number <b>3</b>	Period From (05/05/2015) To (06/16/2016)
--	--------------------------------------	---

Location of Project <b>2 Weaver Street Summit, NJ</b>	Project Number
--	----------------

Name of Contractor <b>American Architectural Window &amp; Door 156 Woodport Rd - Suite 1A Sparta NJ 07871</b>	Contract Number
--	-----------------

Item Number (1)	Description of Item (2)	Completed to Date (3)
2	General Conditions: A) General Conditions B) Sample Pilot, Project Measure, Order Prep & Submission C) Shop Drawing & Submittals	\$ 23,814.00
17	Metal Windows: A) Window Deposit B) Window Material Balance C) Window Install Labor	262,353.00
18	Change Order #1 (Res# 16-27-1-3) Supply & Install Vycor Flashing	6,090.00

Value of Contract Work Completed to Date (Transfer this total to line 5 on back of this sheet)	\$ 292,257.00
--	---------------

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)



## INSPECTION REPORT #1

**PROJECT:** 1305B Windows Replacement at NJ17-2, 2Weaver Street  
**CONTRACTOR:** American Architectural Window & Door, Inc.  
 156 Woodport Rd, Ste 1A, Sparta, NJ 07871 (Tel 973-726-4920)

DATE OF INSPECTION: April 13, 2016	WEATHER: Sunny
INSPECTOR(S): Chris Nam (Aparri Engineering LLC)	TEMPERATURE: ± 54°
APPROX. TIME OF INSPECTION: 11:00 a.m. – 11:40 a.m.	
CONSTRUCTION CREW:	1 Foreman, 4 Installer
MAJOR EQUIPMENT ON SITE:	None

**A. WORK COMPLETED:**

1. Replacement of windows in Building A is completed. (See Photo 1,2)
2. Replacement of windows in Building B and C is partially completed. John, foreman informed that Building B will be completed by the end of the day. (See Photo 2,3)
3. Replacement of windows in apartment unit D-5 and D-7 in Building D are completed. (See Photo 4)
4. Windows materials are stored in Community Building. (See Photo 11)

**B. WORKMANSHIP:**

1. In general, the installation of the completed windows are satisfactory.

**C. WORK BEING PERFORMED:**

1. During the walk-through, windows in apartment B-4 and B-5 in Building B were being replaced. (See Photo 12).
2. Tenant furniture were covered with plastic sheets during the construction (See Photo 13,14).

**D. NOTES:**

1. Damages on the interior adjacent wall to windows were observed during the walk-through. (See Photo 15,16).
2. Patch up all damaged surfaces and re-paint as necessary to the satisfaction of the Authority. Chris, Superintendent of the Authority informed that he repaired and repainted damaged surface of Apartment Unit A-3 and B-5 because tenant is moving in shortly.
3. Scrape/Painting of all lintels prior to windows & door installation are part of the contract. Please adhere fully to the requirement of the specification. See Section 01 10 00 – Summary of Work and Requirement and Bid Break down.



APARRI ENGINEERING, LLC

# INSPECTION REPORT #1 PHOTOGRAPHS - 1

**PROJECT:** 1305B Windows Replacement at NJ17-2, 2Weaver Street  
**CONTRACTOR:** American Architectural Window & Door, Inc.  
156 Woodport Rd, Ste 1A, Sparta, NJ 07871 (Tel 973-726-4920)



(Photo 1, Building A)



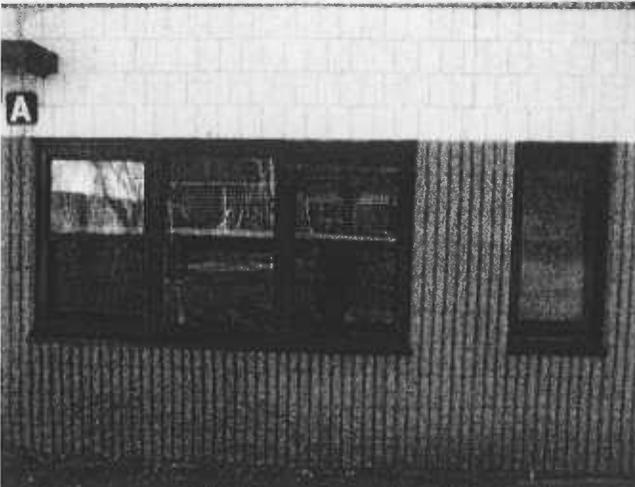
(Photo 2, Building A and B)



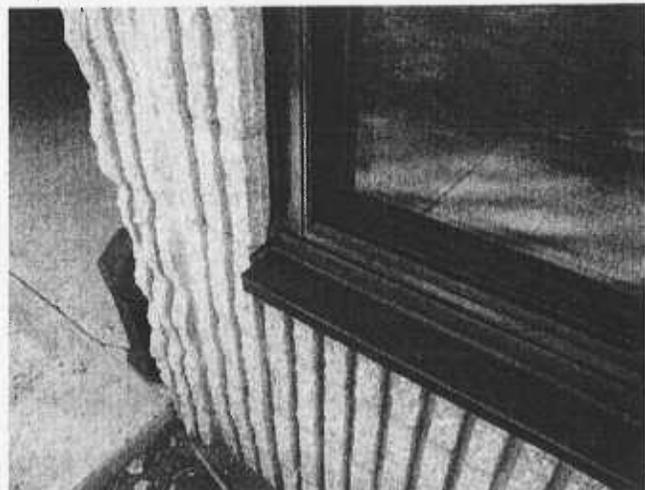
(Photo 3, Building B and C)



(Photo 4, Building D)



(Photo 5, Typ. Windows Enlarged, Apt #A-3 Shown )



(Photo 6, Typ. Windows Sill Enlarged, Apt #A-3 Shown )

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)



APARRI ENGINEERING, LLC

# INSPECTION REPORT #1 PHOTOGRAPHS - 2

**PROJECT:** 1306B Roof Replacement at Monmouth Court Elderly Housing  
**CONTRACTOR:** ARISTA Builders and Designers, Inc.  
329 Jackson Mills Road, Jackson, N.J. 08527 (Tel 856-768-7878)



(Photo 7, Typ. Windows Header Corner, Apt#A-3 Shown)



(Photo 8, Windows from living room, Apt #B-8 Shown)



(Photo 9, Windows from bedroom, Apt #B-8 Shown)



(Photo 10, Windows from living room, Apt #B-8 Shown)



(Photo 11, Windows stored in Community Building)



(Photo 12, Windows demolished, Apt # B-4 Shown )

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)



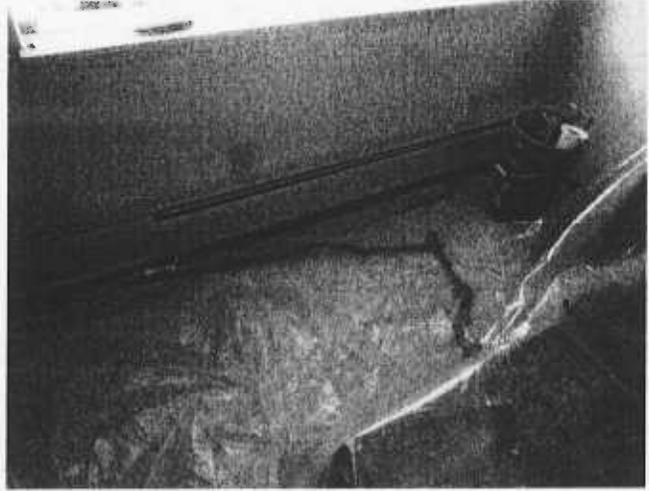
APARRI ENGINEERING, LLC

# INSPECTION REPORT #1 PHOTOGRAPHS - 3

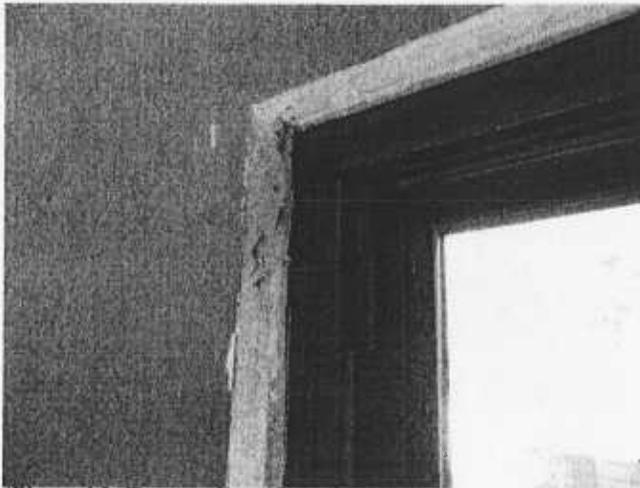
**PROJECT:** 1306B Roof Replacement at Monmouth Court Elderly Housing  
**CONTRACTOR:** ARISTA Builders and Designers, Inc.  
329 Jackson Mills Road, Jackson, N.J. 08527 (Tel 856-768-7878)



(Photo 13, Furniture Protection sheets, Apt# B-4 Shown)



(Photo 14, Floor Protection Sheets, Apt #B-4 Shown)



(Photo 15, Typ. wall surface damages adj. to windows)



(Photo 16, Typ. wall surface damages adj. to windows)

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)



APARRI ENGINEERING, LLC

## INSPECTION REPORT #2

**PROJECT:** 1305B Windows Replacement at NJ17-2, 2Weaver Street  
**CONTRACTOR:** American Architectural Window & Door, Inc.  
 156 Woodport Rd, Ste 1A, Sparta, NJ 07871 (Tel 973-726-4920)

DATE OF INSPECTION: April 28, 2016	WEATHER: Sunny
INSPECTOR(S): Chris Nam (Aparri Engineering LLC)	TEMPERATURE: ± 52°
APPROX. TIME OF INSPECTION: 10:40 a.m. – 11:20 a.m.	
CONSTRUCTION CREW:	None
MAJOR EQUIPMENT ON SITE:	None

**A. WORK COMPLETED:**

1. Replacement of windows in Building A, B and C is completed. (See Photo 1 to 6)
2. Replacement of windows in Building D is completed except one casement window in apartment D6 (See Photo 7 to 11)
3. Replacement of windows and sliding door in the Community Building is completed. (See Photo 12 to 14)
4. Painting of lintels in Building A, B and C is completed. (See Photo 15)

**B. NOTES/GENERAL PUNCH LISTS:**

1. Some damaged wall adjacent to window frames were repaired with primed interior trims. (See Photo 16, taken from Apt# A2) but there are still damages on window sills and walls adjacent to other window frames. (See Photo 17, taken from Apt# A2)
2. The Authority will provide list of apartment unit with damages on the window sills and walls as a result of Contractor's operation. Contractor shall patch up all damaged surfaces and re-paint as necessary to the satisfaction of the Authority.
3. 1<sup>st</sup> and 2<sup>nd</sup> floor window lintels on Building D were not painted. Cleaning/Painting of all lintels prior to windows & door installation are part of the contract. Please adhere fully to the requirement of the specification.
4. Damages on soffit at Building D at Apt# D9 were observed during walk through. (See Photo 18)



# INSPECTION REPORT #2 PHOTOGRAPHS - 1

**PROJECT:** 1305B Windows Replacement at NJ17-2, 2Weaver Street  
**CONTRACTOR:** American Architectural Window & Door, Inc.  
156 Woodport Rd, Ste 1A, Sparta, NJ 07871 (Tel 973-726-4920)



(Photo 1, Building A)



(Photo 2, Building A and B)



(Photo 3, Building B and C, Front)



(Photo 4, Building C, Left)



(Photo 5, Building B and C, Rear)



(Photo 6, Building B, Right)

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

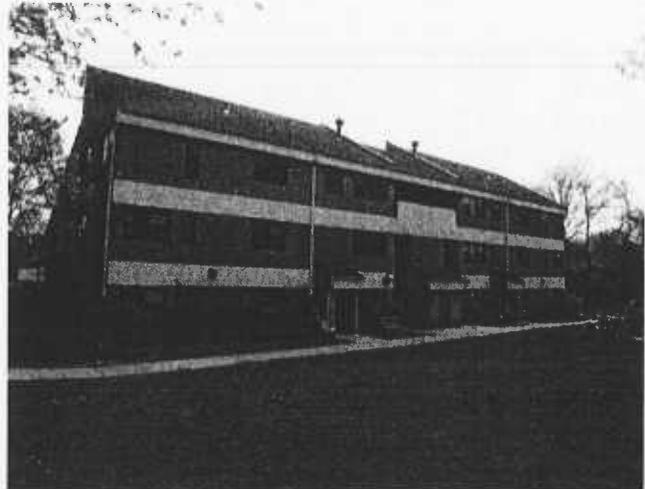


# INSPECTION REPORT #2 PHOTOGRAPHS - 2

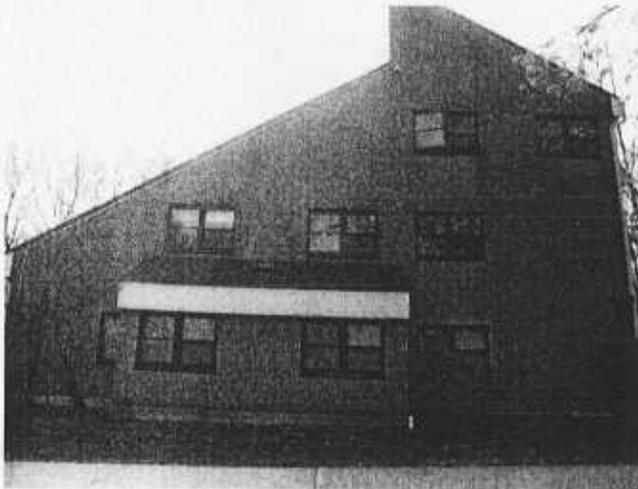
**PROJECT:** 1306B Roof Replacement at Monmouth Court Elderly Housing  
**CONTRACTOR:** ARISTA Builders and Designers, Inc.  
329 Jackson Mills Road, Jackson, N.J. 08527 (Tel 856-768-7878)



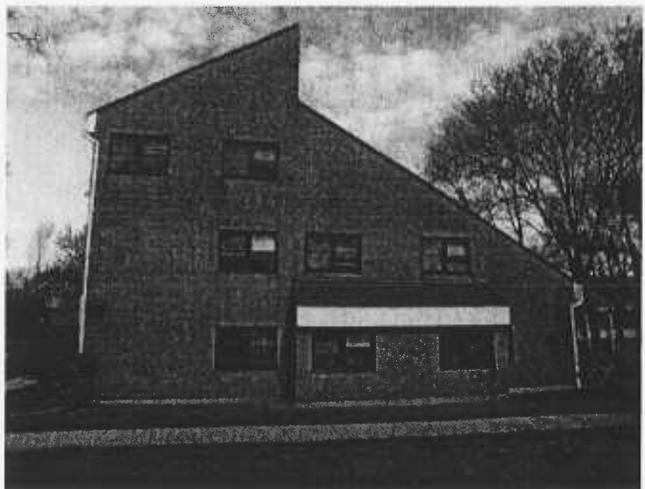
(Photo 7, Building D, Front)



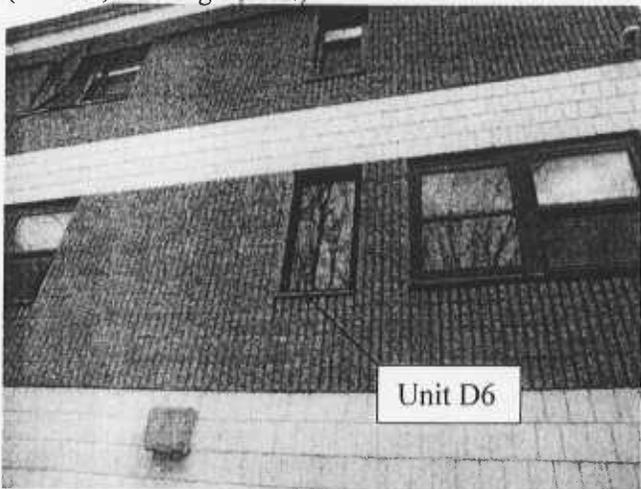
(Photo 8, Building D, Rear)



(Photo 9, Building D, Left)



(Photo 10, Building D, Right)



(Photo 11, Window incompleted in Building D, Unit D6)



(Photo 12, Sliding Door at Community Building)

Attachment: Housing Document (4631 : Authorize payment from AHTE for rehabilitation work, Summit Housing Authority)

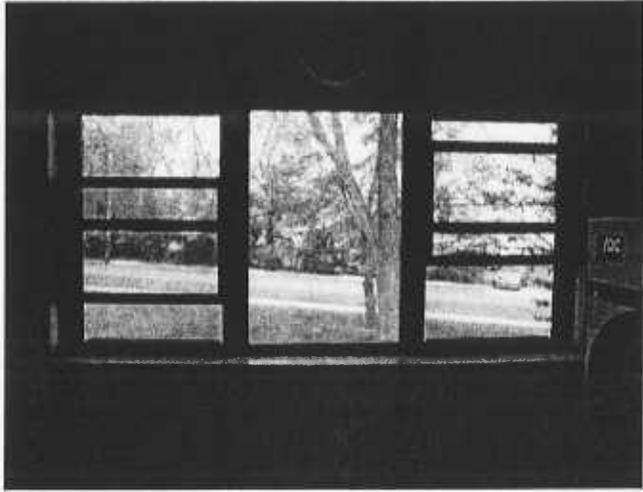


# INSPECTION REPORT #2 PHOTOGRAPHS - 3

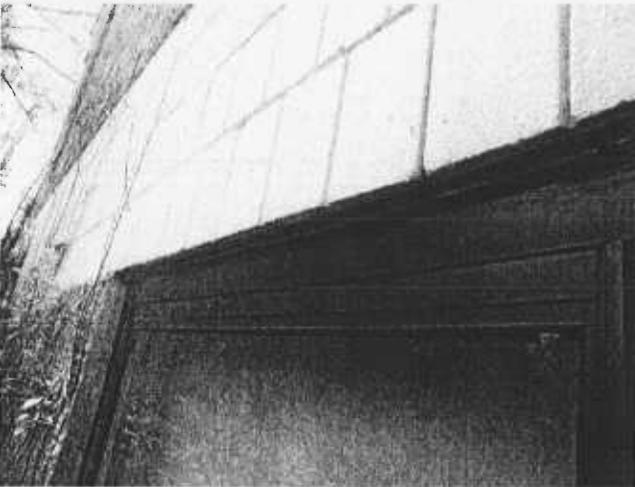
**PROJECT:** 1306B Roof Replacement at Monmouth Court Elderly Housing  
**CONTRACTOR:** ARISTA Builders and Designers, Inc.  
329 Jackson Mills Road, Jackson, N.J. 08527 (Tel 856-768-7878)



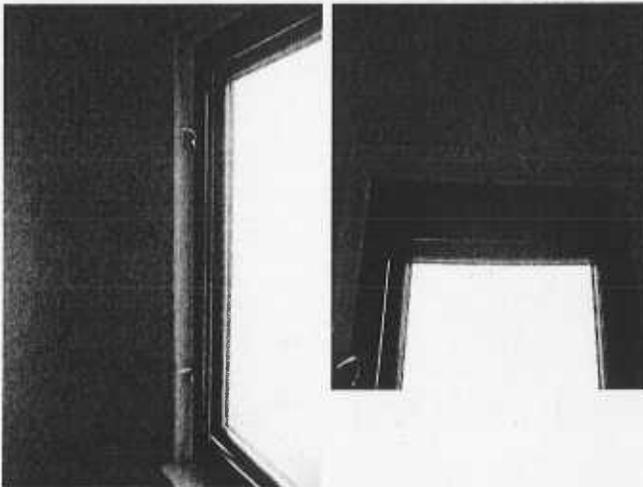
(Photo 13, Community Building)



(Photo 14, Comm. Bldg, Windows at Laundry Room)



(Photo 15, Typ. Painted lintel on building A and B)



(Photo 16, Wood Trim)



(Photo 17, Wall surface damages adj. to door at Comm. Bldg ) (Photo 16, Typ. wall surface damages adj.

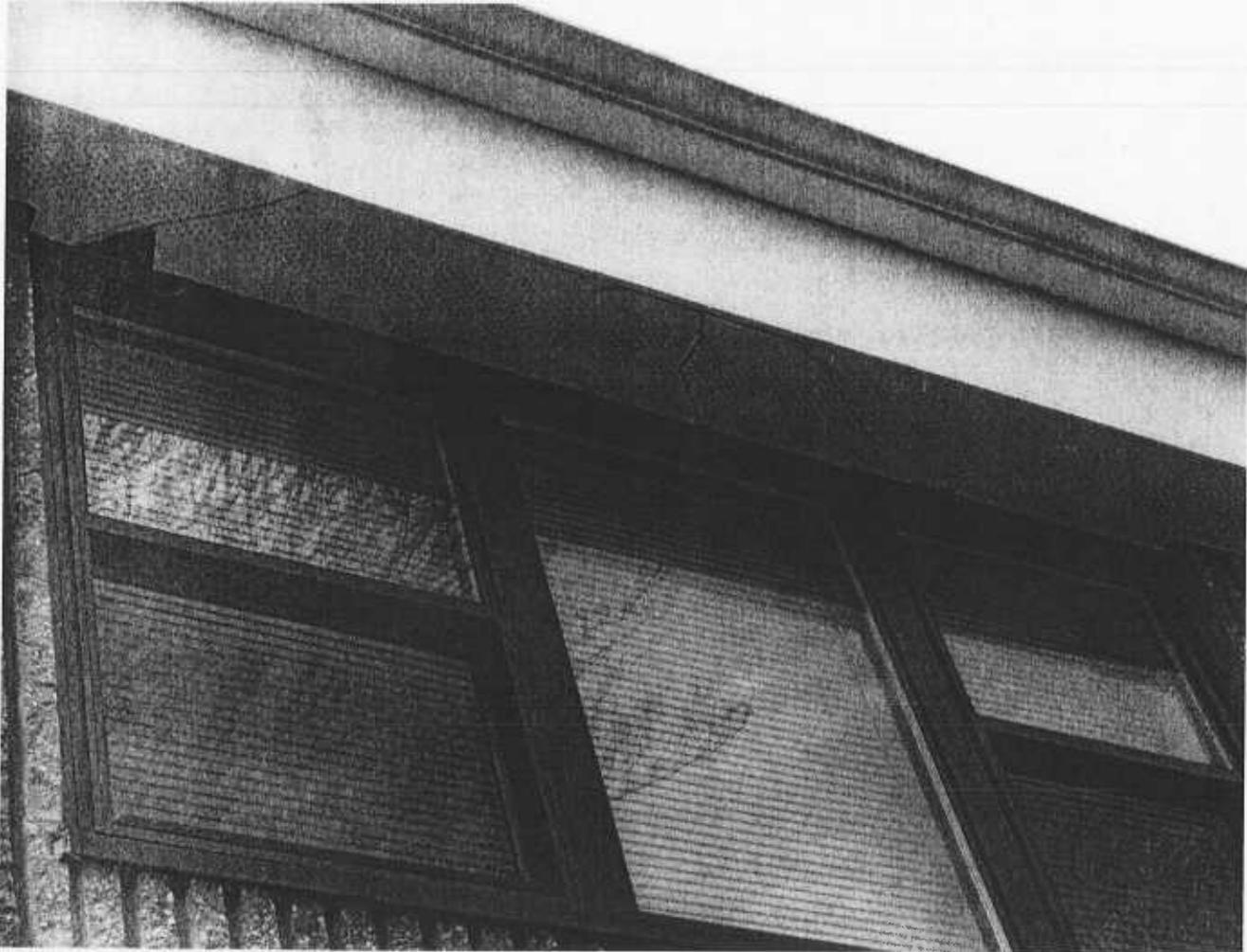
Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)



APARRI ENGINEERING, LLC

# INSPECTION REPORT #2 PHOTOGRAPHS - 3

**PROJECT:** 1306B Roof Replacement at Monmouth Court Elderly Housing  
**CONTRACTOR:** ARISTA Builders and Designers, Inc.  
329 Jackson Mills Road, Jackson, N.J. 08527 (Tel 856-768-7878)



(Photo 18, Soffit Damage at Building D, Apt unit# D9)

Attachment: Housing Document (4631 : Authorize payment from AHTF for rehabilitation work, Summit Housing Authority)

**AUTHORIZE EXECUTION OF REVISED LICENSE AGREEMENT  
WITH NJDOT AND UNION COUNTY FOR ABANDONED  
RAILWAY (RVRR) FOR PARKLINE DEVELOPMENT**

December 6, 2016

WHEREAS, in a memo dated November 29, 2016, the Director of the Department of Community Services advises that on July 26, 2016 a resolution was adopted authorizing execution of an agreement with NJDOT and the County of Union (the County) for the rights to a 1.2 mile stretch of land along the abandoned railway to develop a pedestrian and bicycle park, and

WHEREAS, the original agreement was executed by the New Jersey Department of Transportation (NJDOT) and the City of Summit, and

WHEREAS, upon review of the original agreement by the County, it requested further clarification in Paragraphs 13 and 26, and

WHEREAS, in the revised agreement said paragraphs have been modified as follows: Paragraph 13 indicates indemnification and hold harmless agreement from the City to NJDOT and the County and Paragraph 26 releases the County from any responsibility for its maintenance obligations on the property and terminates any responsibilities of the County for the property to the NJDOT.

WHEREAS, the City Solicitor has reviewed the revised agreement and has no objections to said modifications.

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

That the Mayor and City Clerk be and they are hereby authorized to execute the revised agreement between the City of Summit, the New Jersey Department of Transportation and the County of Union, New Jersey.

Dated: December 6, 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, December 6, 2016.

City Clerk



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**RESOLUTION (ID # 4644)**

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DOC ID: 4644

TO: Mayor and Common Council  
FROM: Paul Cascais, Director - Department of Community Services  
DATE: November 29, 2016

On July 26, 2016 Council adopted a resolution for the rights to a 1.2 mile stretch of land along the abandoned railway to develop a pedestrian and bicycle park.

The Agreement was executed by the New Jersey Department of Transportation (NJDOT), upon review by the County of Union; the County requested further clarification of paragraph 13 and 26 of the Agreement.

The revised Agreement modifies those paragraphs. Paragraph 13, indicates indemnification and hold harmless agreement from the City to the NJDOT and the County of Union. The revision to the terms in paragraph 26 releases the County of Union from any responsibility for its maintenance obligations on the property and terminates any responsibilities of the County of Union for the property to the NJDOT.

Attached please find the revised agreement.

**(Revised Nov. 1, 2016)**

**Agreement**

This Agreement is made as of the \_\_\_\_\_ day of the month of \_\_\_\_\_ of the year 2016, ("Agreement" or "License") by and between the New Jersey Department of Transportation, having an address at 1035 Parkway Avenue, P.O. Box 600, Trenton, New Jersey 08625 ("NJDOT"), and the City of Summit, having an office at 512 Springfield Ave, Summit, NJ 07901 ("CITY") and the County of Union, having an office at 10 Elizabethtown Plaza, Elizabeth, NJ 07207 ("COUNTY").

Whereas, NJDOT owns a certain railroad right of way known as the Rahway Valley Railroad line, a portion of which is located within the City of Summit, County of Union, in the State of New Jersey (the "RVRR"); and

Whereas, NJDOT acquired the RVRR under the authority of the New Jersey Bridge Rehabilitation and Improvement and Railroad Right-of-Way Preservation Bond Act of 1989 ("Bond Act") for the purpose of preserving the railroad line; and

Whereas, the Bond Act provides that NJDOT can enter into agreements with other agencies for whatever interim or joint uses that it considers appropriate; and

Whereas, the CITY proposes that a portion of the RVRR that falls within the City of Summit borders be utilized for a "Rail Trail" allowing non-motorized uses on that portion of the RVRR; and

Whereas, the CITY has agreed with the Celgene Corporation that the proposed Rail Trail will not be located within the boundaries of the Celgene campus in the City of Summit at 86-90 Morris Avenue (Block 4101, Lots 1, 28, and 32 and Block 4102, Lot 3) (the "Celgene campus"); and

Whereas, the CITY intends to acquire a separate right from Celgene to provide for a continuation of the proposed Rail Trail around the outside of the Celgene campus; and

Whereas only those portions of the RVRR described above and shown on Exhibit A will be licensed and will be known as (the "PROPERTY") (for clarity the definition of PROPERTY expressly excludes the portion of the RVRR located within the boundaries of the Celgene campus); and

Whereas, the purpose of this Agreement is to provide a permanent license in lieu of an easement to the CITY to place and maintain Rail Trail facilities (paving, bridges, signage and appurtenances) on the PROPERTY and to maintain existing bridges and structures which are used as part of the Rail Trail, as indicated more fully in Exhibit A, attached hereto and made a part hereof; and

Whereas, the RVRR is currently subject to a Maintenance Agreement, dated June 23, 2000 and attached hereto as Exhibit B ("NJDOT/COUNTY Agreement"), between NJDOT and the County covering the ongoing maintenance of the RVRR line; and

Whereas, the COUNTY is included in this agreement to release the PROPERTY (that portion of the RVRR within the CITY) from the COUNTY maintenance obligations under the NJDOT/COUNTY Agreement; and

Whereas, NJDOT has an obligation to protect potential freight line service on the RVRR; and

Whereas, NJDOT has reviewed the CITY'S proposal and is agreeable to the CITY undertaking the proposed Rail Trail and installing such trail related improvements and appurtenances within the PROPERTY as set forth in Exhibit A, subject to the right of the NJDOT to remove or cause to be removed those elements of the Rail Trail which conflict with freight line service, and to cause the CITY to install any safety improvements required for those portions of the Rail Trail which are compatible with freight service.

Now Therefore, NJDOT hereby grants to the CITY permission in the form of a permanent license to construct, reconstruct, operate and maintain a Rail Trail and to perform maintenance activities on the PROPERTY within the areas shown on Exhibit A. The permissions granted herein are subject to the following terms and conditions:

1. This Agreement is intended to serve as a permanent license for the creation of a Rail Trail by the CITY. Any construction or maintenance which occurs while the PROPERTY is not used for a freight line must be reviewed by NJDOT. The CITY shall not commence any construction until design plans have been submitted to and accepted by the NJDOT. The CITY shall ensure that construction takes place consistent with those plans or obtain approval from NJDOT to alter those plans. At the conclusion of construction, the CITY shall deliver to NJDOT a set of as-built plans.
2. The use of the RVRR and the license granted pursuant to this Agreement is limited to those portions of the RVRR within the City of Summit, but outside of the Celgene campus. This Agreement does not regulate nor impose any conditions on those portions of the Rail Trail which may be built outside of the RVRR corridor.
3. The CITY shall at all times utilize the PROPERTY in a nondiscriminatory manner, providing equal access to all potential non-motorized users.
4. Any construction or maintenance which is planned after the NJDOT has notified the CITY that NJDOT will reactivate freight service on the PROPERTY must be reviewed by NJDOT, and will require additional authorization in the form of Access Agreements as set forth below.
5. In the event that NJDOT determines that it will reactivate the freight line, it will review the conditions on the PROPERTY and determine what portions of the Rail Trail can be safely operated on the PROPERTY and which are in conflict with use as a freight line. NJDOT will notify the CITY of any changes needed in the Rail Trail and allow the CITY time to either modify the Rail Trail and execute an

amendment to this Agreement to reflect the necessary changes, or revoke the license granted under this Agreement in the event that the CITY does not chose to make the necessary accommodations to permit safe use of a freight line on the PROPERTY.

6. The granting of this License does not create a permanent property interest in favor of the CITY and the NJDOT is not responsible for compensating the CITY for any improvements which the CITY may install on the PROPERTY that must be removed or modified to accommodate the return of freight rail service.

7. The NJDOT is not responsible for the costs to install, maintain or reconstruct any part or portion of the Rail Trail.

8. At any time that the CITY seeks entry onto the PROPERTY for any construction or maintenance activity after notification by NJDOT that the freight line will be reactivated, the CITY shall contact NJDOT at least 30 days in advance of the proposed date of entry and enter into an Access Agreement with NJDOT which specifies the activities permitted, entry conditions and insurance requirements for those activities.

9. During construction the CITY shall cause its contractors and consultants to defend and indemnify the NJDOT for all damages resulting to the PROPERTY or from claims by third parties arising from, or alleged to arise from, any work conducted on the PROPERTY or condition on the PROPERTY, including improvements constructed within the PROPERTY by the CITY, its contractors or consultants, regardless of the NJDOT's own negligence or the merit of the claim. In the event that NJDOT has reactivated freight rail service, the CITY shall likewise cause its contractors and consultants to indemnify any rail operator or other entity which is operating the freight rail line for damages to the PROPERTY or from claims by third parties arising from or alleged to arise from any work conducted on the PROPERTY or condition on the PROPERTY, including improvements constructed within the PROPERTY, by the CITY, its contractors or consultants. The obligation to defend and indemnify shall include all expenses, including but not limited to attorney fees.

10. For all construction activities on the Property, the CITY shall procure and cause its contractor to procure insurance in the types and amounts as set forth in the 2007 NJDOT Standard Specifications for Road and Bridge Construction, or as it may be updated. The CITY and contractors shall further name NJDOT and any future freight operator of the rail line additional insureds. No later than seven (7) calendar days before commencing any on-site activity, the CITY and contractors shall deliver to NJDOT a copy of each certificate or policy evidencing the required coverage, with proof of payment of the premium. Such proof shall constitute a condition to entry under this Agreement. The coverage to be

provided shall be at least as broad as that provided by the standard, basic, unamended and unendorsed, comprehensive general liability coverage forms currently in use in the State of New Jersey, which shall not be circumscribed by an endorsement limiting the breadth of coverage. Moreover, such policy shall be endorsed to delete any exclusion applying to explosions or applying to PROPERTY damage to underground utilities and collapse of foundations. Such policy shall be maintained for the duration of any construction use of the site. Additionally, such policy shall provide thirty (30) days' notice of cancellation to NJDOT. The CITY'S obligations contained in this Paragraph 10 may be fulfilled by providing a certificate of self-insurance, but this provision does not relieve the CITY of requiring the insurance described from its contractors.

11. The CITY shall abide by any and all safety requirements which NJDOT may impose and all safety requirements which any future rail operator imposes in its role as operator of the railroad line, including but not limited to time of entry, staging of work and safety precautions.

12. At its own expense, the CITY shall maintain the PROPERTY in a safe condition, comply with all laws and regulations, promptly remove debris and waste, and maintain all safety features, signage and improvements on the PROPERTY.

13. To the extent permitted by law, the CITY shall indemnify, defend and hold harmless the NJDOT and COUNTY, their officers, employees and agents against any and all liability, damages, costs, losses and expenses reasonably incurred by the NJDOT or COUNTY in connection with any claim, demand, action, suit, or proceeding by any third party arising or alleged to arise out of the CITY's construction, use and occupancy of the PROPERTY. The CITY shall provide defense for the NJDOT and the COUNTY upon request, regardless of whether a claim has been filed in court, and shall include all expenses, including but not limited to reasonable attorney fees. Should the CITY elect to manage use and maintenance of the PROPERTY through use of a contractor, the CITY shall require the same indemnity and defense obligations to the NJDOT and the COUNTY from the contractor. For purposes of this indemnity provision, the acts of the CITY's contractors will be treated as the CITY's own acts. These obligations shall be enforceable regardless of the NJDOT's or the COUNTY's own negligence, but shall not apply to claims that the NJDOT or COUNTY caused damages through an affirmative act committed with the actual or willful intent to cause loss, damage or injury.

14. If the CITY elects to obtain insurance regarding use and maintenance of the PROPERTY, the CITY shall add the NJDOT as an additional insured. If the CITY elects to use a contractor to manage use and maintenance of the PROPERTY, the CITY will require the contractor to name the NJDOT as

an additional insured on any insurance policy the contactor obtains which pertains the PROPERTY. If such insurance is obtained, the insured will promptly deliver to the NJDOT a certificate of insurance and proof of payment of premiums. The insured shall provide NJDOT thirty (30) days' notice before cancellation of the policy.

15. This Agreement shall not be modified without written consent of all parties. This Agreement shall not be assigned.

16. This Agreement may be recorded by the CITY.

17. This Agreement shall be revocable by the NJDOT if the NJDOT notifies the CITY that freight service is to be reactivated and the CITY fails to make all modifications required by the NJDOT to allow the Rail Trail to safely coexist with the freight line within the PROPERTY. The time period for completion and the determination of which modifications are required shall be within the NJDOT's sole discretion.

18. The NJDOT makes no representation as to the rights of other parties to use the PROPERTY under any pre-existing agreement. If such an agreement is discovered and is found to be incompatible with use of the PROPERTY as a Rail Trail, the pre-existing agreement shall control. The NJDOT may require the CITY to modify the PROPERTY to ensure compatible use. If compatible use cannot be accomplished by modification or if the CITY elects to not modify the property the NJDOT make revoke this Agreement. The time period for completion and the determination of which modifications are required shall be within the NJDOT's sole discretion. In the event that modifications or revocation are required, the NJDOT will not be held liable for the costs of modification or for the loss of any improvements constructed by the CITY.

19. The NJDOT retains its rights to use the property, which include but are not limited to, the right to enter the PROPERTY, to use the PROPERTY to perform any maintenance operations, and to allow use or purchase of an easement on the PROPERTY by third parties for installation and maintenance of utilities.

20. By executing this Agreement, no party waives any rights it may have against any person or entity in connection with any contamination such as may actually or allegedly exist at, or in the vicinity of, the PROPERTY.

21. This Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.

22. The CITY, and any of its consultants or contractors entering the PROPERTY under this Agreement shall be jointly and severally liable for any discharge, leak or contamination that occurs on

the PROPERTY as a result of their occupation, and each shall comply as expeditiously as possible with the requirements of New Jersey Department of Environmental Protection ("NJDEP"), or any other governmental entity which may have jurisdiction, in the clean-up and remediation of any such discharge, leak or contamination. The CITY and its contractors shall indemnify the NJDOT against the cost of any remediation that may be required as a result of any discharge, leak or contamination as a result of construction and shall indemnify and defend the NJDOT in any regulatory action or lawsuit which may result from construction, to include the costs of defense and any penalties which may be assessed.

23. All notices, requests, consents and other communications hereunder shall be in writing and shall be personally delivered or mailed by first class registered or certified mail, return receipt requested, postage prepaid, or sent by private overnight express delivery, or may be faxed followed by any other means of delivery set forth herein, in each case addressed as follows:

(a) If to CITY:

City of Summit  
512 Springfield Avenue  
Summit, NJ 07901  
Phone: 908-277-9415  
Attn.: Clerk

(b) If to NJDOT (State):

Director, Division of Right of Way  
New Jersey Department of Transportation  
P.O. Box 600  
1035 Parkway Avenue  
Trenton, NJ 08625-0600  
Phone: (609) 530-2528  
Fax: (609) 530-2624

(c) With a copy to:

Section Chief  
Division of Law - Transportation Section  
R.J. Hughes Justice Complex  
PO Box 114  
25 Market Street  
Trenton, New Jersey 08625  
Phone: (609) 292-5692  
Fax: (609) 292- 5649

(d) If to COUNTY (County of Union):

County Manager  
Union County Administration Building  
10 Elizabethtown Plaza  
Elizabeth, NJ 07207  
Phone: (908) 527-4200

or to such other address as the respective party may direct by notice to the other party. Any such notice, request, consent or other communication shall be deemed delivered at such time as it is personally delivered on a business day, on the third business day after it is so mailed or on the first business day following its delivery to a private overnight express delivery service, prepaid for next business day delivery, as the case may be. While notices may be (and are encouraged to be) faxed as set forth above, any faxed notice shall not be deemed delivered until the copy of the faxed notice is delivered by another means set forth in this Paragraph.

24. This Agreement, including the Exhibits, represents the entire agreement among the parties concerning the ongoing occupation of the PROPERTY. Access Agreements for future work on the PROPERTY required under this Agreement shall not amend or change the requirements of this Agreement. This Agreement supersedes all prior negotiations, representations, or agreements, either written or oral, unless otherwise expressly stated. The doctrine that a document is to be construed against its preparer does not apply to this Agreement and cannot be utilized with reference to any claim or dispute arising out of or related to this Agreement.

25. The individuals executing this Agreement acknowledge that they do so with full authority to act for and to bind their organization or entity to the terms of this Agreement, including any necessary resolutions or ordinances.

26. The COUNTY executes this Agreement solely for the purpose of release from its maintenance obligations on the PROPERTY and to abandon any privileges it may have with respect to the PROPERTY under the NJDOT/COUNTY Agreement. The COUNTY shall retain its responsibilities and privileges for the remainder of the lands described in the NJDOT/COUNTY Agreement, if any, pursuant to the terms of that Agreement. The CITY acknowledges this release and understands that the COUNTY no longer has any responsibilities for the PROPERTY to the NJDOT or any other party, including the CITY, under the NJDOT/County Agreement, this License, or through any other contract or property interest.

27. All terms of this Agreement are subject to the provisions of the Tort Claims Act, N.J.S.A.

59:1-1, et seq., and the Contractual Liability Act, N.J.S.A. 59:13-1 et seq.

Remainder of Page Intentionally Left Blank

In Witness Whereof, the parties hereto, duly authorized, have executed this Agreement on the \_\_\_\_\_ day of the month of \_\_\_\_\_ in the year of 2016, which is the date that this Agreement has been executed and approved by the New Jersey Department of Transportation.

ATTEST:

**CITY OF SUMMIT**

\_\_\_\_\_  
Rosemary Licatese, City Clerk

By: \_\_\_\_\_  
Nora Radest, Mayor

Dated: \_\_\_\_\_

Approved as to form only:

By: \_\_\_\_\_  
Albert E. Cruz, Esq., Corporate Counsel

ATTEST:

**THE NEW JERSEY DEPARTMENT  
OF TRANSPORTATION**

\_\_\_\_\_  
Anika James, Secretary  
New Jersey Department of Transportation

By: \_\_\_\_\_  
Victor Akpu  
Director, Division of Right of Way & Access Mgt.

Dated: \_\_\_\_\_

Approved as to form only:  
Christopher S. Porrino  
Attorney General of New Jersey

By: \_\_\_\_\_  
David Kahler  
Deputy Attorney General

ATTEST:

**COUNTY OF UNION**

\_\_\_\_\_  
James E. Pelletiere, Clerk of the Board

By: \_\_\_\_\_  
Alfred J. Faella, County Manager

DATED: \_\_\_\_\_

Approved as to form only:

By: \_\_\_\_\_  
Robert E. Barry, Esq., County Counsel

**AUTHORIZE TRANSFER OF APPROPRIATIONS - OPERATING BUDGET**

WHEREAS, there appears to be a surplus in the following 2016 Operating Accounts over and above the demands to be necessary; viz:

FROM

		Salaries and Wages	Other Expenses
20-120-000	City Clerk		\$100.00
21-180-000	Municipal Land Use		\$4,500.00
26-290-000	Road Repair & Maintenance	\$5,000.00	
	Total	\$5,000.00	\$4,600.00
	<b>Total amount transferred from:</b>	<b>\$9,600.00</b>	

WHEREAS, there appears to be insufficient funds in the following 2016 Operating Accounts to meet the demands thereof; viz:

TO

		Salaries and Wages	Other Expenses
20-120-001	Codification of Ordinances		\$100.00
21-185-000	Board of Adjustment		\$3,000.00
22-195-000	Code Enforcement		\$1,500.00
26-307-000	Compost		\$5,000.00
	Total	\$0.00	\$9,600.00
	<b>Total amount transferred to:</b>	<b>\$9,600.00</b>	

Dated: December 6, 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 Monday evening, December 6, 2016.

City Clerk



**Finance**  
R - Finance/Personnel

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

Meeting: 12/06/16 07:30 PM

---

**RESOLUTION (ID # 4612)**

---

DOC ID: 4612

TO: Mayor and Common Council

FROM: Marge Gerba, City Treasurer

DATE:

**SUMMARY**

Transfer of funds from operating accounts with a surplus to operating accounts with insufficient funds due to unexpected and/or rising costs.

**APPROVE YEAR 2017 COUNCIL MEETING SCHEDULE**

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

1. That Regular Council meetings for 2017 shall be held in the Council Chamber, 512 Springfield Avenue, Summit, New Jersey at 7:30 p.m. according to the attached meeting schedule is hereby approved, and
2. That Closed Session meetings for 2017 shall be held in the Large Conference Room, 512 Springfield Avenue, Summit, New Jersey starting as early as 6:00 p.m., or as determined by the Closed Session agenda matters or “extra” presentations to be held at the Regular meeting and, as needed, in the Council Chamber after the Regular Council meeting according to the attached meeting schedule, is hereby approved.

Dated: December 6, 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, December 6, 2016.

City Clerk

# THE CITY OF SUMMIT

## ***Schedule of 2017 Meetings***

AGENDA SETTING MEETINGS <i>(Note: This meeting is for Staff only)</i> (Wednesdays 2:00 p.m.)		COUNCIL MEETINGS	
_____	_____	January 5 (a)	
December 28		January 17	
January 11	January 25	February 1 ( <i>Wed.</i> )	February 14
February 15	March 1	March 7	March 21
March 15	March 29	April 4	April 18

# THE CITY OF SUMMIT

## ***Schedule of 2017 Meetings***

AGENDA SETTING MEETINGS <i>(Note: This meeting is for Staff only)</i> (Wednesdays 2:00 p.m.)		COUNCIL MEETINGS	
_____	_____	January 5 (a)	
December 28		January 17	
January 11	January 25	February 1 ( <b><i>Wed.</i></b> )	February 14
February 15	March 1	March 7	March 21
March 15	March 29	April 4	April 18
April 12	April 26	May 2	May 16
May 17	May 31	June 7 (b) ( <b><i>Wed.</i></b> )	June 20
June 21	July 5	July 11	July 25
August 15	August 30	September 5	September 19
September 13	September 27	October 3	October 17
October 11	October 25	November 1 ( <b><i>Wed.</i></b> )	November 13 (c) <b><i>(Mon.)</i></b>
-----	-----	November 9 (d) ( <b><i>Thurs.</i></b> )	November 28 (d) <b><i>(Tues.)</i></b>
November 15	November 29	December 5	December 19

- (a) Organization Meeting – 7:30 p.m.
- (b) Change in schedule due to Primary Election, June 6.
- (c) Change in schedule due to League Conference.
- (d) Appointments Meetings – Whitman Community Room 6:00 p.m. (Closed Sessions).

This is not a notice requiring publication. It is provided in compliance with the Open Public Meetings Act and should be handled at your discretion.

Dated: 12/6/16

Rosalia M. Licatese, City Clerk

April 12	April 26	May 2	May 16
May 17	May 31	June 7 (b) ( <i>Wed.</i> )	June 20
June 21	July 5	July 11	July 25
August 15	August 30	September 5	September 19
September 13	September 27	October 3	October 17
October 11	October 25	November 1 ( <i>Wed.</i> )	November 13 (c) ( <i>Mon.</i> )
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Dated: 12/6/16

Rosalia M. Licatase, City Clerk

Resolution (ID # 4618)  
December 6, 2016

**APPOINT DEPUTY COURT ADMINISTRATOR (PENDING CLOSED SESSION DISCUSSION)**

Pending Closed Session discussion.

Resolution (ID # 4626)  
December 6, 2016

**RENEW 2016-2017 LIQUOR LICENSE #2018-33-003-006**

WHEREAS, on November 10, 2016, the Acting Director of the New Jersey Division of Alcoholic Beverage Control granted a Special Ruling to Plenary Retail Consumption License #2018-33-003-006 issued to All My Friends, LLC pursuant to N.J.S.A. 33:1-12.39 because the license has been inactive through two license renewal terms, and

WHEREAS, the Special Ruling authorizes the City of Summit to consider renewal of this license.

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

That the following Plenary Retail Consumption License be renewed for a period of one year beginning July 1, 2016 and ending June 30, 2017, :

Plenary Retail Consumption Licenses with an annual fee of \$2,400.00 having been paid:

<u>Name &amp; Location of Premises</u>	<u>State License No.</u>
All My Friends, LLC 395 Springfield Avenue	2018-33-003-006

FURTHER RESOLVED that the Tax Clearance Certificate, as required by the State Division of Alcoholic Beverage Control for new or renewal of liquor licenses, has been received for the above licenses.

Dated: December 6, 2016

I, Rosalia M. Licatese, 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, December 6, 2016.

City Clerk



City Clerk's Office  
R - LAW

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

Meeting: 12/06/16 07:30 PM

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**RESOLUTION (ID # 4626)**

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DOC ID: 4626

TO: Mayor and Common Council

FROM: Michelle Caputo, Assistant Deputy Clerk

DATE: November 16, 2016

Plenary Retail Consumption License #2018-33-003-006, issued to All My Friends, LLC for the premises located at 395 Springfield Avenue, was renewed by resolution on 6/8/16 for the July 1, 2016 to June 30, 2016 license year.

On 10/31/16, the City Clerk's Office received a call from the New Jersey Division of Alcoholic Beverage Control (ABC) advising that the City must rescind the renewal pending receipt of a "Special Ruling" from the Director of the Division of ABC pursuant to N.J.S.A. 33:1-12.39 before the municipality can consider another renewal because the license was deactivated by the second previous owner effective April 1, 2014, which is more than two license years/renewals ago. The renewal then was rescinded by resolution at the 11/14/16 Council meeting and forwarded to ABC.

The licensee applied for and received the Special Ruling and the City received a copy of the notification, allowing the license to be properly renewed at this time. All other renewal requirements have been previously met.



**STATE OF NEW JERSEY**  
**OFFICE OF THE ATTORNEY GENERAL**  
**DEPARTMENT OF LAW AND PUBLIC SAFETY**  
**DIVISION OF ALCOHOLIC BEVERAGE CONTROL**

CHRISTOPHER S. PORRIN  
ATTORNEY GENERAL

JONATHAN A. ORSEN  
ACTING DIRECTOR

CHRIS CHRISTIE  
GOVERNOR

KIM GUADAGNO  
LT. GOVERNOR

P.O. Box 087  
TRENTON, NJ 08625-0087  
PHONE: (609) 984-2830 FAX: (609) 633-6078  
WWW.NJ.GOV/OAG/ABC



November 10, 2016

**RE: SPECIAL RULING TO PERMIT RENEWAL OF INACTIVE LICENSE PURSUANT TO N.J.S.A. 33:1-12.39 FOR THE 2016-2017 LICENSE TERM(S); LIC. NO. 2018-33-003-006 LIC. NAME: ALL MY FRIENDS LLC Docket No. 11-16-699 Job No. 123579**

Dear Petitioner:

Enclosed please find a Special Ruling to permit consideration of a renewal application for the above-referenced inactive license pursuant to N.J.S.A. 33:1-12.39. As noted in the enclosed document, this Ruling merely determined that good cause exists for the issuing authority to consider your application. It is now within the purview of the local issuing authority to either grant or deny your renewal application in the reasonable exercise of its discretion.

**Be advised that if your license is merely inactive and is sited at a premises, in order to activate this license** during any of the license terms referenced above, you are required to file an amendment to your license application pursuant to N.J.A.C. 13:2-2.14. To properly file the amendment, pages 1, 2, and 11 of the 12 page license application must be filed with the local issuing authority not more than 10 days prior to, or 10 days after, opening the business. The local issuing authority will then present you with a current license certificate which must be prominently displayed where it can be readily seen by customers. N.J.A.C. 13:2-23.13(a)1.

**However, if your license is a "pocket license," (a license not sited at a premises) and you wish to activate your license at a premises** during any of the license terms referenced above, you must file a full 12-page application transferring the license from "pocket" status to the intended premises. Please contact your local issuing authority to comply with all requirements regarding the transfer.

I suggest that you contact the local issuing authority immediately to determine what steps are necessary to complete your license application renewal process.

Very truly yours,

Donna Pereksta Luhn  
Deputy Attorney General

c: ABC Licensing Bureau  
Michelle Caputo, Summit Assistant Deputy Municipal Clerk



Attachment: 12 39 ruling 2018-33-003-006 (4626 : Renew 2016-2017 Liquor License #2018-33-003-005)



STATE OF NEW JERSEY  
DEPARTMENT OF LAW AND PUBLIC SAFETY  
DIVISION OF ALCOHOLIC BEVERAGE CONTROL

LIC. NO. 2018-33-003-006

DOCKET NO. 11-16-699

JOB NO. 123579

IN THE MATTER OF THE APPLICATION )  
TO PERMIT THE RENEWAL OF AN )  
INACTIVE LICENSE PURSUANT TO )  
N.J.S.A. 33:1-12.39 FOR THE 2016-2017 )  
LICENSE TERM(S) )  
)  
)  
ALL MY FRIENDS LLC )  
\_\_\_\_\_ )

SPECIAL RULING

BY THE DIRECTOR:

The petitioner or licensee has filed a verified petition requesting authorization for the local issuing authority to consider a renewal application for License No. 2018-33-003-006 for the 2016-2017 license term(s) pursuant to the provisions of N.J.S.A. 33:1-12.39.

I have reviewed the petition filed in this matter and have considered all the facts and circumstances related to the inactive status of this license. I find that the petitioner or licensee has established good cause in accordance with the statutory requirements to warrant an application for renewal of the license for the 2016-2017 license term(s).

Accordingly, the municipal issuing authority is hereby authorized to consider the application for renewal of the subject license for the 2016-2017 license term(s) and to thereupon grant or deny said application in the reasonable exercise of its discretion. This authorization does not abrogate the licensee's obligation to timely submit the license renewal application and requisite fees prior to any consideration of renewal, including obtaining a tax clearance.

Please note that the approval granted herein is conditional, and is based upon the representations set forth in the petitioner's notarized letter(s). This approval is subject to review and/or modification should the factual circumstances warrant.

\_\_\_\_\_  
JONATHAN A. ORSEN  
ACTING DIRECTOR

DATED: November 10, 2016

Attachment: 12 39 ruling 2018-33-003-006 (4626 : Renew 2016-2017 Liquor License #2018-33-003-005)

Resolution (ID # 4615)  
December 6, 2016

**AUTHORIZE EXECUTION OF SHARED SERVICES AGREEMENT - EMERGENCY  
SERVICES DISPATCH CENTER JOINT MEETING - RADIO COMMUNICATIONS  
EQUIPMENT \$690,323.60**

WHEREAS, the City of Summit (“City”) desires to enter into a shared services agreement pursuant to N.J.S.A. 40A:65-1, et seq., with the New Providence, Summit and Millburn Emergency Services Dispatch Joint Meeting (“Joint Meeting”) to purchase equipment to enhance dispatching services, and

WHEREAS, the City will pay the Joint Meeting a total of \$690,323.60 for the purchase and installation of the equipment pursuant to a mutually acceptable schedule of services which shall be memorialized in the shared services agreement between the parties, and

WHEREAS, a copy of the proposed agreement is incorporated by reference herein.

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

That the City is authorized to enter into a shared services agreement with the Joint Meeting as described above.

BE IT FURTHER RESOLVED that all City officials are hereby authorized and directed to take such ministerial actions as are necessary to effectuate the provisions of this resolution.

Dated: December 6, 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 special meeting held on Tuesday evening, December 6, 2016.

City Clerk



## MEMORANDUM

DATE: November 9, 2016

TO: Mr. Michael Rogers, City of Summit City Administrator

FROM: Scott W. Ruf, Executive Director

SUBJECT: Summit Public Safety Radio System & Needs (police, fire, EMS)

The following memo is in response to your inquiry about public safety radio needs and enhancements.

The City of Summit currently uses a UHF/VHF repeated radio system that various components have reached their end of life on and/or not currently functioning. This old and in some case non-functioning equipment has created insufficient radio communication capabilities for your police, fire and EMS agencies. While this problem did not occur overnight, the failure to adequately address it has made the problem larger and more noticeable during day-to-day operations.

Over the past few months we have completed an inventory of Summit's radio infrastructure and equipment, contracted for modifications to your FCC licenses as well as providing coverage and contour studies for the city.

During the various points of the review there were a couple of things that presented themselves as critical. These were old, unsupported Verizon RTNA lines connecting Summit City Hall for police and fire radios to the Lucent (now Nokia) site in New Providence. Repeaters that have failed or found to be non-functioning limiting communication capabilities and options. The first item related to the old Verizon RTNA lines has been addressed and we ran new fiber lines from Summit to Lucent site and Lucent site to the 9-1-1 Center in New Providence. The equipment however doesn't support the use of the new fiber and requires upgrading. It should be noted that by just replacing the RTNA lines with fiber and upgrading a couple pieces of equipment doesn't fix the bigger issue of area coverage. It will only clean up the transmission audio for the first responders and dispatchers and not citywide.

Due to the concerns of the public safety agencies we approached this from a perspective of prioritizing both short and long term goals/needs of your departments and as we continued to move forward there was not a single, easy fix. There are two viable solutions, but each create some logistical issues.

The first is to replace/upgrade Summit's radio system with a new digital, simulcast system. This will address most of the concerns from the public safety personnel with regard to area coverages, "dead spots," quality of audio, etc. It also maintains local control of the radio system infrastructure and provides for interoperability with your other public safety partners in the area.

The cost for this solution is approximately \$690,323.60 (see attached cost estimates) and will take 8-14 months to implement from the time contracts are signed. This requires the replacing of all the existing radio equipment and infrastructure with new repeaters, comparators, antennas, receivers, transmitters, etc. The costs do not include any subscriber equipment needs of the agencies (i.e. mobile & portable radios).

A second option would be to make no upgrades to the Summit infrastructure except for paging and toning and migrating to the State's PSIC System (Public Safety Interoperable Communications System) <http://www.nj.gov/911/p25/overview/>. This option would require less infrastructure costs as we would become part of the larger state system, but all agencies would require new subscribers (mobiles & portables). While this option is attractive and I believe where we are all headed in the future creates some short-term concerns as they relate to interoperability. Should Summit migrate to the PSIC system there is still a capital cost of between \$500-750K and until more agencies migrate to the system there will be interoperability issues since PSIC uses P25 700MHz most agencies in the area still utilize UHF/VHF for radio communications.

Regardless of the decision made in the short-term and which direction things go you will always have issues in certain circumstances with in-building coverage and occasionally a "dead-spot." There needs to be funds allocated for public safety radio equipment and infrastructure in all capital budget plans moving forward. If we can set aside funds we can then more quickly make decisions on direction and it will also help bring the other partners in the dispatch center on board.

**SHARED SERVICES AGREEMENT  
BY AND BETWEEN  
THE NEW PROVIDENCE, SUMMIT AND MILLBURN EMERGENCY SERVICES  
DISPATCH CENTER JOINT MEETING AND THE CITY OF SUMMIT**

**THIS AGREEMENT** (the “**Agreement**”) entered into on this \_\_\_\_\_ day of \_\_\_\_\_ by and between the New Providence, Summit and Millburn Emergency Services Dispatch Center Joint Meeting, (“**Joint Meeting**”) a body corporate and public of the State of New Jersey having offices at 360 Elkwood Avenue, New Providence, New Jersey and the City of Summit (the “**City**”) having offices at 512 Springfield Avenue, Summit, New Jersey 07901.

**RECITALS**

**WHEREAS**, the Borough of New Providence, the City of Summit, and the Township of Millburn are parties to an agreement forming a Joint Meeting for the joint operation of dispatch services to their various communities; and

**WHEREAS**, the Joint Meeting and the City (collectively referred to as “the Parties”) seek to enter into a Shared Services Agreement (“**Agreement**”) pursuant to the provisions of the “Uniform Shared Services and Consolidation Act,” N.J.S.A. 40A:65-1 et seq.; to enhance dispatching services; and

**WHEREAS**, the parties acknowledge that it would be to their mutual benefit to execute this Shared Services Agreement.

**NOW, THEREFORE**, for and in consideration of the mutual covenants and agreements contained herein, the Parties agree as follows:

**A. TERM**

The term of this Agreement shall be in effect for one (1) year from the date first written above, or upon Final System Acceptance, whichever occurs later. Final System Acceptance is deemed to have occurred when the ASTRO conventional radio system has been fully installed and tested and is ready for use.

**B. SCOPE OF SERVICES**

The Joint Meeting shall purchase a Motorola ASTRO conventional radio system solely for the City’s use in order to enhance dispatching service, as described in the Project Description, attached hereto as **Exhibit A**. The equipment shall be procured through State of New Jersey Contract 83909 - “Radio Communication Equipment and Accessories.”

**C. CONSIDERATION**

In consideration for the above, the City shall compensate the Joint Meeting in the amount of \$690,323.60. Payment shall be made pursuant to the following payment schedule in accordance with N.J.S.A. 40A: 65-7(a)(5):

**PAYMENT SCHEDULE**

**City of Summit Payment Terms to Joint Meeting**

Milestones	Payment Details	
<i>Contract Signing/Award w/ Motorola – 10%</i>	\$ 69,032.36	<i>30-days from receipt of Invoice</i>
<i>Delivery &amp; Acceptance of Equipment – (25% of Remaining Balance)</i>	\$155,322.81	<i>Due by end of First Quarter - 2017</i>
<i>Installation &amp; Testing of Equipment - (25% of Remaining Balance)</i>	\$155,322.81	<i>Due by end of Second Quarter -2017</i>
<i>Installation &amp; Testing of Equipment – (25% of Remaining Balance)</i>	\$155,322.81	<i>Due by end of Third Quarter - 2017</i>
<i>Final System Acceptance – (25% of Remaining Balance)</i>	\$155,322.81	<i>Due by end of Fourth Quarter - 2017 or upon Final System Acceptance, whichever occurs later.</i>
<b>PROJECT TOTAL \$690,323.60</b>		

**D. COMPLIANCE WITH LAWS AND REGULATIONS**

The parties agree that each will at its own cost and expense promptly comply with, or cause to be complied with, all laws, rules, regulations and other governmental requirements which may be applicable to its performance of the services described in this agreement.

**E. MUTUAL INDEMNIFICATION**

To the fullest extent permitted by law, the Joint Meeting shall release, indemnify and hold harmless the City from any and all obligations, liabilities, judgments, claims and demands which may arise out of its obligations under this Agreement.

To the fullest extent permitted by law, the City shall release, indemnify and hold harmless the Joint Meeting from any and all obligations, liabilities, judgments, claims and demands which may arise out of its obligations under this Agreement.

#### **F. NOTICES**

All notices, demands, or other communications which may be or are required to be given, served or sent under this Agreement shall be in writing and shall be deemed to have been properly given or sent:

- i. if personally served upon each of the parties; or
- ii. if mailed by registered or certified mail with postage prepaid, return receipt requested, address to the other party at each party's respective address as follows, which addresses may be changed by written notice to the other party:

To:	The Joint Meeting	Scott Ruf Executive Director 360 Elkwood Avenue New Providence, New Jersey 07974
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To:	City of Summit	Michael F. Rogers City Administrator 512 Springfield Avenue Summit, New Jersey 07901
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#### **G. REMEDIES**

In the event of a controversy or dispute concerning the terms and conditions of this Agreement, the parties agree to mediate the dispute for a period of not less than sixty (60) days from notice of the dispute. In the event mediation does not result in a resolution, the parties are permitted to pursue any remedies available to either of them in law or equity.

#### **H. NO PERSONAL LIABILITY**

No covenant, condition or agreement contained in this Shared Services Agreement, will be deemed to be the covenant, condition or agreement of any past, present or future officer, agent or employee of the City and/or the Joint Meeting, in his or her individual capacity, and neither the officers, agents or employees of either the City or the Joint Meeting, nor any official executing this Shared Services Agreement will be liable personally for this Shared Services Agreement by reason of the execution hereof by such person or arising out of any transaction or activity relating to this Shared Services Agreement.

## I. MISCELLANEOUS

1. **Neutral Construction:** In the event of any dispute concerning the construction or interpretation of this Shared Services Agreement, this Shared Services Agreement shall be construed neutrally without regard to events of authorship or negotiation, each party having been given the opportunity to be represented by independent legal counsel of its own choosing.
2. **Entire Agreement:** This Shared Services Agreement sets forth all the promises, covenants, agreements, conditions and undertakings between the Parties hereto with respect to the subject matter hereof, and supersedes all prior or contemporaneous agreements or undertakings, inducements, or conditions, express or implied, oral or written between the parties hereto.
3. **Amendment:** This Shared Services Agreement shall not be amended or modified, nor may any obligated hereunder be waived orally, and no such amendment, modification or waiver shall be effective for any purpose unless it is in writing and signed by the party against whom enforcement thereof is sought.
4. **Severability:** In the event that any provision of this Shared Services Agreement is held to be invalid or unenforceable by any court of competent jurisdiction, such holding will not invalidate or render unenforceable any other provision hereof.
5. **Successors and Assigns:** This Shared Services Agreement shall be binding upon and inure to the benefits of the successors and assigns of the parties hereto.
6. **Assignment:** The Parties to this Shared Services Agreement shall not assign or transfer any of their rights or obligations under this Agreement without the other Parties' prior written consent.
7. **Headings:** The Article and Section headings in this Shared Services Agreement are included herein for convenience of reference only and are not intended to define or limit the scope of any provision of this Shared Services Agreement.
8. **Non-Waiver:** It is understood and agreed that nothing which is contained in this Shared Services Agreement shall be construed as a waiver on the part of the Parties of any right which is not explicitly waived in this Shared Services Agreement. No failure or delay on the part of any Party in exercising any right, power, or remedy under this Shared Services Agreement will operate as a waiver thereof, nor will any single or partial exercise of any such right, power, or remedy preclude any other or further exercise thereof or the exercise of any other right, power, or remedy hereunder. The rights and remedies provided in this Shared Services Agreement are cumulative and are not exclusive of any other rights, power, or remedies existing at law, in equity or otherwise.

- 9. **Governing Law:** The terms of this Shared Services Agreement shall be governed by and construed, interpreted and enforced in accordance with the laws of the State of New Jersey. The Parties consent to the sole and exclusive jurisdiction of and venue in the State and Federal courts located in the State of New Jersey, Union County and Newark, New Jersey, respectively, in connection with all actions or proceedings that relate, directly or indirectly, to this Shared Services Agreement.
- 10. **Precatory Phrases:** The precatory phrases (“whereas clauses”) are not mere recitals, but are specifically agreed to by the parties and are incorporated herein by reference.
- 11. **Authorization:** By executing this Shared Services Agreement, each signatory represents that he or she is a Party or has been duly authorized by a Party to sign on the Party’s behalf.
- 12. **Counterparts:** This Shared Services Agreement may be simultaneously executed in several counterparts, each of which shall constitute an original document and all of which will constitute one and the same instrument. Facsimile signatures of the parties shall be considered original and binding signatures.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be duly executed by their duly authorized officials on the date last executed below.

**New Providence, Summit and Millburn  
Emergency Services Dispatch Center  
Joint Meeting**

**City of Summit**

\_\_\_\_\_

\_\_\_\_\_

Nora Radest  
Mayor

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Witness:

Witness:

\_\_\_\_\_

\_\_\_\_\_

Rosemary Licatese  
City Clerk

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT A**

*Project Description*



## Section 1. System Description

Motorola is proposing a solution for the City of Summit Public Safety organization that consists of an ASTRO conventional simulcast radio system. A description of the features, benefits, system architecture, and hardware components are provided in this system description.

### 1.1 Project Overview

This proposal offers the City of Summit a Motorola ASTRO conventional radio system. The proposed conventional system is a UHF digital simulcast solution comprised of two (2) simulcast sites and two (2) receive only sites.

Motorola has taken great care to propose an offering that will provide the City of Summit with a radio solution that meets their needs.

### 1.2 The Conventional System

#### 1.2.1 Overview

Conventional systems have been, and continue to be, the most popular type of two-way radio system in existence. Conventional systems range from analog, voice-only communications over a confined area (single-site), to region-wide (wide-area) integrated voice and data networks with digital signaling, voting, multicast, and simulcast broadcasting.

In response to Summit's communications requirements, Motorola has chosen our UHF Conventional platform. Motorola's conventional radio systems provide benefits including:

- ◆ Effective radio channel management.
- ◆ Fast and reliable communications protocol.
- ◆ A network designed to serve Summit's coverage needs.

## 1.2.2 Features and Benefits

Traditionally, conventional systems have been a basic radio system that provide “talk and listen” capability. Today's conventional systems offer many capabilities beyond basic talk and listen. A conventional system will provide Summit with benefits including:

- ◆ **An Economical Solution** – Conventional systems are an affordable solution for many customers, especially when channel congestion and channel management are of a lesser concern.
- ◆ **Ease of Expansion** – Conventional systems expand easily by simply adding more sites.
- ◆ **Ease of Migration** – Motorola has always designed systems with expandability and future migration in mind. With Motorola’s FLASHport capability, many major system upgrades can be handled without replacing hardware.

In addition, today’s conventional systems can offer increased spectrum efficiency via narrow band technology, encryption for privacy, and compliance to Association of Public Safety Communications Officials (APCO) 25 standards. Many users start with a simple system and upgrade or migrate to feature laden radio systems.

## 1.3 System Design

Conventional systems have several design considerations based on the customer’s coverage and operational needs. This section discusses the different architecture, modes, and options available to a conventional system.

### 1.3.1 Architecture

Direct radio frequency (RF) communication – relying solely on the transmitter output power of a portable or mobile radio – is not always enough to successfully network a fleet of field radios throughout a system coverage area. When coverage is required over a large area or in a building, an infrastructure must be added to complete the network.

Conventional systems vary in both size and sophistication. Systems are often configured as single-site or multi-site depending on the coverage or "talk range" that is desired. A basic conventional system consists of a GTR 8000 repeater or base station. The system can be expanded to increase system wide coverage by adding equipment to make it a standalone multi-site, voting, simulcast or multicast system.

#### Voting

Receiver voting system topologies are used when a single transmitter provides sufficient outbound coverage, but a single receiver does not provide sufficient inbound coverage for subscriber transmissions. To provide balanced coverage, multiple satellite receivers are added to cover “dead spots” created by buildings, foliage, valleys, or hills.



Since the receivers operate on the same frequency, it is possible that a field radio may simultaneously hit multiple sites when transmitting. To ensure that the best audio from these satellite receivers is processed, a voting comparator compares and selects the best signal. This signal is then forwarded to the transmitter for rebroadcast to the subscriber units, as well as the console for dispatcher monitoring.

### Simulcast

When a wide geographical area requires communications throughout the system, simulcast provides a solution. Simulcast is the simultaneous broadcast of the same voice or message from multiple transmitter sites on the same frequency. Simulcast was developed by Motorola to meet the needs of users who were outgrowing their single-site radio systems. These systems provide consistent communications throughout a large city, metropolitan area, county, or even country.

Simulcast systems are a frequency efficient and user-friendly technique of providing wide-area coverage. Simulcast offers the following advantages:

- ◆ **Larger Coverage Area** – One radio site may not provide the coverage necessary for the application in question. Simulcast expands the coverage area by expanding the number of radio sites. A simulcast system delivers continuous coverage throughout a large geographic area.
- ◆ **Efficient Use of Frequencies** — Adding sites typically requires more frequencies. In a simulcast system, the same frequencies are reused at every site in the system. This makes very efficient use of the available spectrum.
- ◆ **Simple Radio Operation** — Field units must be easy to use. Because the simulcast architecture operates like a single-site system, operations are simplified and radios are easy to use.

## 1.3.2 Mode

The conventional system proposed for the City of Summit is a UHF Digital Simulcast system. A digital conventional system will first digitize the user's voice, resulting in improved call quality. This is then rebroadcast to other subscribers on the system.

## 1.3.3 Design Details

The proposed system will include five (5) dedicated channels for Summit PD. All five of these channels will be present at the two simulcast sites and two receive only sites. The prime site equipment for all existing and proposed channels will be located at Summit PDHQ.

In addition to the radio infrastructure, Motorola is quoting an MCC7100 console operator position for dispatching.

Connectivity to the Prime Site from each of the remote sites will be accomplished by customer provided fiber.

The frequencies that will be present at all Summit sites are listed below in Table 1-1:



**Motorola Confidential Restricted**  
Use or disclosure of this proposal is  
subject to the restrictions on the title page

Description

**City of Summit, NJ**  
Radio Communications System Upgrade  
May 2016  
System

Table 1-1: System Frequencies

Channel	Base Sta TX	Base Sta RX	Type	Mode
1	476.0375	479.0375	Digital	Narrow Band Simulcast
2	476.1375	479.1375	Digital	Narrow Band Simulcast
3	476.1625	479.1625	Digital	Narrow Band Simulcast
4	476.1875	479.1875	Digital	Narrow Band Simulcast
5	478.5375	481.5375	Digital	Narrow Band Simulcast

### 1.3.3.1 Design Criteria

Using the advantages of simulcast technology, the Summit system was designed to maximize radio performance throughout the intended coverage area. In this case, coverage must be limited to within the boundaries of the Towns of Summit to protect nearby co-channel operations.

### 1.3.3.2 Equipment

This section is intended to provide a general overview of the simulcast system equipment proposed for the City of Summit simulcast project.

#### PDHQ building – Prime Site and Dispatch Console

This equipment will operate on existing and available AC power. The list of equipment at this site includes:

- ◆ Five (5) GCM8000 Digital Comparator
- ◆ Five (5) GTR 8000 Base Stations
- ◆ One (1) MCC7100 Operator Position
- ◆ One (1) TRAK GPS Unit
- ◆ One (1) Combiner/ Multicoupler System
- ◆ One (1) Tx and One (1) Rx antenna with 7/8” LFD transmission lines
  - *Note: Existing HP switch and Router will be re-used to connect to the Master site equipment at New Providence.*

#### Nokia-Alcatel Lucent RF Site

This equipment will operate on existing and available AC power. The list of equipment at this site includes:

- ◆ One (1) GGM 8000 Site Gateway
- ◆ One (1) HP Site Switch
- ◆ Five (5) GTR 8000 Base Stations
- ◆ One (1) TRAK GPS Unit
- ◆ One (1) Combiner/ Multicoupler System
  - *Note: Existing antennas and lines will be reused at this location*



### Overlook Hospital Rx Only Site

This equipment will operate on existing and available AC power. The list of equipment at this site includes:

- ◆ One (1) GGM 8000 Site Gateway
- ◆ One (1) HP Site Switch
- ◆ Five (5) GPW Receivers
- ◆ One (1) Receiver Multicoupler
- ◆ One (1) Rx antenna with 7/8" LDF transmission line

### Celgene Rx Only Site

This equipment will operate on existing and available AC power. An existing generator and UPS will be used to power the site in the event of street power loss. The list of equipment at this site includes:

- ◆ One (1) GGM 8000 Site Gateway
- ◆ One (1) HP Site Switch
- ◆ Five (5) GPW Receivers
- ◆ One (1) Receiver Multicoupler
- ◆ One (1) 29Ux600mmx600mm In-Door Cabinet
  - *Note: Existing receive antenna and lines will be re-used at this location*



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Description

**City of Summit, NJ**  
Radio Communications System Upgrade  
May 2016  
System

## 1.4 Conventional System Components

The system designed for the City of Summit consists of the following major components:

- ◆ MCC 7100 Dispatch Console
- ◆ GCM8000 Comparators
- ◆ MLC8000 Comparators
- ◆ GTR8000 Transceiver
- ◆ TRAK GPS and Frequency Standard

This section of the system description contains descriptions of these components.

### 1.4.1 MCC 7100 Dispatch Console Components

An MCC 7100 Dispatch IP Console consists of the following elements:

- ◆ Operator position computer.
- ◆ Auxiliary Input/Outputs (Existing)
- ◆ Conventional Channel Interface equipment.

This section discusses the various components that make up the proposed MCC 7100 Dispatch Console system. These components are connected together and to the rest of the ASTRO 25 system on an IP network via console site routers and switches. The MCC 7100 Dispatch Console functions as an integrated component of the total radio system, fully participating in system level features such as end-to-end encryption and agency partitioning.

Since the network is IP-based, the system's interfaces and components can be distributed physically throughout the network. Logging components can be centrally located at the zone core or distributed at console sites. Aux I/O Servers can be placed anywhere in the zone, closest to where they are needed.

Components described below are included in this system design.

### 1.4.2 Operator Position Components

MCC 7100 operator positions connect directly to the radio system's IP transport network without gateways or interface boxes. Audio processing, encryption, and switching intelligence for dispatch are performed within each software-based operator position, without additional centralized electronics.

#### 1.4.2.1 Personal Computer (PC)

The MCC 7100 Console is supported on a Motorola certified workstation running Microsoft Windows 7 OS (64 bit). The workstation computers have a minitower form factor and come with a keyboard and mouse.

The Workstation PC's do not come with monitors. A variety of monitors are supported, including both touch and non-touch operation.



### 1.4.2.2 MCC 7100 Operator Accessories

The MCC 7100 console supports a variety of operator accessories. The following sections detail accessories included in this proposal.

#### Audio Interface Module (AIM)



Figure 1-7: Audio Interface Module

The AIM supports standard Motorola operator accessories (Figure 1-7):

- ◆ Dual Prong Headsets (user and supervisor).
- ◆ Dual Footswitch.
- ◆ Desktop Microphone.

In addition, the AIM supports the following:

- ◆ External Phone Interface.
- ◆ External Paging Encoder.
- ◆ Long Term Logging Recorder Port.
- ◆ Local Aux I/O Port.

#### Desktop Speakers

Each dispatch console is capable of supporting up to eight audio speakers. In this design, speakers are included per position. These speakers supply audio for select/unselect, as well as pre-determined audio sources to specific monitor speakers, each of which transmits unique audio—that is, an audio source cannot appear in multiple speakers at a single dispatch console. Monitor speakers – can tie specific talkgroups to a certain speaker, such as all fire resources to speaker 3.

Each speaker has individual volume controls, and contains an amplifier that provides a maximum of 2 Watts of power output. Speakers are self-contained units, and can be placed on a desktop, mounted in a rack/furniture, mounted on a wall, or mounted on a computer monitor.



## Headset Jack

Each dispatch console is capable of supporting up to two headset jacks. A headset jack allows a dispatch console user to use a headset while operating the dispatch console. Each headset can either be connected to the console for supervisory applications, or to a desk telephone. The equipment design proposed includes headset jack(s) per operator.

The headset jack contains two volume controls: one for adjusting the level of received radio audio and one for adjusting the level of received telephone audio.

The headset jack supports headsets which use either PJ7 (6-wire) or PJ327 (4-wire) long frame connectors (6-wire headsets have a PTT button while 4-wire headsets do not have a PTT button).

## Headset Top

The Headset top consists of the earpiece(s), microphone and a short cable that connects to the Headset Base.

## Gooseneck Microphone

The AIM is capable of supporting a desktop microphone. The desktop microphone contains a microphone cartridge on a flexible shaft and two buttons in its base. One button controls the General Transmit feature. The other button controls the Monitor feature. Figure below shows Microphone.



**Gooseneck  
Microphone**

The desk microphone is permanently fastened down, or it is left loose so the dispatch console user can pick it up while using it. The 18–inch long, flexible shaft allows the base to be placed behind a keyboard or writing area and still be able to position the microphone head within a few inches of the speaker's mouth.

If a desk microphone is connected to a dispatch console while no headsets are connected, the desk microphone is active whenever any transmit function is active. If a desk microphone is connected to a dispatch console while one or two headsets are connected, the desk microphone is only active during a transmit function if its transmit button is pressed. This prevents the desk microphone from picking up unwanted background sound while the dispatch console user is using a headset to transmit.

The microphone head is compatible for use with CRT monitors.

## Footswitch

Each dispatch console is capable of a dual pedal footswitch. The footswitch can be configured to control general transmit and monitor functions.



## Instant Recall Recorder (IRR)

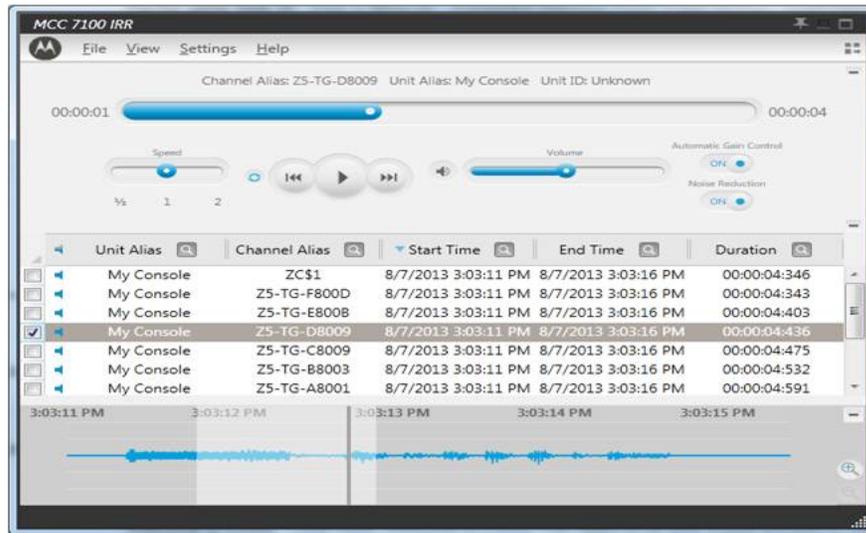


Figure 1-1: Sample IRR Screen Shot

The IRR allows a dispatch operator to record radio transmit and receive audio (Figure 1-7). One IRR is required per console position. Features of the MCC 7100 IRR include:

- ◆ Save and forward audio files.
- ◆ Configurable storage of up to 4 GB.
- ◆ Automatic purge of the oldest record.
- ◆ Variable speed replay.

Note: The IRR records radio audio only, it does not record telephone audio.

### 1.4.3 GCM 8000 Comparator



Figure 1-2: GCM Comparator Front View

The GCM 8000 Comparator features a state-of-the-art digital voting methodology: Frame Diversity Reception. The GCM 8000 Comparator votes on segments of each signal based upon certain digital signal parameters. As the comparator receives the



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various signals, it looks at each of the data frames and compares the BER. The comparator then selects the data frame or signals with the lowest BER and forwards it. By using the best pieces (code words) of each input signal, the result is often a better output signal than any one signal being received at the comparator.

The GCM 8000 Comparator is designed to accommodate two comparator modules per chassis with each module handling one 12.5 kHz channel. The power supplies in the comparator chassis can be daisy-chained together to eliminate single points of failure

#### 1.4.4 GTR 8000 Base Radio

The conventional GTR 8000 Base Radio provides the interface between mobile/subscriber radios that access the system on the APCO 25 FDMA Common Air Interface and the rest of the ASTRO 25 Conventional system. It can transmit and receive over the air in the 700/800 MHz, UHF R1, UHF R2, and VHF frequency bands. The GTR 8000 Base Radio transmits using configurable Compatible 4-level Frequency Modulation (C4FM) or Linear Simulcast Modulation (LSM) and receives Compatible 4-level Frequency Modulation (C4FM) for traffic channel communications

The conventional GTR 8000 Base Radio supports an IP interface to carry payload (i.e. voice, data, and signaling) and control information as well as centralized Network Management fault and configuration information. It can be deployed in several different ASTRO 25 System Release 7.9 conventional and trunked site types including:

- ◆ Conventional Only Site (single repeater/base station/control station/receiver).
- ◆ NM/Dispatch Site (single repeater/base station/control station/receiver).
- ◆ ISR Site (single repeater/base station/control station/receiver).
- ◆ Voting/Multicast/Simulcast prime site or remote subsite.



- ◆ Conventional Hub Site (Defined by the Distributed Conventional Configuration).  
BR Site (Defined by the Distributed Conventional Configuration).
- ◆ Conventional Conduit Hub Site (Defined by the Distributed Conventional Configuration).

The IP interface is used to carry payload information to/from a CCGW when the GTR 8000 is deployed as a single station/repeater or receiver in a non-voting topology. It is also used to carry payload information to/from a GCM 8000 Comparator when the GTR 8000 Base Radio is deployed in a voting, multicast, or simulcast topology.

The conventional GTR 8000 Base Radio supports a V.24 circuit interface to carry payload information (i.e. voice, data, and signaling) to/from the infrastructure. This interface is used when the GTR 8000 Base Radio is being used as a QUANTAR replacement in a legacy ASTRO 25 3.1 conventional system. It is also used to carry payload information to/from an ATAC 3000 Comparator when the GTR 8000 BR is deployed in a voting, multicast, or simulcast topology.

The conventional GTR 8000 Base Radio can be deployed in the following hardware configurations:

- ◆ A single standalone conventional GTR 8000 Base Radio for existing ASTRO 25 3.1 conventional systems and ASTRO 25 7.x conventional and trunked systems.
- ◆ A conventional GTR 8000 Base Radio added to an existing trunked GTR 8000 Expandable Site Subsystem for ASTRO 25 7.x trunked systems.

The conventional GTR 8000 Base Radio hardware consists of four major FRUs: the transceiver, the power amplifier, the power supply and the fan module. When deployed in a standalone configuration without an external frequency reference, then a transceiver with a SAC module is required to provide an internal frequency reference. The SAC module provides the frequency reference stability to allow the GTR 8000 to be a standalone base station. If the GTR 8000 is to be used in a simulcast topology, then a time reference is also needed to generate the 1 PPS signal for launch time determination. The time reference signal is obtained from the external frequency reference or a separate time reference input obtained from a device such as the TRAK 9100.

GTR 8000 Base Radios support ASTRO 25 (IVD) systems. The GTR 8000 Base Radio is available for IVD systems in 700/800 MHz, UHF (435-524 MHz), and VHF (136-174 MHz).

G-series site equipment products are very flexible and designed to support today's robust site designs. G-series site equipment products provide the flexibility to upgrade to future functionality through software downloads.





**Figure 1-3: GTR 8000 Base Radio**

The GTR 8000 Base Radio includes features such as:

- ◆ Multisite Linear Simulcast offers industry-leading radio coverage with fewer sites.
- ◆ IP based simulcast operation.
- ◆ Compact and integrated hardware utilizing 3 rack unit chassis enables efficient use of site space.
- ◆ Software Defined Radio allows for upgrades to future functionality through software update.
- ◆ Modular software design coupled with the Software Download Manager simplifies future upgrades and routine servicing.
- ◆ Functionally separate modules - Field Replacement Units (FRU) - are hot-swappable allowing servicing and replacement without system down-time while minimizing channel down-time.
- ◆ Designed for ease of service including significantly reduced alignment servicing.
- ◆ No initial field alignment or servicing required for Multisite (simulcast) systems.
- ◆ Standard battery revert and charging on the GTR 8000 Base Radio eliminates the need for an uninterruptible power supply (UPS) in many installations.

### 1.4.5 GPS/Frequency Standard

The equipment used to synchronize an ASTRO 25 simulcast system is the TRAK 9100 is a Global Positioning Satellite (GPS)-based frequency and time reference unit. Its purpose is to provide stable and accurate network time.

TRAK 9100 Site Reference (SSR) unit provides the following outputs to meet the network time and network transport synchronization requirement of the ASTRO 25 system:

- ◆ UTC time for the network time synchronization through the 10Base-T NTP.
- ◆ T1/E1 signals for the network transport synchronization (framed, RS422, and TTL) through Telecommunication modules (when using T1 circuits).
- ◆ 1 Pulse Per Second time reference (1PPS).

The modules installed in the TRAK 9100 are as follows:

- ◆ GPS receiver with Rubidium oscillator.
- ◆ GPS receiver with double ovenized oscillator.



- ◆ Two AC power supplies.
- ◆ One Telecommunications modules (TEL).
- ◆ Fault Sensing Unit (FSU) module.
- ◆ Digital Distribution Modules (DDM).

The TRAK 9100 SSR is configured for redundant operation in order to meet system availability requirements. The redundant configuration consists of one GPS Rubidium oscillator module as the main frequency reference, another GPS double ovenized oscillator module as standby reference unit, and two power supplies.

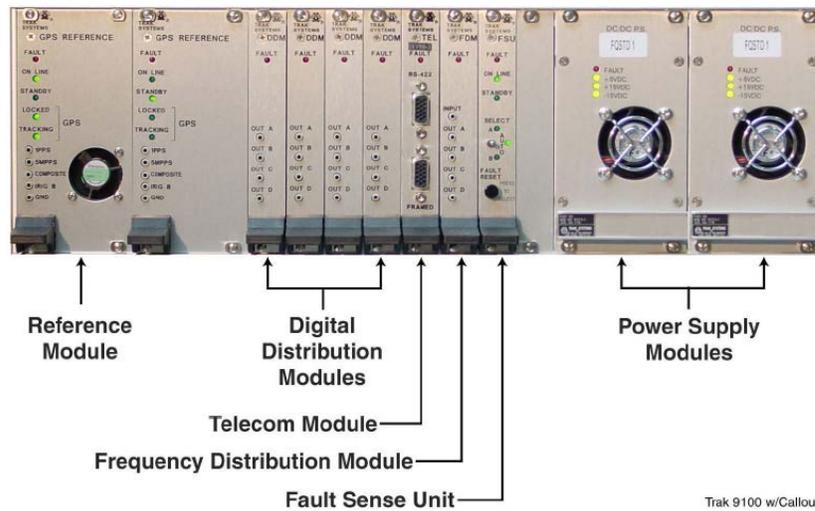


Figure 1-4: TRAK 9100

In a simulcast system, each remote site utilizes a Global Positioning Satellite (GPS) based reference standard, which includes both frequency and timing outputs. The GPS and Frequency Standards device in the simulcast system is the TRAK 9100.

The TRAK 9100 provides a composite 1 pulse-per-second (pps) and 5 MHz frequency stability signal to the GTR8000 and MLC8000 devices for simulcast transmission synchronization.

The TRAK9100 is GPS disciplined, which provides time stamp information that is critical to setting precise transmission launch times in Simulcast.

The TRAK9100 has additional features such as:

- ◆ Redundant power supplies
- ◆ Hot swap capability on all modules
- ◆ Redundant oscillators
- ◆ Expandability



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Description

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Packet Pg. 250

## 1.5 Summary and Assumptions

Motorola is providing a conventional simulcast system with One IP-based MCC7100 console position the City of Summit. The following assumptions were incorporated into the design of this system. If any of these assumptions are inaccurate then the system design is subject to change.

### 1.5.1 Assumptions

1. Summit to provide all required fiber connectivity from PDHQ to New Providence and from Alcatel, Celgene and Overlook Hospital back to PDHQ prime site.
2. It is assumed that the existing fiber network has sufficient bandwidth to support the new 5 UHF simulcast channels.
3. No coverage commitment has been provided under this contract.
4. At PDHQ and Overlook Hospital the antenna support structures will support all new antennas without the need of structural modification. Any tower stress analysis or tower upgrade requirements are not included in this proposal unless specifically noted.
5. It is assumed that the existing antennas at Alcatel Lucent and Celgene sites are working to manufactures specifications and can be re-used with this expansion.
6. Licensing of the five RF channels to be used in this system is the responsibility of the City of Summit.
7. Motorola Solutions is not responsible for pre existing or external RF interference issues that may degrade the performance of this communications system.
8. Adequate AC power is available at all locations to provide power to the proposed equipment.
9. Adequate ventilation, air conditioning, space, and grounding is available at all locations in accordance with R56 standards and guidelines.
10. Approved local, State, or Federal permits as may be required for the installation and operation of the proposed equipment are the responsibility of the Customer.
11. Any required system interconnections not specifically outlined here will be provided by the Customer.



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Attachment: Summit System Description\_5\_25\_2016 (4615 : Execution of Shared Svcs Agmt Btwn NPSM Emergency Svcs Dispatch Ctr Joint



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## SECTION 1

# STATEMENT OF WORK

Motorola is proposing to City of Summit the installation and configuration of the following equipment at the specified locations.

Site Name	Major Equipment
Police Headquarters	GCM 8000 Comparator, GTR 8000 Radios, Antenna System, MCC7100 Console
Overlook Hospital	GGM 8000 Gateway, GTR 8000 Radios, Antenna System
Celgene Facility	GGM 8000 Gateway, GTR 8000 Radios, Antenna System
Lucent Tower	GGM 8000 Gateway, GTR 8000 Radios, Antenna System

The document delineates the general responsibilities between Motorola and City of Summit as agreed to by contract.

## 1.1 MOTOROLA RESPONSIBILITIES

Motorola's general responsibilities include the following:

- Perform the installation of the Motorola supplied equipment described above.
- Schedule the implementation in agreement with City of Summit.
- Coordinate the activities of all Motorola subcontractors under this contract.
- Administer safe work procedures for installation.
- Provide Summit with the appropriate system interconnect specifications.

## 1.2 CITY OF SUMMIT RESPONSIBILITIES

Summit will assume responsibility for the installation and performance of all other equipment and work necessary for completion of this project that is not provided by Motorola. Summit's general responsibilities include the following:

- Provide all buildings, equipment shelters, and towers required for system installation
- Insure communications sites meet space, grounding, power, and connectivity requirements for the installation of all equipment.
- Obtain all licensing, site access, or permitting required for project implementation.
- Obtain frequencies for project as required.
- Provide required system interconnections.
- Customer will provide a dedicated delivery point, such as a warehouse, for receipt, inventory and storage of equipment prior to delivery to the site(s).
- Coordinate the activities of all Summit's vendors or other contractors.



Motorola has made several assumptions in preparing this proposal, which are noted below. In order to provide a firm quote, Motorola will need to verify all assumptions or seek alternate solutions in the case of invalid assumptions.

- All existing sites or equipment locations will have sufficient space available for the system described as required/specified by R56.
- All existing sites or equipment locations will have adequate electrical power in the proper phase and voltage and site grounding to support the requirements of the system described.
- All existing towers will have adequate space and size to support the antenna network requirements of the system described.
- Any site/location upgrades or modifications are the responsibility of the customer.
- Any tower stress analysis or tower upgrade requirements are the responsibility of the customer.
- Approved FCC licensing provided by the customer.
- Frequencies for the system shall have .
- Approved local, State or Federal permits as may be required for the installation and operation of the proposed equipment are the responsibility of the customer.
- Any required system interconnections not specifically outlined here will be provided by the Customer. These may include dedicated phone circuits, microwave links or other types of connectivity.
- No coverage guarantee is included in this proposal.
- Motorola is not responsible for interference caused or received by the Motorola provided equipment except for interference that is directly caused by the Motorola provided transmitter(s) to the Motorola provided receiver(s). Should the Customer's system experience interference, Motorola can be contracted to investigate the source and recommend solutions to mitigate the issue.



City of Summit  
2 Site Simulcast System The Proposal Title Goes Here and Breaks Like This

September 12, 2016  
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Statement

## SECTION 2

# OUR COMMITMENT

Motorola products are growing and changing, as they have over the years, and Motorola's drive for excellence has strengthened and intensified. From the five-pound Handie-Talkie™ radio to the lightweight models of today, Motorola has been the leading provider of two-way radio services to public safety, government, transportation, utility, and manufacturing enterprises. Motorola changed the way the world communicates, from the introduction of the DynaTAC cell phone in 1983 to today's sleek handsets and innovative technology for mobile telephone service. It is also a key supplier of integrated systems for automobiles, portable electronic devices, and industrial equipment.

Throughout its history, Motorola has transformed innovative ideas into products that connect people to each other and the world around them. Moving forward, the company strives to keep its commitment of make things better and life easier, to make sound recommendations that will guide you in linking your current and future communication needs and objectives with technology's ever-evolving promise.

Upon request, your Motorola account executive can provide a proposal tailored to meet your total solution needs.



## Summit PD/FD Antenna & Motorola Equipment Installation Scope of work

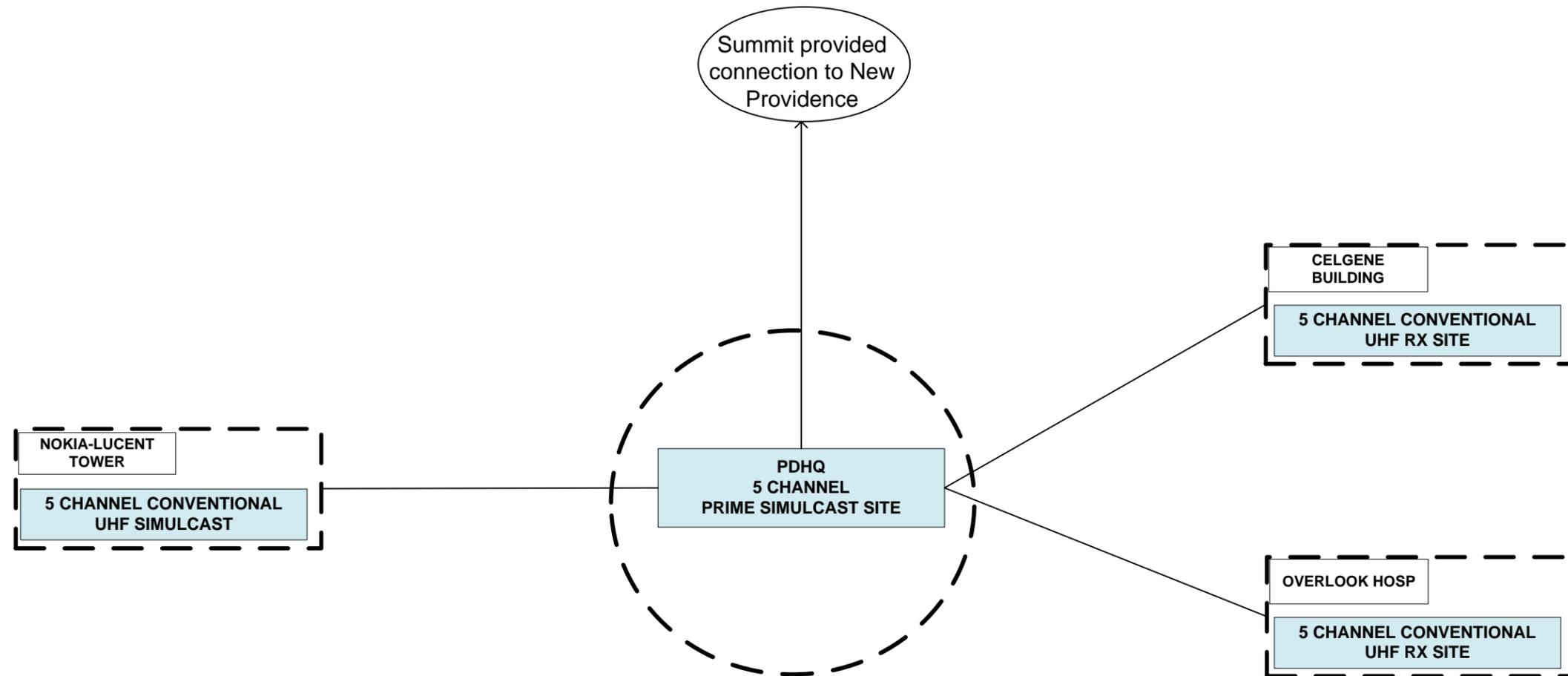
**Police Headquarters:** Motorola to provide all heliax cable and TX/RX/GPS antennas. Pinnacle to provide labor and materials to install 1 transmit /1 receive antenna and 2 GPS antennas on existing mounts at the monopole tower at police headquarters. Heliax cable run thru existing conduits provide there is adequate room for cables. Pinnacle will provide labor to deliver and install equipment racks in the location determined by Summit PD & Motorola. Grounding of equipment racks, antenna & heliax cable to Motorola R56 standards.

**Overlook Hospital:** Motorola to provide all heliax cable and RX antenna. Pinnacle to provide labor and materials to install 1 RX antenna. Pinnacle will provide labor to deliver and install equipment racks in the location determined by Summit PD & Motorola. Grounding of equipment racks, antenna & heliax cable to Motorola R56 standards.

**Celgene Facility:** No antenna work to be performed at this site, per Motorola engineering. New equipment will be connected to existing antenna. Pinnacle will “sweep test” the antenna to verify that it is with frequency specifications. Pinnacle will provide labor to deliver and install equipment racks in the location determined by Summit PD & Motorola. Grounding of equipment racks, antenna & heliax cable to Motorola R56 standards.

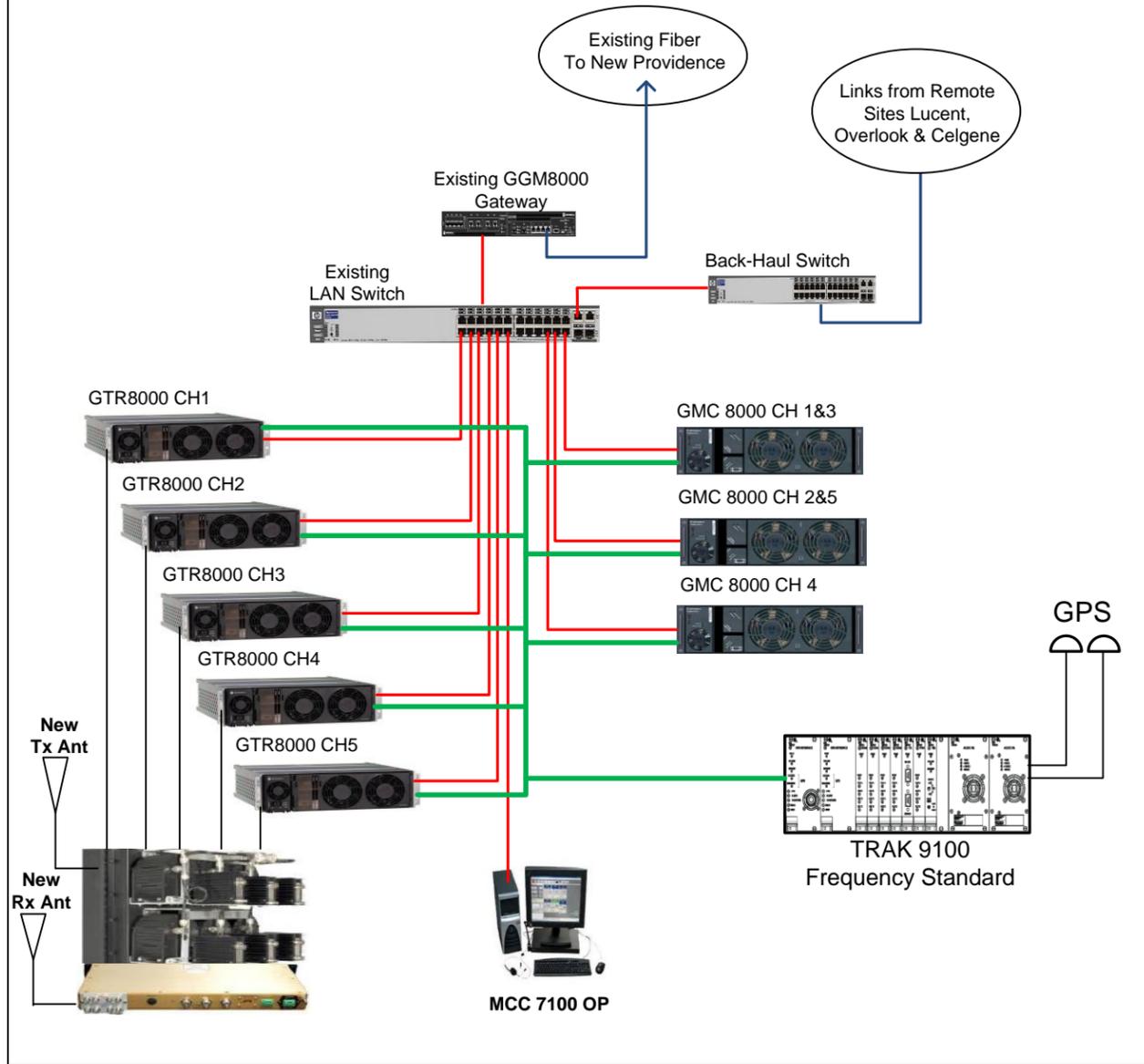
**Lucent Tower:** No antenna work to be performed at this site, per Motorola engineering. New equipment will be connected to existing antenna. Pinnacle will “sweep test” the antenna to verify that it is with frequency specifications. Pinnacle will provide labor to deliver and install equipment racks in the location determined by Summit PD & Motorola. Grounding of equipment racks, antenna & heliax cable to Motorola R56 standards.

# High Level Diagram

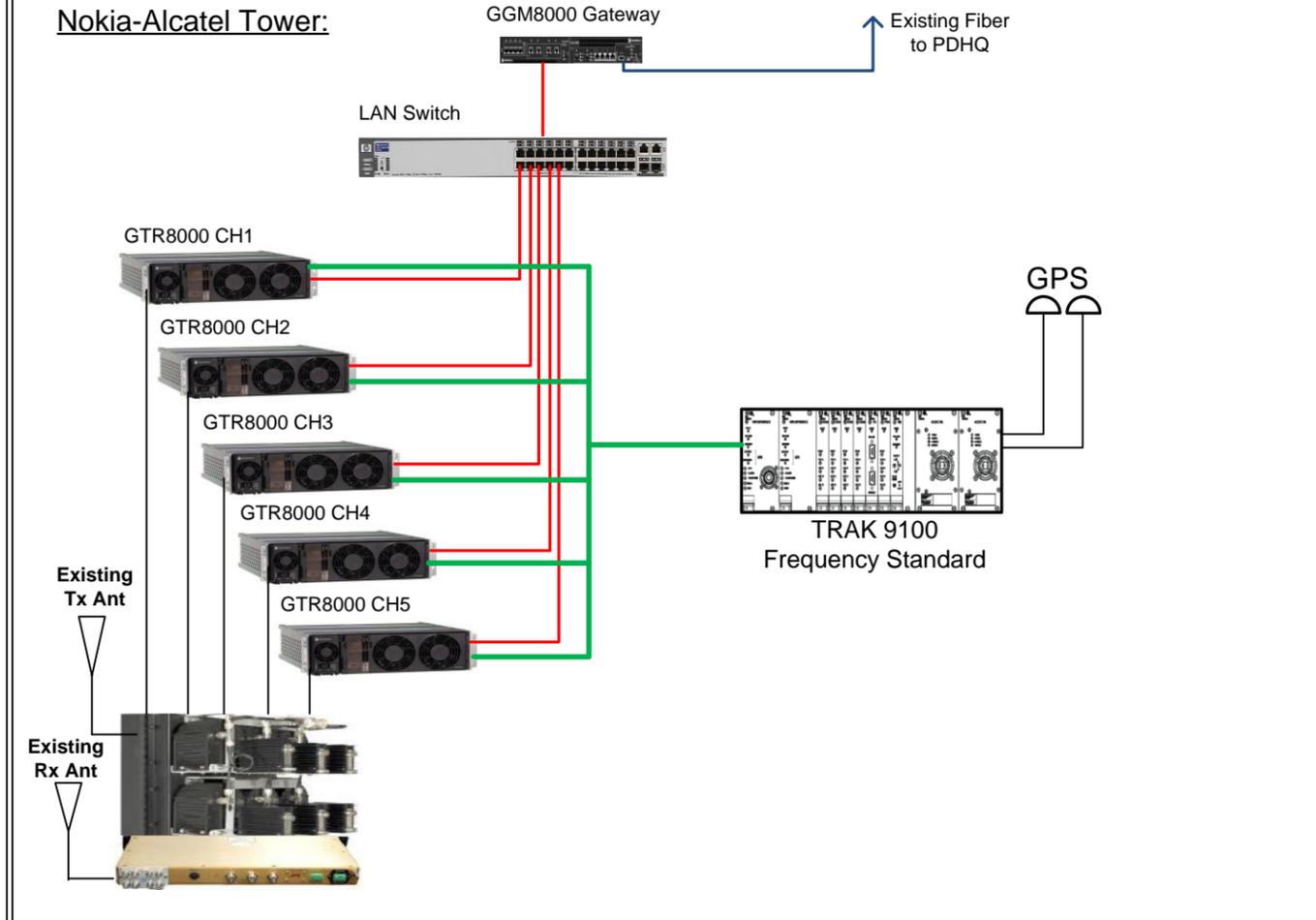


 <b>MOTOROLA</b>					
<b>Summit NJ</b>					
TITLE: <b>UHF P25 Simulcast High Level Overview</b>					
CONTRACT:	ENGINEER:	Felix Paulino	PM:	SCALE:	SIZE:
PROGRAM:	DRAWN:		CHECKED:	SHEET:	REV:
FILE NAME:	DATE:	5-9-2016	CODE IDENT:		

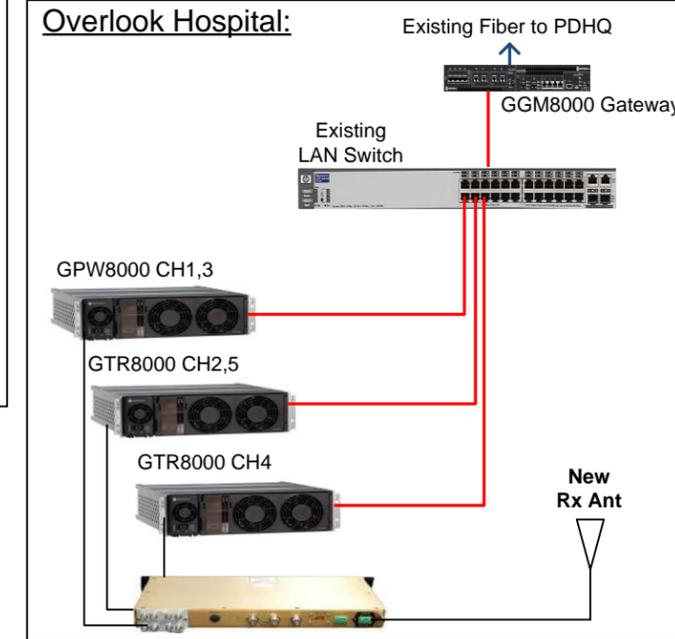
**Summit PD Radio Equipment Room:**



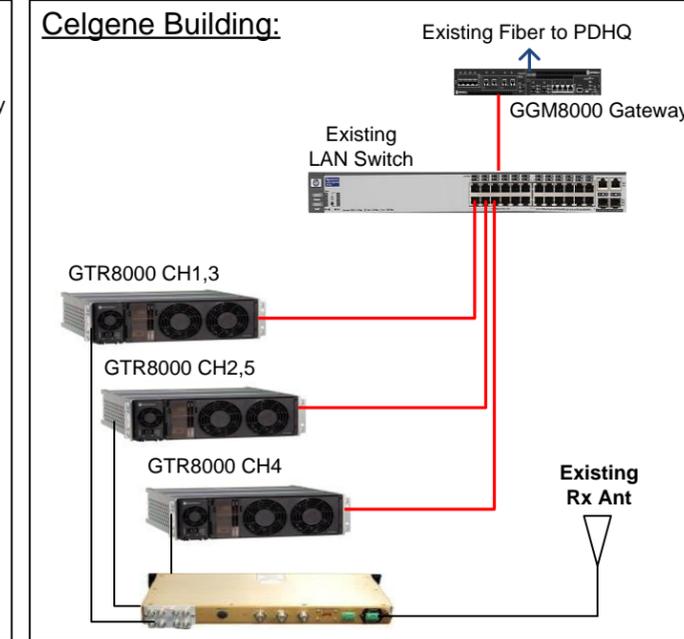
**Nokia-Alcatel Tower:**



**Overlook Hospital:**



**Celgene Building:**



**LEGEND**

- GPS
- Ant Line
- 10/100 BaseT
- > Fiber

**MOTOROLA SOLUTIONS** Territory 2  
Systems Engineering  
Woodcliff Lakes

PROJECT: <b>Summit PD</b>			
TITLE: <b>Summit PD System Diagram</b>			
CONTRACT	ENGINEER F. Paulino	SCALE NONE	
	DATE 5-23-2016		<b>Packet Pg. 259</b>



**STATE OF NEW JERSEY CONTRACT 83909  
MOTOROLA PROCUREMENT PROPOSAL**

**DATE:** June 16, 2016

**SHIP TO:** Summit Police Department

**VENDOR:** MOTOROLA SOLUTIONS, INC.  
PO Box 161  
Wharton, NJ 07885

**ATTENTION:**

**ATTENTION:** Eugene Caulfield  
**PHONE:** 856-649-3445  
**FAX:**

NJ STATE CONTRACT INFO					LIST UNIT	EXT UNIT	NJ STATE	DISC UNIT	DISC		
ITEM	LINE NO	COMMODITY CODE	MODEL	DESCRIPTION	PRICE	PRICE	DISCOUNT	PRICE	EXTENDED		
									PRICE		
00001	725-78-081934		CLN1856	2620-24 ETHERNET SWITCH	1	\$ 2,250.00	\$	2,250.00	20%	\$ 1,800.00	\$ 1,800.00
00001	725-78-081934		DSTRAK91009E	REMOTE SITE REDUNDANT MODULAR FREQUENCY TI	1	\$ -	\$	-	20%	\$ -	\$ -
00001	725-78-081934		DSTRAK91061	FOUR PORT DDM	2	\$ 720.00	\$	1,440.00	20%	\$ 576.00	\$ 1,152.00
00001	725-78-081934		L1700	FSJ1-50A CABLE: 1/4" SUPERFLEX POLY JKT PER FOO	2	\$ 2.25	\$	4.50	20%	\$ 1.80	\$ 3.60
00001	725-78-081934		DDN9769	F1PNM-HC 1/4" TYPE N MALE CONNECTOR FOR FSJ1-	4	\$ 27.25	\$	109.00	20%	\$ 21.80	\$ 87.20
00001	725-78-081934		T7321	GCM 8000 COMPARATOR	1	\$ 3,000.00	\$	3,000.00	20%	\$ 2,400.00	\$ 2,400.00
00001	725-78-081934		CA01183AA	GCM 8000 COMPARATOR	2	\$ 2,500.00	\$	5,000.00	20%	\$ 2,000.00	\$ 4,000.00
00001	725-78-081934		CA01484AC	ASTRO 25 CONVENTIONAL SOFTWARE	2	\$ 10,500.00	\$	21,000.00	20%	\$ 8,400.00	\$ 16,800.00
00001	725-78-081934		CA01502AC	ADD: ASTRO 25 CONV SIMULCAST SW	2	\$ 3,000.00	\$	6,000.00	20%	\$ 2,400.00	\$ 4,800.00
00001	725-78-081934		X153AW	ADD: RACK MOUNT HARDWARE	1	\$ 50.00	\$	50.00	20%	\$ 40.00	\$ 40.00
00001	725-78-081934		T7321	GCM 8000 COMPARATOR	1	\$ 3,000.00	\$	3,000.00	20%	\$ 2,400.00	\$ 2,400.00
00001	725-78-081934		CA01183AA	GCM 8000 COMPARATOR	2	\$ 2,500.00	\$	5,000.00	20%	\$ 2,000.00	\$ 4,000.00
00001	725-78-081934		CA01484AC	ASTRO 25 CONVENTIONAL SOFTWARE	2	\$ 10,500.00	\$	21,000.00	20%	\$ 8,400.00	\$ 16,800.00
00001	725-78-081934		CA01502AC	ADD: ASTRO 25 CONV SIMULCAST SW	2	\$ 3,000.00	\$	6,000.00	20%	\$ 2,400.00	\$ 4,800.00
00001	725-78-081934		X153AW	ADD: RACK MOUNT HARDWARE	1	\$ 50.00	\$	50.00	20%	\$ 40.00	\$ 40.00
00001	725-78-081934		T7321	GCM 8000 COMPARATOR	1	\$ 3,000.00	\$	3,000.00	20%	\$ 2,400.00	\$ 2,400.00
00001	725-78-081934		CA01183AA	GCM 8000 COMPARATOR	1	\$ 2,500.00	\$	2,500.00	20%	\$ 2,000.00	\$ 2,000.00
00001	725-78-081934		CA01484AC	ASTRO 25 CONVENTIONAL SOFTWARE	1	\$ 10,500.00	\$	10,500.00	20%	\$ 8,400.00	\$ 8,400.00
00001	725-78-081934		CA01502AC	ADD: ASTRO 25 CONV SIMULCAST SW	1	\$ 3,000.00	\$	3,000.00	20%	\$ 2,400.00	\$ 2,400.00
00001	725-78-081934		X153AW	ADD: RACK MOUNT HARDWARE	1	\$ 50.00	\$	50.00	20%	\$ 40.00	\$ 40.00
00001	725-78-081934		T7039	GTR 8000 Base Radio	1	\$ -	\$	-	20%	\$ -	\$ -
00001	725-78-081934		X640AL	ADD: UHF R2 (435-524 MHZ)	1	\$ 6,300.00	\$	6,300.00	20%	\$ 5,040.00	\$ 5,040.00
00001	725-78-081934		CA01948AA	ADD: CONVENTIONAL SOFTWARE	1	\$ 12,500.00	\$	12,500.00	20%	\$ 10,000.00	\$ 10,000.00
00001	725-78-081934		CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAST SOFTWA	1	\$ 1,000.00	\$	1,000.00	20%	\$ 800.00	\$ 800.00
00001	725-78-081934		CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET REPEAT	1	\$ 600.00	\$	600.00	20%	\$ 480.00	\$ 480.00
00001	725-78-081934		X153AW	ADD: RACK MOUNT HARDWARE	1	\$ 50.00	\$	50.00	20%	\$ 40.00	\$ 40.00
00001	725-78-081934		T7039	GTR 8000 Base Radio	1	\$ -	\$	-	20%	\$ -	\$ -
00001	725-78-081934		X640AL	ADD: UHF R2 (435-524 MHZ)	1	\$ 6,300.00	\$	6,300.00	20%	\$ 5,040.00	\$ 5,040.00
00001	725-78-081934		CA01948AA	ADD: CONVENTIONAL SOFTWARE	1	\$ 12,500.00	\$	12,500.00	20%	\$ 10,000.00	\$ 10,000.00
00001	725-78-081934		CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAST SOFTWA	1	\$ 1,000.00	\$	1,000.00	20%	\$ 800.00	\$ 800.00

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00001	725-78-081934	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET REPEAT	1	\$	600.00	\$	600.00	20%	\$	480.00	\$	480.00
00001	725-78-081934	X153AW	ADD: RACK MOUNT HARDWARE	1	\$	50.00	\$	50.00	20%	\$	40.00	\$	40.00
00001	725-78-081934	T7039	GTR 8000 Base Radio	1	\$	-	\$	-	20%	\$	-	\$	-
00001	725-78-081934	X640AL	ADD: UHF R2 (435-524 MHZ)	1	\$	6,300.00	\$	6,300.00	20%	\$	5,040.00	\$	5,040.00
00001	725-78-081934	CA01948AA	ADD: CONVENTIONAL SOFTWARE	1	\$	12,500.00	\$	12,500.00	20%	\$	10,000.00	\$	10,000.00
00001	725-78-081934	CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAST SOFTWA	1	\$	1,000.00	\$	1,000.00	20%	\$	800.00	\$	800.00
00001	725-78-081934	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET REPEAT	1	\$	600.00	\$	600.00	20%	\$	480.00	\$	480.00
00001	725-78-081934	X153AW	ADD: RACK MOUNT HARDWARE	1	\$	50.00	\$	50.00	20%	\$	40.00	\$	40.00
00001	725-78-081934	T7039	GTR 8000 Base Radio	1	\$	-	\$	-	20%	\$	-	\$	-
00001	725-78-081934	X640AL	ADD: UHF R2 (435-524 MHZ)	1	\$	6,300.00	\$	6,300.00	20%	\$	5,040.00	\$	5,040.00
00001	725-78-081934	CA01948AA	ADD: CONVENTIONAL SOFTWARE	1	\$	12,500.00	\$	12,500.00	20%	\$	10,000.00	\$	10,000.00
00001	725-78-081934	CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAST SOFTWA	1	\$	1,000.00	\$	1,000.00	20%	\$	800.00	\$	800.00
00001	725-78-081934	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET REPEAT	1	\$	600.00	\$	600.00	20%	\$	480.00	\$	480.00
00001	725-78-081934	X153AW	ADD: RACK MOUNT HARDWARE	1	\$	50.00	\$	50.00	20%	\$	40.00	\$	40.00
00001	725-78-081934	T7039	GTR 8000 Base Radio	1	\$	-	\$	-	20%	\$	-	\$	-
00001	725-78-081934	X640AL	ADD: UHF R2 (435-524 MHZ)	1	\$	6,300.00	\$	6,300.00	20%	\$	5,040.00	\$	5,040.00
00001	725-78-081934	CA01948AA	ADD: CONVENTIONAL SOFTWARE	1	\$	12,500.00	\$	12,500.00	20%	\$	10,000.00	\$	10,000.00
00001	725-78-081934	CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAST SOFTWA	1	\$	1,000.00	\$	1,000.00	20%	\$	800.00	\$	800.00
00001	725-78-081934	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET REPEAT	1	\$	600.00	\$	600.00	20%	\$	480.00	\$	480.00
00001	725-78-081934	X153AW	ADD: RACK MOUNT HARDWARE	1	\$	50.00	\$	50.00	20%	\$	40.00	\$	40.00
00001	725-78-081934	CA02684AA	ADD: AC ONLY POWER DISTRIBUTION	1	\$	-	\$	-	20%	\$	-	\$	-
00001	725-78-081934	DS3500072	NEMA 5-20 TO IEC C15 CORD, 10 FT FOR GTR RACKS	6	\$	84.00	\$	504.00	20%	\$	67.20	\$	403.20
00001	725-78-081934	TRN7343	SEVEN AND A HALF FOOT RACK	1	\$	495.00	\$	495.00	20%	\$	396.00	\$	396.00
00001	725-78-081934	DSSC381HF3LDF	LOW PIM UHF BROAD BAND COLLINER OMNI, 6 DBD,	2	\$	4,955.00	\$	9,910.00	20%	\$	3,964.00	\$	7,928.00
00001	725-78-081934	DSSPS1822TR	UHF HYBRID COMBINER WITH MULTICOUPLER	1	\$	14,883.00	\$	14,883.00	20%	\$	11,906.40	\$	11,906.40
00001	725-78-081934	L3617	7/8IN HELIAX VIRTUAL AIR FOAM FILLED CORREGATE	500	\$	8.40	\$	4,200.00	20%	\$	6.72	\$	3,360.00
00001	725-78-081934	DSTRAK91009E	REMOTE SITE REDUNDANT MODULAR FREQUENCY TI	1	\$	30,066.00	\$	30,066.00	20%	\$	24,052.80	\$	24,052.80
00001	725-78-081934	DSTRAK91061	FOUR PORT DDM	2	\$	720.00	\$	1,440.00	20%	\$	576.00	\$	1,152.00
00001	725-78-081934	L1700	FSJ1-50A CABLE: 1/4" SUPERFLEX POLY JKT PER FOO	2	\$	2.25	\$	4.50	20%	\$	1.80	\$	3.60
00001	725-78-081934	DDN9769	F1PNM-HC 1/4" TYPE N MALE CONNECTOR FOR FSJ1-	4	\$	27.25	\$	109.00	20%	\$	21.80	\$	87.20
00001	725-78-081934	SQM01SUM0205	GGM 8000 GATEWAY	1	\$	4,200.00	\$	4,200.00	20%	\$	3,360.00	\$	3,360.00
00001	725-78-081934	CA01616AA	ADD: AC POWER	1	\$	-	\$	-	20%	\$	-	\$	-
00001	725-78-081934	CLN1856	2620-24 ETHERNET SWITCH	1	\$	2,250.00	\$	2,250.00	20%	\$	1,800.00	\$	1,800.00
00001	725-78-081934	T7039	GTR 8000 Base Radio	1	\$	-	\$	-	20%	\$	-	\$	-
00001	725-78-081934	X640AL	ADD: UHF R2 (435-524 MHZ)	1	\$	6,300.00	\$	6,300.00	20%	\$	5,040.00	\$	5,040.00
00001	725-78-081934	CA01948AA	ADD: CONVENTIONAL SOFTWARE	1	\$	12,500.00	\$	12,500.00	20%	\$	10,000.00	\$	10,000.00
00001	725-78-081934	CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAST SOFTWA	1	\$	1,000.00	\$	1,000.00	20%	\$	800.00	\$	800.00
00001	725-78-081934	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET REPEAT	1	\$	600.00	\$	600.00	20%	\$	480.00	\$	480.00
00001	725-78-081934	X153AW	ADD: RACK MOUNT HARDWARE	1	\$	50.00	\$	50.00	20%	\$	40.00	\$	40.00
00001	725-78-081934	T7039	GTR 8000 Base Radio	1	\$	-	\$	-	20%	\$	-	\$	-
00001	725-78-081934	X640AL	ADD: UHF R2 (435-524 MHZ)	1	\$	6,300.00	\$	6,300.00	20%	\$	5,040.00	\$	5,040.00
00001	725-78-081934	CA01948AA	ADD: CONVENTIONAL SOFTWARE	1	\$	12,500.00	\$	12,500.00	20%	\$	10,000.00	\$	10,000.00
00001	725-78-081934	CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAST SOFTWA	1	\$	1,000.00	\$	1,000.00	20%	\$	800.00	\$	800.00
00001	725-78-081934	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET REPEAT	1	\$	600.00	\$	600.00	20%	\$	480.00	\$	480.00
00001	725-78-081934	X153AW	ADD: RACK MOUNT HARDWARE	1	\$	50.00	\$	50.00	20%	\$	40.00	\$	40.00
00001	725-78-081934	T7039	GTR 8000 Base Radio	1	\$	-	\$	-	20%	\$	-	\$	-
00001	725-78-081934	X640AL	ADD: UHF R2 (435-524 MHZ)	1	\$	6,300.00	\$	6,300.00	20%	\$	5,040.00	\$	5,040.00
00001	725-78-081934	CA01948AA	ADD: CONVENTIONAL SOFTWARE	1	\$	12,500.00	\$	12,500.00	20%	\$	10,000.00	\$	10,000.00
00001	725-78-081934	CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAST SOFTWA	1	\$	1,000.00	\$	1,000.00	20%	\$	800.00	\$	800.00
00001	725-78-081934	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET REPEAT	1	\$	600.00	\$	600.00	20%	\$	480.00	\$	480.00

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00001	725-78-081934	X153AW	ADD: RACK MOUNT HARDWARE	1	\$	50.00	\$	50.00	20%	\$	40.00	\$	40.00
00001	725-78-081934	T7039	GTR 8000 Base Radio	1	\$	-	\$	-	20%	\$	-	\$	-
00001	725-78-081934	X640AL	ADD: UHF R2 (435-524 MHZ)	1	\$	6,300.00	\$	6,300.00	20%	\$	5,040.00	\$	5,040.00
00001	725-78-081934	CA01948AA	ADD: CONVENTIONAL SOFTWARE	1	\$	12,500.00	\$	12,500.00	20%	\$	10,000.00	\$	10,000.00
00001	725-78-081934	CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAST SOFTWA	1	\$	1,000.00	\$	1,000.00	20%	\$	800.00	\$	800.00
00001	725-78-081934	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET REPEAT	1	\$	600.00	\$	600.00	20%	\$	480.00	\$	480.00
00001	725-78-081934	X153AW	ADD: RACK MOUNT HARDWARE	1	\$	50.00	\$	50.00	20%	\$	40.00	\$	40.00
00001	725-78-081934	T7039	GTR 8000 Base Radio	1	\$	-	\$	-	20%	\$	-	\$	-
00001	725-78-081934	X640AL	ADD: UHF R2 (435-524 MHZ)	1	\$	6,300.00	\$	6,300.00	20%	\$	5,040.00	\$	5,040.00
00001	725-78-081934	CA01948AA	ADD: CONVENTIONAL SOFTWARE	1	\$	12,500.00	\$	12,500.00	20%	\$	10,000.00	\$	10,000.00
00001	725-78-081934	CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAST SOFTWA	1	\$	1,000.00	\$	1,000.00	20%	\$	800.00	\$	800.00
00001	725-78-081934	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET REPEAT	1	\$	600.00	\$	600.00	20%	\$	480.00	\$	480.00
00001	725-78-081934	X153AW	ADD: RACK MOUNT HARDWARE	1	\$	50.00	\$	50.00	20%	\$	40.00	\$	40.00
00001	725-78-081934	DS3500072	NEMA 5-20 TO IEC C15 CORD, 10 FT FOR GTR RACKS	6	\$	84.00	\$	504.00	20%	\$	67.20	\$	403.20
00001	725-78-081934	DSCAB09617R	SCHROFF 29UX600X600 EURORACK ASSEMBLY	1	\$	2,886.00	\$	2,886.00	20%	\$	2,308.80	\$	2,308.80
00001	725-78-081934	DSSPS1822TR	UHF HYBRID COMBINER WITH MULTICOUPLER	1	\$	14,883.00	\$	14,883.00	20%	\$	11,906.40	\$	11,906.40
00001	725-78-081934	SQM01SUM0205	GGM 8000 GATEWAY	1	\$	4,200.00	\$	4,200.00	20%	\$	3,360.00	\$	3,360.00
00001	725-78-081934	CA01616AA	ADD: AC POWER	1	\$	-	\$	-	20%	\$	-	\$	-
00001	725-78-081934	CLN1856	2620-24 ETHERNET SWITCH	1	\$	2,250.00	\$	2,250.00	20%	\$	1,800.00	\$	1,800.00
00001	725-78-081934	T7540	GPW 8000 RECEIVER	1	\$	1,000.00	\$	1,000.00	20%	\$	800.00	\$	800.00
00001	725-78-081934	X302AR	ADD: QTY 2 GPW 8000 RECEIVER	1	\$	800.00	\$	800.00	20%	\$	640.00	\$	640.00
00001	725-78-081934	X640AN	ADD: UHF R2 (435-524 MHZ)	2	\$	3,200.00	\$	6,400.00	20%	\$	2,560.00	\$	5,120.00
00001	725-78-081934	CA01948AB	ADD: CONVENTIONAL SOFTWARE R/X ONLY	2	\$	2,000.00	\$	4,000.00	20%	\$	1,600.00	\$	3,200.00
00001	725-78-081934	X153AW	ADD: RACK MOUNT HARDWARE	2	\$	50.00	\$	100.00	20%	\$	40.00	\$	80.00
00001	725-78-081934	T7540	GPW 8000 RECEIVER	1	\$	1,000.00	\$	1,000.00	20%	\$	800.00	\$	800.00
00001	725-78-081934	X302AR	ADD: QTY 2 GPW 8000 RECEIVER	1	\$	800.00	\$	800.00	20%	\$	640.00	\$	640.00
00001	725-78-081934	X640AN	ADD: UHF R2 (435-524 MHZ)	2	\$	3,200.00	\$	6,400.00	20%	\$	2,560.00	\$	5,120.00
00001	725-78-081934	CA01948AB	ADD: CONVENTIONAL SOFTWARE R/X ONLY	2	\$	2,000.00	\$	4,000.00	20%	\$	1,600.00	\$	3,200.00
00001	725-78-081934	X153AW	ADD: RACK MOUNT HARDWARE	2	\$	50.00	\$	100.00	20%	\$	40.00	\$	80.00
00001	725-78-081934	T7540	GPW 8000 RECEIVER	1	\$	1,000.00	\$	1,000.00	20%	\$	800.00	\$	800.00
00001	725-78-081934	X302AR	ADD: QTY 2 GPW 8000 RECEIVER	1	\$	800.00	\$	800.00	20%	\$	640.00	\$	640.00
00001	725-78-081934	X640AN	ADD: UHF R2 (435-524 MHZ)	1	\$	3,200.00	\$	3,200.00	20%	\$	2,560.00	\$	2,560.00
00001	725-78-081934	CA01948AB	ADD: CONVENTIONAL SOFTWARE R/X ONLY	1	\$	2,000.00	\$	2,000.00	20%	\$	1,600.00	\$	1,600.00
00001	725-78-081934	X153AW	ADD: RACK MOUNT HARDWARE	1	\$	50.00	\$	50.00	20%	\$	40.00	\$	40.00
00001	725-78-081934	TRN7343	SEVEN AND A HALF FOOT RACK	1	\$	495.00	\$	495.00	20%	\$	396.00	\$	396.00
00001	725-78-081934	DSSC381HF3LDF	LOW PIM UHF BROAD BAND COLLINEAR OMNI, 6 DBD,	1	\$	4,955.00	\$	4,955.00	20%	\$	3,964.00	\$	3,964.00
00001	725-78-081934	DSSPS1822R	UHF RECEIVE FILTER AND MULTICOUPLER	1	\$	9,695.00	\$	9,695.00	20%	\$	7,756.00	\$	7,756.00
00001	725-78-081934	L3617	7/8IN HELIAX VIRTUAL AIR FOAM FILLED CORREGATE	150	\$	8.40	\$	1,260.00	20%	\$	6.72	\$	1,008.00
00001	725-78-081934	SQM01SUM0205	GGM 8000 GATEWAY	1	\$	4,200.00	\$	4,200.00	20%	\$	3,360.00	\$	3,360.00
00001	725-78-081934	CA01616AA	ADD: AC POWER	1	\$	-	\$	-	20%	\$	-	\$	-
00001	725-78-081934	CLN1856	2620-24 ETHERNET SWITCH	1	\$	2,250.00	\$	2,250.00	20%	\$	1,800.00	\$	1,800.00
00001	725-78-081934	T7540	GPW 8000 RECEIVER	1	\$	1,000.00	\$	1,000.00	20%	\$	800.00	\$	800.00
00001	725-78-081934	X302AR	ADD: QTY 2 GPW 8000 RECEIVER	1	\$	800.00	\$	800.00	20%	\$	640.00	\$	640.00
00001	725-78-081934	X640AN	ADD: UHF R2 (435-524 MHZ)	2	\$	3,200.00	\$	6,400.00	20%	\$	2,560.00	\$	5,120.00
00001	725-78-081934	CA01948AB	ADD: CONVENTIONAL SOFTWARE R/X ONLY	2	\$	2,000.00	\$	4,000.00	20%	\$	1,600.00	\$	3,200.00
00001	725-78-081934	X153AW	ADD: RACK MOUNT HARDWARE	2	\$	50.00	\$	100.00	20%	\$	40.00	\$	80.00
00001	725-78-081934	T7540	GPW 8000 RECEIVER	1	\$	1,000.00	\$	1,000.00	20%	\$	800.00	\$	800.00
00001	725-78-081934	X302AR	ADD: QTY 2 GPW 8000 RECEIVER	1	\$	800.00	\$	800.00	20%	\$	640.00	\$	640.00
00001	725-78-081934	X640AN	ADD: UHF R2 (435-524 MHZ)	2	\$	3,200.00	\$	6,400.00	20%	\$	2,560.00	\$	5,120.00

00001	725-78-081934	CA01948AB	ADD: CONVENTIONAL SOFTWARE R/X ONLY	2	\$	2,000.00	\$	4,000.00	20%	\$	1,600.00	\$	3,200.00
00001	725-78-081934	X153AW	ADD: RACK MOUNT HARDWARE	2	\$	50.00	\$	100.00	20%	\$	40.00	\$	80.00
00001	725-78-081934	T7540	GPW 8000 RECEIVER	1	\$	1,000.00	\$	1,000.00	20%	\$	800.00	\$	800.00
00001	725-78-081934	X302AR	ADD: QTY 2 GPW 8000 RECEIVER	1	\$	800.00	\$	800.00	20%	\$	640.00	\$	640.00
00001	725-78-081934	X640AN	ADD: UHF R2 (435-524 MHZ)	1	\$	3,200.00	\$	3,200.00	20%	\$	2,560.00	\$	2,560.00
00001	725-78-081934	CA01948AB	ADD: CONVENTIONAL SOFTWARE R/X ONLY	1	\$	2,000.00	\$	2,000.00	20%	\$	1,600.00	\$	1,600.00
00001	725-78-081934	X153AW	ADD: RACK MOUNT HARDWARE	1	\$	50.00	\$	50.00	20%	\$	40.00	\$	40.00
00001	725-78-081934	TRN7343	SEVEN AND A HALF FOOT RACK	1	\$	495.00	\$	495.00	20%	\$	396.00	\$	396.00
00001	725-78-081934	DSSPS1822R	UHF RECEIVE FILTER AND MULTICOUPLER	1	\$	9,695.00	\$	9,695.00	20%	\$	7,756.00	\$	7,756.00
00001	725-78-081934	B1939	MCC 7100 IP Dispatch Position Main Model	1	\$	-	\$	-	20%	\$	-	\$	-
00001	725-78-081934	CA01642AB	ADD: MCC 7100 BASIC CONSOLE FUNCTIONALITY SOF	1	\$	4,000.00	\$	4,000.00	20%	\$	3,200.00	\$	3,200.00
00001	725-78-081934	B1940	MCC 7100 DVD	1	\$	250.00	\$	250.00	20%	\$	200.00	\$	200.00
00001	725-78-081934	DSEV221	TECH GLOBAL EVOLUTION SERIES 22INCH WITH TOU	1	\$	3,378.00	\$	3,378.00	20%	\$	2,702.40	\$	2,702.40
00001	725-78-081934	TT2833	COMPUTER, Z440 WORKSTATION WINDOWS 7 (NON R	1	\$	2,950.00	\$	2,950.00	20%	\$	2,360.00	\$	2,360.00
00001	725-78-081934	DSCDN6171B	TRACKERBALL (ONLY PS/2 & USB COMPATIBLE)	1	\$	439.00	\$	439.00	20%	\$	351.20	\$	351.20
00001	725-78-081934	CDN6673	CREATIVE LABS INSPIRE A60	1	\$	46.00	\$	46.00	20%	\$	36.80	\$	36.80
00001	725-78-081934	B1941	USB AUDIO INTERFACE MODULE	1	\$	1,900.00	\$	1,900.00	20%	\$	1,520.00	\$	1,520.00
00001	725-78-081934	B1914	MCC SERIES DESKTOP GOOSENECK MICROPHONE	1	\$	250.00	\$	250.00	20%	\$	200.00	\$	200.00
00001	725-78-081934	B1913	MCC SERIES HEADSET JACK	2	\$	200.00	\$	400.00	20%	\$	160.00	\$	320.00
00001	725-78-081934	RLN6098	HDST MODULE BASE W/PTT, 15' CBL	1	\$	210.00	\$	210.00	20%	\$	168.00	\$	168.00
00001	725-78-081934	RMN5079B	SUPRAPLUS DUAL MUFF HEADSET	1	\$	117.00	\$	117.00	20%	\$	93.60	\$	93.60
00001	725-78-081934	DSTWIN6328A	PROVIDES ONE DUAL PEDAL FOOTSWITCH FOR USE	1	\$	290.00	\$	290.00	20%	\$	232.00	\$	232.00
00001	725-78-081934	T7885	MCAFFEE WINDOWS AV CLIENT	1	\$	165.00	\$	165.00	20%	\$	132.00	\$	132.00
00001	725-78-081934	B1942	MCC7100 SOFTWARE LICENSING	1	\$	-	\$	-	20%	\$	-	\$	-
00001	725-78-081934	UA00251AA	ADD: 15 CHANNEL SW LICENSE	1	\$	7,500.00	\$	7,500.00	20%	\$	6,000.00	\$	6,000.00
00001	725-78-081934	UA00253AA	ADD: MCC 7100 INSTANT RECALL RECORDER LICENS	1	\$	1,200.00	\$	1,200.00	20%	\$	960.00	\$	960.00
00001	725-78-081934	T7537B	KVL 4000 PDA SNAP-ON	1	\$	1,250.00	\$	1,250.00	20%	\$	1,000.00	\$	1,000.00
00001	725-78-081934	U239AD	ADD: ASTRO 25 MODE	1	\$	250.00	\$	250.00	20%	\$	200.00	\$	200.00
00001	725-78-081934	CA00243AG	ADD: ADP PRIVACY	1	\$	300.00	\$	300.00	20%	\$	240.00	\$	240.00
00001	725-78-081934	QA01767AA	ADD: KVL RADIO AUTHENTICATION	1	\$	500.00	\$	500.00	20%	\$	400.00	\$	400.00
00001	725-78-081934	CA01598AA	ADD: AC LINE CORD US	1	\$	11.00	\$	11.00	20%	\$	8.80	\$	8.80
00001	725-78-081934	C725AA	ADD: KEYLOAD CABLE FOR APX PORTABLE	1	\$	75.00	\$	75.00	20%	\$	60.00	\$	60.00
00001	725-78-081934	CA01803	ADD: KVL 4000 SLEEVE COVER	1	\$	75.00	\$	75.00	20%	\$	60.00	\$	60.00
00001	725-78-081934	C724	CABLE, KEYLOAD	1	\$	75.00	\$	75.00	20%	\$	60.00	\$	60.00
00001	725-78-081934	C543	ADD: CABLE FOR RNC, DIU, MGE	1	\$	84.00	\$	84.00	20%	\$	67.20	\$	67.20
00001	725-78-081934	CDN6224	SNAP ON PLUG, RJ-45 PACK OF 10	20	\$	59.00	\$	1,180.00	20%	\$	47.20	\$	944.00
00001	725-78-081934	CDN6220	10 BASE-T PVC CABLE 500 FT	2	\$	300.00	\$	600.00	20%	\$	240.00	\$	480.00
00001	725-78-081934	0385855Y01	SCREW 12-24 TRD FORM	300	\$	12.75	\$	3,825.00	20%	\$	10.20	\$	3,060.00
00001	725-78-081934	0784469Y02	BRKT, CBL SUPPOT	12	\$	99.75	\$	1,197.00	20%	\$	79.80	\$	957.60
00001	725-78-081934	3182602Y06	GROUNDING BUS BAR	3	\$	97.50	\$	292.50	20%	\$	78.00	\$	234.00
00001	725-78-081934	0310909C91	SCR LCK M6X1X13 STARPAN STL	50	\$	10.00	\$	500.00	20%	\$	8.00	\$	400.00
00001	725-78-081934	B1941	USB AUDIO INTERFACE MODULE	1	\$	1,900.00	\$	1,900.00	20%	\$	1,520.00	\$	1,520.00
00001	725-78-081934	CDN6673	CREATIVE LABS INSPIRE A60	1	\$	46.00	\$	46.00	20%	\$	36.80	\$	36.80
00001	725-78-081934	B1914	MCC SERIES DESKTOP GOOSENECK MICROPHONE	1	\$	250.00	\$	250.00	20%	\$	200.00	\$	200.00
00001	725-78-081934	B1913	MCC SERIES HEADSET JACK	1	\$	200.00	\$	200.00	20%	\$	160.00	\$	160.00
00001	725-78-081934	DLN6966	FRU: GCP 8000/GCM 8000/GPB 8000	1	\$	2,500.00	\$	2,500.00	20%	\$	2,000.00	\$	2,000.00
00001	725-78-081934	DSTRAK91061	FOUR PORT DDM	1	\$	720.00	\$	720.00	20%	\$	576.00	\$	576.00

00001	725-78-081934	DLN6886	FRU: XCVR UHF R2 V2 W/OPTION CARD	1	\$	4,000.00	\$	4,000.00	20%	\$	3,200.00	\$	3,200.00
00001	725-78-081934	DLN6781	FRU: POWER SUPPLY	1	\$	2,200.00	\$	2,200.00	20%	\$	1,760.00	\$	1,760.00
00001	725-78-081934	DLN6898	FRU: FAN MODULE	1	\$	206.00	\$	206.00	20%	\$	164.80	\$	164.80
00001	725-78-081934	DLN6896	FRU: PA UHF R2	1	\$	1,200.00	\$	1,200.00	20%	\$	960.00	\$	960.00

00027 920-46-085647 Warranty - 24x7 365 1 \$ 31,662.00 \$ 31,662.00 0% \$ 31,662.00 \$ 31,662.00

00028 925-36-085646 Installation, Configuration, Engineering 142 \$ 1,635.00 \$ 232,170.00 0% \$ 1,635.00 \$ 232,170.00

\$ 690,323.60

1. Terms and Prices are quoted from the NJ State Contract - 83909  
 2. Quotation By: Eugene Caulfield Senior Account Manager - Motorola, Inc.

Resolution (ID # 4635)  
December 6, 2016

**AUTHORIZE EXECUTION - EMERGENCY MANAGEMENT AGENCY ASSISTANCE  
GRANT APPLICATION**

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

That the proper City officials be and they are hereby authorized to submit an Emergency Management Agency Assistance online sub-grant application through the Union County Office of Emergency Management administered by the New Jersey Office of Emergency Management Emergency Response Bureau for \$9,400.00, with no anticipated local share.

Dated: December 6, 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, December 6, 2016.

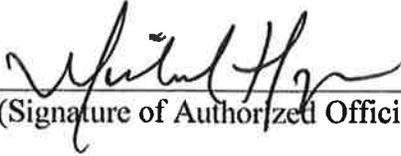
City Clerk

**APPLICATION AUTHORIZATION**

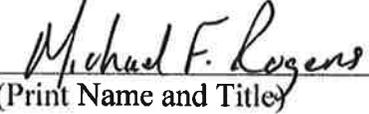
I certify that the information in this application is true and correct, that the undersigned possesses the authority to apply for this grant, and that the applicant will comply with all Conditions and Assurances associated with this program.

The undersigned gives authorization to submit the application to the State of New Jersey, Division of State Police for the following subaward project:

**Emergency Management Performance Grant – Emergency Management Agency Assistance Subaward Program for FY2016**

  
\_\_\_\_\_  
(Signature of Authorized Official)

  
\_\_\_\_\_  
(Date)

  
\_\_\_\_\_  
(Print Name and Title)

  
\_\_\_\_\_  
(Name of Unit of Government)

Attachment: EMAA Grant (4635 : Authorize Execution - Emergency Management Agency Assistance Grant Application)

DEPARTMENT OF LAW & PUBLIC SAFETY DEBARMENT AND SUSPENSION  
CERTIFICATION

Applicant/Subrecipient: City of Summit OEM

DUNS Number: 052718467

Federal funds cannot be awarded to entities that are excluded or disqualified from participating in federal contracts or grants. The State of New Jersey, Department of Law and Public Safety, Consolidated Grants Management Office requires that all subrecipients certify that they are not excluded from receiving federal funds. Please have your Project Director or designee complete this certification and return it with your completed application package. Packages received without a completed certification will be considered incomplete.

**Proof of eligibility for federal funds must be attached.** You may access and search your agency through the Federal System For Award Management (SAM) website at:

<https://www.sam.gov/>

**The prospective lower tier participant certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from receiving federal funds by any federal department or agency.**

Printed Name of Project Director or designee: Donald Nelson

Title: OEM Coordinator City of Summit

Signature: Donald Nelson

Date: 11/10/2016

Attachment: EMAA Grant (4635 : Authorize Execution - Emergency Management Agency Assistance Grant Application)



Donald Nelson

LOGOUT

# Entity Dashboard

Entity Overview

## Entity Registration

- [Core Data](#)
- [Assertions](#)
- [Reps & Certs](#)
- [POCs](#)

## Exclusions

- [Active Exclusions](#)
- [Inactive Exclusions](#)
- [Excluded Family Members](#)

RETURN TO SEARCH

## SUMMIT, CITY OF

DUNS: 052718467 CAGE Code: 6G3F8

Status: Active

512 SPRINGFIELD AVE  
SUMMIT, NJ, 07901-2607,  
UNITED STATES

Expiration Date: 11/09/2017

Purpose of Registration: All Awards

## Entity Registration

## Entity Registration

Please see below for the entire Entity Registration record. If you would like have a copy of this list please use the Print button.

PRINT

Current Record

VIEW SELECTED RECORD

DUNS Number:  
D&B Legal Business Name:  
Doing Business As:052718467  
SUMMIT, CITY OF  
(none)

## Core Data

[\[Expand All\]](#) | [\[Collapse All\]](#)

## Business &amp; TIN Information:

## Business Information:

Business Start Date:	04/11/1899
Fiscal Year End Close Date:	12/31
Company Division Name:	DEPARTMENT OF COMMUNITY SERVICES
Company Division Number:	
Corporate URL:	http://www.cityofsummit.org
Congressional District:	NJ 07
Initial Registration Date:	07/11/2011
Submission Date:	11/09/2016
Activation Date:	11/10/2016
Expiration Date:	11/09/2017

## Physical Address:

Address Line 1:	512 SPRINGFIELD AVE
City:	SUMMIT
State/Province:	NJ
Country:	UNITED STATES
ZIP/Postal Code:	07901 - 2607

## Mailing Address:

Address Line 1:	512 SPRINGFIELD AVENUE
Address Line 2:	CITY OF SUMMIT, DEPT. OF COMMUNITY SERVICES
City:	SUMMIT
State/Province:	NJ
Country:	UNITED STATES
ZIP/Postal Code:	07901 - 2607

## CAGE/NCAGE Code

CAGE: 6G3F8

Does this entity have an Immediate Owner? No

Does this entity have any Predecessors? No

## General Information

Country of Incorporation:  
State of Incorporation:

## Business Types

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the [SBA's Dynamic Small Business Search](#) if the entity completed the SBA Supplemental Pages during registration.

**Government Type**

City

Municipality

**U.S. Local Government****Entity Structure**

U.S. Government Entity

**Entity Type**

US Local Government

**Purpose of Registration**

All Awards

**Financial Information**

Do you accept credit cards as a method of payment? No

**Account Details:**

CAGE Code: 6G3F8

**Electronic Funds Transfer:****Automated Clearing House (ACH):****Executive Compensation Questions**

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

**Proceedings Questions**

Registrants in the System for Award Management (SAM) respond to Proceedings questions in accordance with FAR 52.209-7, FAR 52.209-8, or 2.C.F.R. 200 Appendix XII. Their responses are not displayed in SAM. They are sent to FAPIIS.gov for display as applicable. Maintaining an active registration in SAM demonstrates the registrant responded to the proceedings questions.

**Information Opt-Out**

I authorize my entity's information to be displayed in SAM's Public Search:

Yes

**Assertions**[\[Expand All\]](#) | [\[Collapse All\]](#)**Goods & Services:****NAICS Codes Selected:**

Primary	NAICS Code	Description
Yes	921190	OTHER GENERAL GOVERNMENT SUPPORT

**PSC Codes Selected:**

PSC Code	Description
----------	-------------

**Size Metrics****World Wide:****Location (Optional):****EDI Information**

Do you wish to enter EDI Information for your non-government entity? -

#### Disaster Response Information

Do you wish to be included in the Disaster Response Registry? No  
Does your company require bonding to bid on Contracts?

**Geographic Area Served:**

#### Representations and Certifications

[Expand All] | [Collapse All]

#### Representations and Certifications:

I have read each of the FAR and DFARS provisions presented below. By submitting this certification I, Aaron Schrage, am attesting to the accuracy of the representations and certifications contained herein, including the entire NAICS table. I understand that I may be subject to penalties if I misrepresent SUMMIT, CITY OF in any of the below representations or certifications to the Government.

**READ ONLY PROVISIONS** - The following FAR and DFARS provisions are provided for you to read. They do not require completion of any data. Select the provision number to expand and review the full text. When certifying to the information on this page, you are also certifying that you have read each one of these provisions.

[FAR 52.203-11](#): Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions

[FAR 52.209-10](#): Prohibition on Contracting with Inverted Domestic Corporations.

[FAR 52.212-5](#): Contract Terms and Conditions Required to Implement Statutes or Executive Orders-Commercial Items.

[FAR 52.222-38](#): Compliance with Veterans' Employment Reporting Requirements

[FAR 52.222-50](#): Combating Trafficking in Persons

[FAR 52.222-56](#): Certification Regarding Trafficking in Persons Compliance Plan.

[FAR 52.223-1](#): Bloated Product Certification

[FAR 52.225-20](#): Prohibition on Conducting Restricted Business Operations in Sudan-Certification

[FAR 52.225-25](#): Prohibition on Contracting with Entities Engaging in Certain Activities or Transactions Relating to Iran - Representation and Certifications

[FAR 52.227-6](#): Royalty Information (Alternate 1)

The FAR and DFARS provisions shown below have been populated based on data you provided earlier in your registration. Please open and review each provision before you proceed from this page. If you need to correct any data, a link will be provided to the relevant page for editing.

[FAR 52.203-2](#): Certificate of Independent Price Determination.

[FAR 52.204-3](#): Taxpayer Identification

[FAR 52.204-5](#): Women-Owned Business (Other Than Small Business)

[FAR 52.204-17](#): Ownership or Control of Offeror

[FAR 52.204-20](#): Predecessor of Offeror

[FAR 52.209-2](#): Prohibition on Contracting with Inverted Domestic Corporations-Representation

[FAR 52.209-5](#): Certification Regarding Responsibility Matters

[FAR 52.209-11](#): Representation by Corporations Regarding Delinquent Tax Liability or a Felony Conviction under any Federal Law

[FAR 52.212-3](#): Offeror Representations and Certifications -Commercial Items (Alternate 1)

If no NAICS table is displayed, this registrant may not be considered a small business.

[FAR 52.214-14](#): Place of Performance-Sealed Bidding

FAR 52.215-6: Place of Performance

FAR 52.219-1: Small Business Program Representations (Alternate 1)

If no NAICS table is displayed, this registrant may not be considered a small business.

FAR 52.219-2: Equal Low Bids

FAR 52.222-18: Certification Regarding Knowledge of Child Labor for Listed End Products

FAR 52.222-22: Previous Contracts and Compliance Reports

FAR 52.222-25: Affirmative Action Compliance

FAR 52.222-48: Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Certification

FAR 52.222-52: Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services-Certification

FAR 52.223-1: Recovered Material Certification

FAR 52.223-9: Estimate of Percentage of Recovered Material Content for EPA-Designated Items (Alternate 1)

FAR 52.225-2: Buy American Certificate

FAR 52.225-4: Buy American-Free Trade Agreements-Israeli Trade Act Certificate

FAR 52.225-6: Trade Agreements Certificate

FAR 52.226-2: Historically Black College or University and Minority Institution Representation

FAR 52.227-15: Representation of Limited Rights Data and Restricted Computer Software

**Points of Contact**

[\[Expand All\]](#) | [\[Collapse All\]](#)

**Mandatory Points of Contact:**

**Electronic Business POC**

Title:  
 First Name: PAUL  
 Middle Name:  
 Last Name: CASCAIS  
 US Phone: (908)277-9431  
 Extension:  
 NON US Phone:  
 Notes:  
 Address Line 1: CITY OF SUMMIT - DEPT. OF COMMUNITY SERVICES  
 Address Line 2: 512 SPRINGFIELD AVENUE  
 City: SUMMIT  
 State/Province: NJ  
 Country: UNITED STATES  
 ZIP/Postal Code: 07901

**Government Business POC**

Title:  
 First Name: PAUL  
 Middle Name:  
 Last Name: CASCAIS  
 US Phone: (908)277-9431  
 Extension:  
 NON US Phone:  
 Notes:  
 Address Line 1: CITY OF SUMMIT - DEPT. OF COMMUNITY SERVICES  
 Address Line 2: 512 SPRINGFIELD AVENUE  
 City: SUMMIT  
 State/Province: NJ  
 Country: UNITED STATES  
 ZIP/Postal Code: 07901

**Accounts Receivable POC**

Attachment: EMAA Grant (4635 : Authorize Execution - Emergency Management Agency Assistance Grant Application)

Optional Points of Contact:

Government Business Alternate POC

Title:  
 First Name: MEGAN  
 Middle Name:  
 Last Name: CHAMPNEY  
 US Phone: (908)522-3600  
 Extension:  
 NON US Phone:  
 Notes:  
 Address Line 1: CITY OF SUMMIT - ADMINISTRATION  
 Address Line 2: 512 SPRINGFIELD AVENUE  
 City: SUMMIT  
 State/Province: NJ  
 Country: UNITED STATES  
 ZIP/Postal Code: 07901

Electronic Business Alternate POC

Title:  
 First Name: MEGAN  
 Middle Name:  
 Last Name: CHAMPNEY  
 US Phone: (908)522-3600  
 Extension:  
 NON US Phone:  
 Notes:  
 Address Line 1: CITY OF SUMMIT - ADMINISTRATION  
 Address Line 2: 512 SPRINGFIELD AVENUE  
 City: SUMMIT  
 State/Province: NJ  
 Country: UNITED STATES  
 ZIP/Postal Code: 07901

SAM | System for Award Management 1.0

IBM v1.P.53.20161012-1315

WWW6



Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

Attachment: EMAA Grant (4635 : Authorize Execution - Emergency Management Agency Assistance Grant Application)

## EMPG EMAA Subaward Budget Narrative

**The applicant will provide an in-kind match for the non-federal amount required to compensate the Office of Emergency Management staff, as per the EMPG EMAA Subaward Budget Detail Worksheet, to complete the tasks listed on the FY16 Work plan.**

[Instruction Manual](#) [Federal Program Contacts](#) [FAC Home Page](#)

Search Results for Single Audits

Your search found 2 record(s)

 Download icon

[Download Summary Report](#)

 Search Criteria:

- Fiscal Year : All Years
- FAC Release Date :
- Auditee EIN :
- Auditee EIN Relationship :
- Auditee Name : city of SUMMIT
- Auditee State : NJ
- Federal Agencies with Current or Prior Year Audit Findings on Direct Awards :
- CFDA Numbers: :
- Passthrough: :
- Direct Award :
- Major Program :
- Type of Audit for Major Programs :
- Federal Award Findings :
- Cognizant or Oversight Agency (FAC Calculated) :
- Name of Federal Cognizant/Oversight Agency :
- Federal Award Findings Details (2013 and beyond) :

[Modify Search](#)

[Return to IMS Home](#)

The Uniform Guidance (2 CFR 200.512) requires the FAC to make the reporting packages publicly available on a Web site. A senior level representative of the auditee (e.g., state controller, director of finance, chief executive officer, or chief financial officer) has signed a statement that the Form SF-SAC and reporting package does not include protected personally identifiable information (protected PII) or business identifiable information (BII), or if it does, the FAC is authorized to publicly post all information contained in the Form SF-SAC and the reporting package (audit report).

The Uniform Guidance (2 CFR 200.512 (b)(2)) allows auditees who qualify as an Indian Tribe or Tribal Organization (as defined in the Indian Self-Determination, Education and Assistance Act (ISDEAA), 25 U.S.C 450b(l)) to opt out of making their reporting packages publicly available on this site. If this option is exercised, the auditee becomes responsible for submitting the reporting package directly to any pass-through entities through which it has received a Federal award. The auditee would also be responsible for submitting the reporting package directly to any pass-through entities for which the summary schedule of prior audit findings reported the status of any findings related to Federal awards that the pass-through entity provided. Unless restricted by Federal statute or regulation, if the auditee opts not to authorize publication, it must make copies of the reporting package available for public inspection.

Auditee EIN	Auditee Name	City	State	Fiscal Year End Date	FAC Accepted Date	File Name	Form	Audit 	Download 
226002329	CITY OF SUMMIT	SUMMIT	NJ	12/31/2014	06/28/2016	24477920141	<a href="#">Form</a>		
226002329	CITY OF SUMMIT	SUMMIT	NJ	12/31/2013	06/28/2016	24477920131	<a href="#">Form</a>		

Attachment: EMAA Grant (4635 : Authorize Execution - Emergency Management Agency Assistance Grant Application)

**New Jersey State Police  
Emergency Management Section  
Emergency Management Agency Assistance - Emergency Management Performance Grant**

City of Summit Municipal Work Plan - FY2016

1. Provide to the County Office of Emergency Management detailed quarterly performance reports outlining the activities that your municipal organization has completed to satisfy all of the requirements below, providing supporting documentation as proof of the activity. The quarterly reports are due no later than October 10, 2016, January 10, 2017, April 10, 2017, and July 10, 2017 respectively (or within 14 days of your subaward, whichever is sooner). Additionally, provide to the County OEM a final year-end financial report no later than July 10, 2017.
2. Complete a review of the Municipal Emergency Operations Plan as per NJOEM Directive 101. The EOP must emphasize the all-hazards approach. Based upon changes in the Municipalities hazard analysis, OEM staffing, or resources; make revisions to the EOP as necessary. The Municipal EOP requires an annual review. This should be accomplished at one of the Municipal LEPC meetings and documented in a quarterly performance report. The Municipal EOP needs to be submitted, through the County OEM, to the NJOEM Regional Office, for re-certification every four years.
3. The Municipal OEM will exercise their EOP in conformance with NJOEM's Exercise Program Guidelines.
4. Provide a list of training courses attended by Municipal OEM staff. The Municipal Coordinator must identify twenty four hours of continuing emergency management education.
5. The Municipality shall conduct a minimum of two meetings of the Municipal LEPC. These meetings should include municipal chief executives, department heads and volunteer agencies to thoroughly review the Municipal EOP. The review should include a discussion about the roles and responsibilities of municipal departments and agencies during emergencies.
6. Attend at least 75% of all municipal coordinator meetings conducted by the County OEM.
7. The Municipality's Emergency Operations Center shall participate in two (2) virtual tabletop exercises hosted by the NJOEM State Emergency Operation Center, by way of the County's Emergency Operations Center. The virtual TTXs will focus on the Municipal EOCs ability to communicate with the County EOC, and will include basic tasks such as logging into the County's EOC Management Tool (e.g. E-Team, WebEOC, etc.), reviewing a mock scenario, entering a summary of the Municipality's current situation as it relates to the scenario, and making a resource request.
8. Submit all Municipal reports, supporting documentation, communications, and paperwork associated with this subaward, through the County OEM, to the NJOEM Regional Office via NJEMGrants, or as directed by NJOEM.

WORKPLAN ACCEPTED BY:

Donald Nelson  
Coordinator Name (please print)

Donald Nelson 11/8/16  
Coordinator Signature Date

Attachment: EMAA Grant (4635 : Authorize Execution - Emergency Management Agency Assistance Grant Application)

**C. Training –NOT ALLOWABLE**

**D. Equipment –NOT ALLOWABLE**

**E. Exercise(s) –NOT ALLOWABLE**

**F. Construction –NOT ALLOWABLE**

**G. Consultants/Contracts –NOT ALLOWABLE**

**H. Indirect Costs** –See attached Indirect Costs Rate Fact Sheet for additional guidance.

Description	Cost per unit (define unit)	# of units	Federal amount requested	Non-Federal amount
N/A				
Subtotals:				

**Indirect Costs Subtotal:**     N/A

STATE OF NEW JERSEY  
DEPARTMENT OF LAW AND PUBLIC SAFETY  
DIVISION OF STATE POLICE  
OFFICE OF EMERGENCY MANAGEMENT  
FY16 EMERGENCY MANAGEMENT AGENCY ASSISTANCE GRANT PROGRAM

**Certification Regarding Debarment, Suspension, and Other Responsibility Matters**

This certification is required by the regulations implementing Executive Orders 12549 and 12689, Debarment and Suspension, which provide protection against waste, fraud and abuse by debarment or suspending those persons deemed irresponsible in their dealings with the Federal government.

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**Certification Regarding Lobbying**

The applicant certifies, to the best of its knowledge and belief, that

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee or any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subawards, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall



**ASSURANCES - NON-CONSTRUCTION PROGRAMS**

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

FEDERAL SINGLE AUDIT REQUIREMENTS & CERTIFICATION

Applicant/Subrecipient: City of Summit OEM

State Vendor Identification Number or EIN: 22-6002329

Total amount of funds received from all entities (including the Department of Law & Public Safety) during your last fiscal year: Federal Amount: \$ 1,000,000 State Amount: \$ 55,562.73

Applicant/Subrecipient fiscal year end date 12-31-2016

The State of New Jersey, Department of Law and Public Safety, Consolidated Grants Management Office requires that all Subrecipients complete this Federal Single Audit Requirement Certification and, if subject to the federal single or program-specific audit requirements, submit proof of compliance from the Federal Audit Clearinghouse ("FAC") website. Please have your Chief Financial Officer or designee complete this form.

A Subrecipient that expends \$750,000 or more in Federal awards (from all sources including pass-through subawards) during its fiscal year must have a single or program-specific audit conducted for that year. See 2 C.F.R. Part 200, Subpart F, Audit Requirements.

Directions: Please check the applicable box below and sign the certification. If your organization or jurisdiction was subject to the federal single audit requirements for any fiscal year starting after January 1, 2015, **you must attach** proof of submission<sup>2</sup> of your audit reporting package to the FAC website. The FAC website can be found at: <https://harvester.census.gov/facweb/>.

I understand and acknowledge the above federal audit requirements and:

- My organization or jurisdiction was subject to the federal single or program-specific audit requirements for any fiscal year starting after January 1, 2015. Proof of compliance from the FAC website is attached.
- My organization or jurisdiction was not subject to the federal single or program-specific audit requirements for any fiscal year starting after January 1, 2015; or
- My organization is a New Jersey State Agency that is audited during the State of New Jersey's annual single audit.

Printed Name of CFO or designee: Margaret V. Gerba

Title: City Treasurer / CFO

Signature: Margaret V. Gerba

Date: 11-2-2016

<sup>1</sup> Audit reports are due 30 days after receipt from the auditor or 9 months after the end of the fiscal year, whichever is sooner. For example, for fiscal years ending 12/31/2015, audits were due no later than 9/30/2016. For fiscal years ending 6/30/2015, audits were due no later than 3/31/2016.

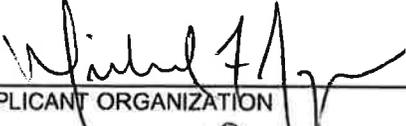
<sup>2</sup> See attached directions.



Attachment: EMAA Grant (4635 : Authorize Execution - Emergency Management Agency Assistance Grant Application)

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

Attachment: EMAA Grant (4635 : Authorize Execution - Emergency Management Agency Assistance Grant Application)

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE <i>City Administrator</i>
APPLICANT ORGANIZATION <i>City of Summit</i>	DATE SUBMITTED November 1, 2016

Standard Form 424B (Rev. 7-97) Back

certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.

### **Certification Regarding a Drug- Free Workplace (Grantees Other Than Individuals)**

All recipients must comply with the Drug-Free Workplace Act of 1988 (412 U.S.C. § 701 et seq.), which requires that all organizations receiving grants from any Federal agency agree to maintain a drug-free workplace. These regulations are codified at 2 CFR 3001.

The applicant certifies that it will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an on-going drug-free awareness program to inform employees about:
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
4. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such a conviction;
5. Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d) (2) from an employee or otherwise receiving actual notice of such conviction. Employers or convicted employees must provide notice, including position title, to the applicable FEMA awarding office, i.e., regional office or FEMA office. Notice shall include the identification number(s) of each affected grant.
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d) (2), with respect to any employee who is so convicted.

## NEW JERSEY STATE AUDIT REQUIREMENTS

In addition to the Federal requirements on the preceding page, Subrecipients must comply with the following State audit requirements outlined in OMB Circular 15-08-OMB (*available at [http://www.state.nj.us/infobank/circular/cir1508\\_omb.pdf](http://www.state.nj.us/infobank/circular/cir1508_omb.pdf)*):

- A Subrecipient that expends \$750,000 or more in federal financial assistance or \$750,000 or more in state financial assistance during its fiscal year must have a single or program-specific audit conducted for that year.
- A Subrecipient that expends less than \$750,000 in federal or state financial assistance during its fiscal year, but expends \$100,000 or more in state and/or federal financial assistance (combined amount) during its fiscal year, must have either a financial statement audit conducted in accordance with Government Auditing Standards (Yellow Book) or a program-specific audit conducted for that year.



- a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approve for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (1), (2), (3), (4), (5), and (6).

Place of Performance for the site(s) for the work done in connection with the specific grant. (Street address, city, county, State, zip code).

512 Springfield Ave  
SUMMIT NJ 07901

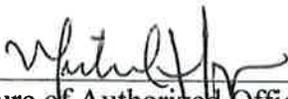
The undersigned shall require that the language of this certification be included in the award documents for all subawards (including contracts under grants, cooperative agreements, and sub-contracts) and that all subrecipients shall certify and disclose accordingly.

**Certification**

As the duly authorized representative of the Applicant, I hereby certify that the Applicant will comply with the above-referenced requirements in accordance with the FY2015 Emergency Management Agency Assistance Grant Program.

City of Summit OEM  
Applicant Agency

FY16-EMPG-EMAA-2018  
Subaward Number (if known)

  
Signature of Authorized Official

City Administrator  
Title of Authorized Official

Michael F. Rogers  
Printed Name of Authorized Official

11/2/16  
Date

Attachment: EMAA Grant (4635 : Authorize Execution - Emergency Management Agency Assistance Grant Application)

OMB No. 0348-0057

U.S. Dept. of Comm. - Econ and Stat Admin. - U.S. Census Bureau

09/17/2013

ACTING AS COLLECTING AGENT FOR OFFICE OF MANAGEMENT AND BUDGET

**GENERAL INFORMATION**

REPORTID: 682721 VERSION:1

**1. Fiscal Period End Date**

**12/31/2014**

**2. Type of Circular A-133 Audit**

**Single Audit**

**3. Audit Period Covered**

**Annual**

If Audit Period Other, Number of months

**4. Auditee Identification Numbers**

**a. Auditee Employer Identification Number (EIN)**

**22-6002329**

**d. Auditee Data Universal Numbering System (DUNS) Number**

**02-391-4810**

**b. Are multiple EINS covered in this report?**

**No**

**e. Are multiple DUNS covered in this report?**

**No**

If Yes, the additional EINs are listed on

[Additional EINS](#)

If Yes, the additional DUNS are listed on

[Additional DUNS](#)

**5. AUDITEE INFORMATION**

**a. Auditee Name**

**CITY OF SUMMIT**

**6. PRIMARY AUDITOR INFORMATION**

**a. Audit Firm / Organization Name**

**FERRAIOLI, WIELKOTZ, CERULLO & CUVA**

**b. Auditee Address (Number and street)**

**512 SPRINGFIELD AVE**

**b. Audit Firm / Organization EIN**

**22-2037794**

Auditee City

**SUMMIT**

**c. Audit Firm / Organization Address (Number and street)**

**401 WANAQUE AVE**

Auditee State

**NJ**

Auditor Firm/Organization City

**POMPTON LAKES**

Auditor Firm/Organization State

**NJ**

Auditee ZIP Code

**07901**

Auditor Firm/Organization ZIP Code

**07442**

**c. Auditee Contact Name**

**MARGARET GERBA**

**d. Primary Auditor Name**

**CHARLES FERRAIOLI**

Auditee Contact Title

**CFO**

Primary Auditor Title

**AUDITOR**

**d. Auditee Contact Telephone**

**(908)277-9422**

**e. Primary Auditor Contact Telephone**

**(973)835-7900**

**e. Auditee Contact Fax**

**(908)273-2977**

**f. Primary Auditor Contact Fax**

**(973)835-6631**

**f. Auditee Contact E-mail**

**MGERBA@CITYOFSUMMIT.ORG**

**g. Primary Auditor Contact E-mail**

**RCLEARY@FWCC-CPA.COM**

**7. Was a secondary auditor used?**

**No**

8. If Yes, the additional auditors are listed on

[Secondary Auditors](#)

Attachment: EMAA Grant (4635 : Authorize Execution - Emergency Management Agency Assistance Grant Application)

A-133 2015 - 1.0.1.17

**FINANCIAL STATEMENTS SUMMARY**

1.Type of audit report

**Unmodified**

2. Is a 'going concern' emphasis-of-matter paragraph included in the audit report?

**No**

3.Is a significant deficiency disclosed?

**No**

4.Is a material weakness disclosed?

**No**

5.Is a material noncompliance disclosed?

**No**

**FEDERAL PROGRAMS SUMMARY**

1.Does the auditor's report include a statement that the auditee's financial statements include departments, agencies, or other organizational units expending \$500,000 or more in Federal awards that have separate A-133 audits which are not included in this audit? (AICPA Audit Guide)

**No**

2.What is the dollar threshold to distinguish Type A and Type B programs? (OMB Circular A-133 §\_.520(b))

**\$300,000**

3.Did the auditee qualify as a low-risk auditee? (§\_.530)

**No**

4.Were Prior Audit Findings related to direct funding shown in the Summary Schedule of Prior Audit Findings? (§\_.315(b))

**No**

5.Indicate which Federal agency(ies) have current year audit findings related to **direct** funding or prior audit findings shown in the Summary Schedule of Prior Audit Findings related to **direct** funding.

**DEPARTMENT OF AGRICULTURE**

**DEPARTMENT OF JUSTICE**

Attachment: EMAA Grant (4635 : Authorize Execution - Emergency Management Agency Assistance Grant Application)

Form SF-SAC Single Audit Data Collection Form  
 REPORTID: 682721 VERSION:1

**6. FEDERAL AWARDS EXPENDED DURING FISCAL YEAR**

Federal Agency Prefix 1	Extension 2	Federal Program Name	Amount Expended (d)	R&D (e)	Loan/Loan Guarantee (f)	ARRA 3 (g)	Direct Award (h)	Major Program (MP) (i)	If yes (MP), type of audit report 4 (j)	Number of Audit Findings (k)
97	036	DISASTER GRANTS	\$84,608	N	N	N	Y	N		0
14	218	COMMUNITY DEVELOPMENT BLOCK GRANTS	\$13,920	N	N	N	Y	N		0
16	710	COMMUNITY ORIENTED POLICE SERVICES	\$586,657	N	N	N	Y	Y	Unmodified	1
20	616	NATIONAL PRIORITY SAFETY PROGRAMS	\$2,200	N	N	N	N	N		0
97	044	ASSISTANCE TO FIREFIGHTERS - FEMA	\$242,985	N	N	N	N	N		0
20	205	HIGHWAY PLANNING AND CONSTRUCTION	\$5,343	N	N	N	N	N		0
10	927	EMERGENCY WATERSHED PROTECTION PROGRA	\$282,750	N	N	N	Y	Y	Unmodified	1
Total Federal Awards Expended:			\$1,218,463							

Form SF-SAC Single Audit Data Collection Form		REPORTID: 682721	VERSION:1
CERTIFICATIONS			
Auditee Certification Statement		Auditor Statement	
<p>This is to certify that, to the best of my knowledge and belief, the auditee has: (1) engaged an auditor to perform an audit in accordance with the provisions of OMB Circular A-133 for the period described in Part I, Items 1 and 3; (2) the auditor has completed such audit and presented a signed audit report which states that the audit was conducted in accordance with the provisions of the Circular; and (3) the information included in Parts I, II, and III of this data collection form is accurate and complete. I declare that the foregoing is true and correct.</p>		<p>The data elements and information included in this form are limited to those prescribed by OMB Circular A-133. Except for Part III, Items 4, 5, 6a-6h, and, when audit findings are reported, 7a-7c, the information included in Parts II and III of this form was transferred from the auditor's report(s) for the period described in Part I, Items 1 and 3, and is not a substitute for such reports. A copy of the reporting package required by OMB Circular A-133, which includes the complete auditor's report(s), is available in its entirety from the auditee at the address provided in Part I of this form. As required by OMB Circular A-133, the information in Parts II and III of this form was entered in this form by the auditor based on information included in the reporting package. The auditor has not performed any additional auditing procedures in connection with the completion of this form.</p>	
Auditee Certification		Auditor Statement	
ELECTRONICALLY CERTIFIED: 6/28/2016		ELECTRONICALLY CERTIFIED: 6/27/2016	
Name of certifying official			
MARGE			
Title of certifying official			
CITY TREASURER/CFO			

Attachment: EMAA Grant (4635 : Authorize Execution - Emergency Management Agency Assistance Grant Application)

Form SF-SAC Single Audit Data Collection Form		REPORTID: 682721	VERSION:1
FAC Determined Data			
Type of Entity	UNKNOWN		
Current Year Direct Findings	Yes		
Current Year Indirect Findings	No		
Cognizant (C) or Oversight (O) Agency	Oversight		
Cognizant or Oversight Federal Agency Name	16 - Department of Justice		
Type of Audit Report on Major Program (MP)			
Compliance <i>(All MP compliance opinions combined)</i>	Unmodified		

SUBMITTED DATA

OMB No. 0348-0057		U.S. Dept. of Comm. - Econ and Stat Admin. - U.S. Census Bureau	
09/17/2013		ACTING AS COLLECTING AGENT FOR OFFICE OF MANAGEMENT AND BUDGET	
<b>GENERAL INFORMATION</b>		REPORTID: 682714 VERSION:1	
<b>1. Fiscal Period End Date</b> 12/31/2013		<b>2. Type of Circular A-133 Audit</b> Single Audit	
<b>3. Audit Period Covered</b> Annual		If Audit Period Other, Number of months	
<b>4. Auditee Identification Numbers</b>		<b>d. Auditee Data Universal Numbering System (DUNS) Number</b> 02-391-4810	
<b>a. Auditee Employer Identification Number (EIN)</b> 22-6002329		<b>e. Are multiple DUNS covered in this report?</b> No	
<b>b. Are multiple EINS covered in this report?</b> No		If Yes, the additional DUNS are listed on <a href="#">Additional DUNS</a>	
If Yes, the additional EINs are listed on <a href="#">Additional EINS</a>			
<b>5. AUDITEE INFORMATION</b>		<b>6. PRIMARY AUDITOR INFORMATION</b>	
<b>a. Auditee Name</b>  CITY OF SUMMIT		<b>a. Audit Firm / Organization Name</b>  FERRAIOLI, WIELKOTZ, CERULLO & CUVA	
<b>b. Auditee Address (Number and street)</b> 512 SPRINGFIELD AVE		<b>b. Audit Firm / Organization EIN</b> 22-2037794	
Auditee City SUMMIT		<b>c. Audit Firm / Organization Address (Number and street)</b> 401 WANAQUE AVE	
Auditee State NJ		Auditor Firm/Organization City POMPTON LAKES	
Auditee ZIP Code 07901		Auditor Firm/Organization State NJ	
<b>c. Auditee Contact Name</b> MARGE GERBA		<b>d. Primary Auditor Name</b> CHARLES FERRAIOLI	
Auditee Contact Title CFO		Primary Auditor Title AUDITOR	
<b>d. Auditee Contact Telephone</b> (908)277-9422		<b>e. Primary Auditor Contact Telephone</b> (973)835-7900	
<b>e. Auditee Contact Fax</b> (908)273-2977		<b>f. Primary Auditor Contact Fax</b> (973)835-6631	
<b>f. Auditee Contact E-mail</b> MGERBA@CITYOFSUMMIT.ORG		<b>g. Primary Auditor Contact E-mail</b> RCLEARY@FWCC-CPA.COM	
		<b>7. Was a secondary auditor used?</b> No	
		8. If Yes, the additional auditors are listed on <a href="#">Secondary Auditors</a>	

Attachment: EMAA Grant (4635 : Authorize Execution - Emergency Management Agency Assistance Grant Application)

**FINANCIAL STATEMENTS SUMMARY**

1.Type of audit report

**Unmodified**

2. Is a 'going concern' emphasis-of-matter paragraph included in the audit report?

**No**

3.Is a significant deficiency disclosed?

**No**

4.Is a material weakness disclosed?

**No**

5.Is a material noncompliance disclosed?

**No****FEDERAL PROGRAMS SUMMARY**

1.Does the auditor's report include a statement that the auditee's financial statements include departments, agencies, or other organizational units expending \$500,000 or more in Federal awards that have separate A-133 audits which are not included in this audit? (AICPA Audit Guide)

**No**

2.What is the dollar threshold to distinguish Type A and Type B programs? (OMB Circular A-133 §\_.520(b))

**\$300,000**

3.Did the auditee qualify as a low-risk auditee? (§\_.530)

**Yes**

4.Were Prior Audit Findings related to direct funding shown in the Summary Schedule of Prior Audit Findings? (§\_.315(b))

**No**5.Indicate which Federal agency(ies) have current year audit findings related to **direct** funding or prior audit findings shown in the Summary Schedule of Prior Audit Findings related to **direct** funding.**None**

Form SF-SAC Single Audit Data Collection Form REPORTID: 682714 VERSION:1

**6. FEDERAL AWARDS EXPENDED DURING FISCAL YEAR**

Federal Agency Prefix <sup>1</sup>	Extension <sup>2</sup>	Federal Program Name	Amount Expended (d)	R&D (e)	Loan/Loan Guarantee (f)	ARRA <sup>3</sup> (g)	Direct Award (h)	Major Program (MP) (i)	If yes (MP), type of audit report <sup>4</sup> (j)	Number of Audit Findings (k)
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
97	036	DISASTER GRANTS	\$906,698	N	N	N	Y	Y	Unmodified	0
14	218	COMMUNITY DEVELOPMENT BLOCK GRANTS	\$39,340	N	N	N	Y	N		0
16	710	COMMUNITY ORIENTED POLICE SERVICES	\$372,059	N	N	N	Y	Y	Unmodified	0
20	601	COPS IN SHOPS	\$2,400	N	N	N	Y	N		0
97	044	ASSISTANCE TO FIREFIGHTERS - FEMA	\$251,858	N	N	N	N	N		0
20	205	HIGHWAY PLANNING AND CONSTRUCTION	\$347,515	N	N	N	Y	Y	Unmodified	0
Total Federal Awards Expended:			\$1,919,870							

Form SF-SAC Single Audit Data Collection Form		REPORTID: 682714	VERSION:1
CERTIFICATIONS			
Auditee Certification Statement		Auditor Statement	
<p>This is to certify that, to the best of my knowledge and belief, the auditee has: (1) engaged an auditor to perform an audit in accordance with the provisions of OMB Circular A-133 for the period described in Part I, Items 1 and 3; (2) the auditor has completed such audit and presented a signed audit report which states that the audit was conducted in accordance with the provisions of the Circular; and (3) the information included in Parts I, II, and III of this data collection form is accurate and complete. I declare that the foregoing is true and correct.</p>		<p>The data elements and information included in this form are limited to those prescribed by OMB Circular A-133. Except for Part III, Items 4, 5, 6a-6h, and, when audit findings are reported, 7a-7c, the information included in Parts II and III of this form was transferred from the auditor's report(s) for the period described in Part I, Items 1 and 3, and is not a substitute for such reports. A copy of the reporting package required by OMB Circular A-133, which includes the complete auditor's report(s), is available in its entirety from the auditee at the address provided in Part I of this form. As required by OMB Circular A-133, the information in Parts II and III of this form was entered in this form by the auditor based on information included in the reporting package. The auditor has not performed any additional auditing procedures in connection with the completion of this form.</p>	
Auditee Certification		Auditor Statement	
ELECTRONICALLY CERTIFIED: 6/28/2016		ELECTRONICALLY CERTIFIED: 6/27/2016	
Name of certifying official			
MARGE			
Title of certifying official			
CITY TREASURER/CFO			

Attachment: EMAA Grant (4635 : Authorize Execution - Emergency Management Agency Assistance Grant Application)

## EMPG EMAA Subaward Budget Detail Worksheet

*The EMPG EMAA Subaward Budget Detail Worksheet is for the preparation of the budget requested in support of the proposed project. All required information must be provided.*

**A. Salaries** – List each position by title and name of employee, if available. Show the annual salary rate or overtime rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

Name/Position	Annual Salary	% of Time on Project	Federal Amount Requested	Non-Federal Amount
Donald C. Nelson	160,130	11.741	9400.00	9400.00
<b>Subtotals:</b>				18,800.00

**Salaries Subtotal:** 18800.00

**B. Fringe Benefits** – Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for personnel listed in Category A and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA Workman’s Compensation, and Unemployment Compensation.

Name/Position	Annual Salary	% of Time on Project	Federal Amount Requested	Non-Federal Amount
N/A				
<b>Subtotals:</b>				

**Fringe Benefits Subtotal:**  
N/A

Attachment: EMAA Grant (4635 : Authorize Execution - Emergency Management Agency Assistance Grant Application)

## EMPG EMAA Subaward Budget Summary

*When the budget worksheet is completed, transfer the totals for each category to the spaces below. Compute the total costs and the total project costs. Indicate the amount of Federal funds requested and the amount of non-Federal funds, if applicable.*

Budget Category	Federal Amount	Non-Federal Amount	Total
<b>A. Salaries</b>	9400.00	9400.00	18,800.00
<b>B. Fringe Benefits</b>			
<b>C. Training</b>	\$0.00	\$0.00	\$0.00
<b>D. Equipment</b>	\$0.00	\$0.00	\$0.00
<b>E. Exercises</b>	\$0.00	\$0.00	\$0.00
<b>F. Construction</b>	\$0.00	\$0.00	\$0.00
<b>G. Consultants/Contractors</b>	\$0.00	\$0.00	\$0.00
<b>Direct Costs Subtotal:</b>		9400.00	9400.00
<b>H. Indirect Costs</b>			
<b>Indirect Costs Subtotal:</b>			
<b>TOTAL PROJECT COSTS:</b>	9400.00	9400.00	18,800.00



**CITY OF SUMMIT  
FIRE DEPARTMENT**

**MEMO**

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

**FROM:** CHIEF EVERS

**RE:** RESOLUTION AUTHORIZING EMERGENCY MANAGEMENT GRANT SUBMISSION

**DATE:** NOVEMBER 14, 2016

**COPY:** MIKE ROGERS, CITY ADMINISTRATOR  
MARGE GERBA, CITY TREASURER  
ROSEMARY LICATESE, CITY CLERK  
ROBERT WECK, CHIEF OF POLICE

A resolution is requested at the December 6, 2016 meeting of Common Council authorizing the Summit Office of Emergency Management to submit an Emergency Management Agency Assistance (EMAA), sub-grant request through the Union County Office of Emergency Management. This grant is administered by the New Jersey Office of Emergency Management Emergency Response Bureau.

The City of Summit Office of Emergency Management was considered for this sub-grant based on its performance during the 2016 EMMA performance period of July 1, 2015 through June 30, 2016. Our team has conducted periodic meetings of our Local Emergency Planning Committee, (LEPC), held exercises and submitted a revised Emergency Operations Plan and Annexes to the Union County Office of Emergency Management.

The total grant request is for \$9,400.00. There is no anticipated local share.

Thank you for your consideration in this matter.

Resolution (ID # 4633)  
December 6, 2016

**AMEND LICENSED SITE REMEDIATION PROFESSIONAL SERVICES AGREEMENT IN  
EXCESS OF \$17,500.00 - DPW FACILITY, 41 CHATHAM ROAD - TASKS 3 AND 4 - WELL  
MONITORING AND TESTING - \$50,850.00**

WHEREAS, on February 17, 2016, Common Council adopted Resolution #37238 authorizing a Licensed Site Remediation Professional Services agreement #16-3230 with Hatch Mott MacDonald LLC for Remedial Investigation Services at the DPW Facility, 41 Chatham Road, for Tasks 1 and 2 of the 9 tasks included in its proposal dated December 1, 2016, and

WHEREAS, in a memo dated November 18, 2016, the City Engineer/Deputy DCS Director advises that a Remedial Investigation must be completed by March 1, 2017, which requires that Hatch Mott MacDonald LLC complete Tasks 3 and 4 of the above referenced proposal, well monitoring and testing, for a total amount of \$50,850.00, and

WHEREAS, in accordance with the City Treasurer's certification of availability of funds, a copy of which is hereto attached and made a part of this resolution, funds are available in account no. C-04-30-084-00A-170.

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

1. That the agreement with Hatch Mott MacDonald LLC, 111 Wood Avenue South, Iselin, NJ 08830, for Licensed Site Remediation Professional Services at the DPW Facility, 41 Chatham Road, be amended to include Tasks 3 and 4 for a total additional amount of \$50,850.00.
2. A notice of this action shall be published in the Union County Local Source.

Dated: December 6, 2016

I, Rosalia M. Licatese, 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 special meeting held on Tuesday evening, December 6, 2016.

City Clerk



DCS - Engineering Division  
R - Works

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

Meeting: 12/06/16 07:30 PM

## RESOLUTION (ID # 4633)

DOC ID: 4633 A

TO: Mayor and Common Council

FROM: Aaron Schrager, City Engineer/ Deputy DCS Director

DATE: November 18, 2016

### SUMMARY

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 and Hatch Mott MacDonald was appointed as a special engineering consultant for surveying and LSRP work in January. The contamination at the DPW facility is a result of eight (8) underground storage tanks (UST) that were previously closed and that may have resulted in a subsurface discharge.

As a contaminated site, the City is subject to meet the deadlines for various requirements. For this particular site, a Remedial Investigation (RI) is required to be completed by March 1, 2017. The City has previously requested, and received extensions and therefore is no longer eligible for further extensions. The City may be subject to fines if the deadlines are not met.

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. Previously, the City awarded Tasks 1 & 2 of this proposal to complete soil borings and material testing. At this time, it is required to complete Tasks 3 & 4 so monitoring wells can be installed and appropriate supervision and testing is completed. At this time I am recommending that the existing contract with Hatch Mott be amended to include Tasks 3 & 4 which will increase the contract by \$50,850.00. Approximately half his cost is for subcontractors which includes the drillers and testing laboratories.

Funding can be certified against capital accounts C-04-30-084-00A-170 which was 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
	Total: <u>\$284,300</u>	

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>
	Total: <u>\$5,500</u>

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



James D. Snook, P.G., Permanent L.S.R.P.  
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

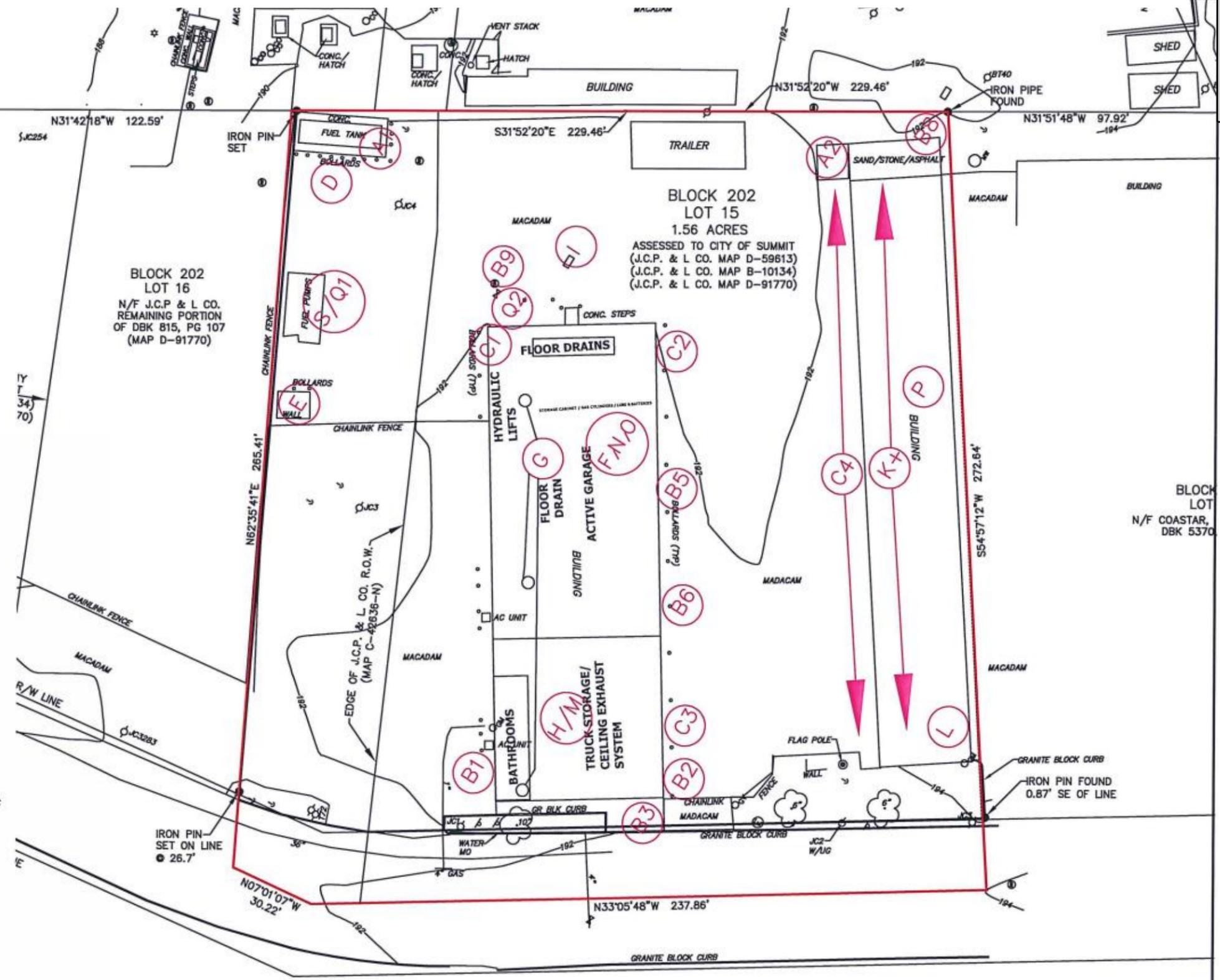
Attachment: 3106 (4633 : Amend LSRP Agreement > \$17,500.00 - DPW Facility, 41 Chatham Road - Tasks 3 and 4 - \$50,850)

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

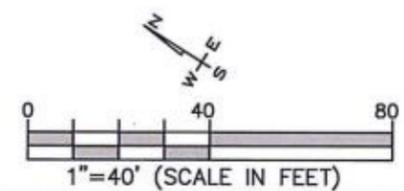
The following additional terms are made applicable to any environmental project on which Consultant has been retained to perform the services of a Licensed Site Remediation Professional (“LSRP”):

- 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



		<b>FIGURE 1</b> Potential Areas of Concern - Lot 15 Summit DPW Block 202, Lot 15 41 Chatham Road Summit, Union Co., New Jersey				
Certificate No. 24GA28016600 111 Wood Avenue South Iselin, New Jersey 08830		Designed SRH	Drawn SRH	Checked JDS	Approved JDS	1/28/15

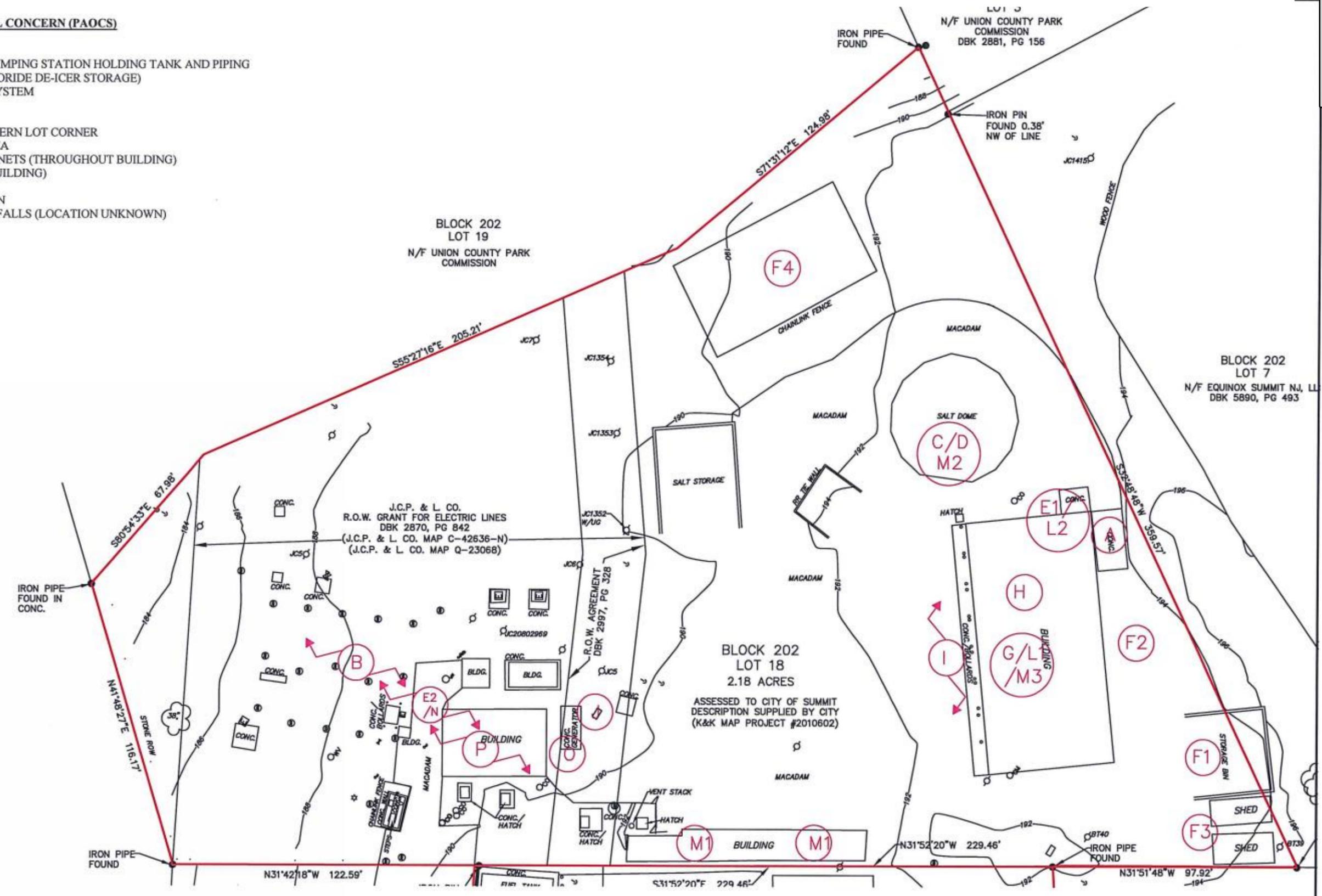
Table 1  
 Description of Potential Areas of Concern - Lot 15  
 Summit DPW  
 41 Chatham Road, Summit, Union Co., New Jersey  
 SRP ID# 008156

	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

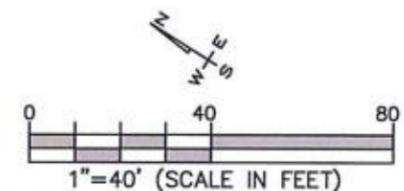
Attachment: 3106 (4633 : Amend LSRP Agreement > \$17,500.00 - DPW Facility, 41 Chatham Road - Tasks 3 and 4 - \$50,850)

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



— SITE BOUNDARY  
 (A) PAOCs



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

111 Wood Avenue South  
 Iselin, New Jersey 08830

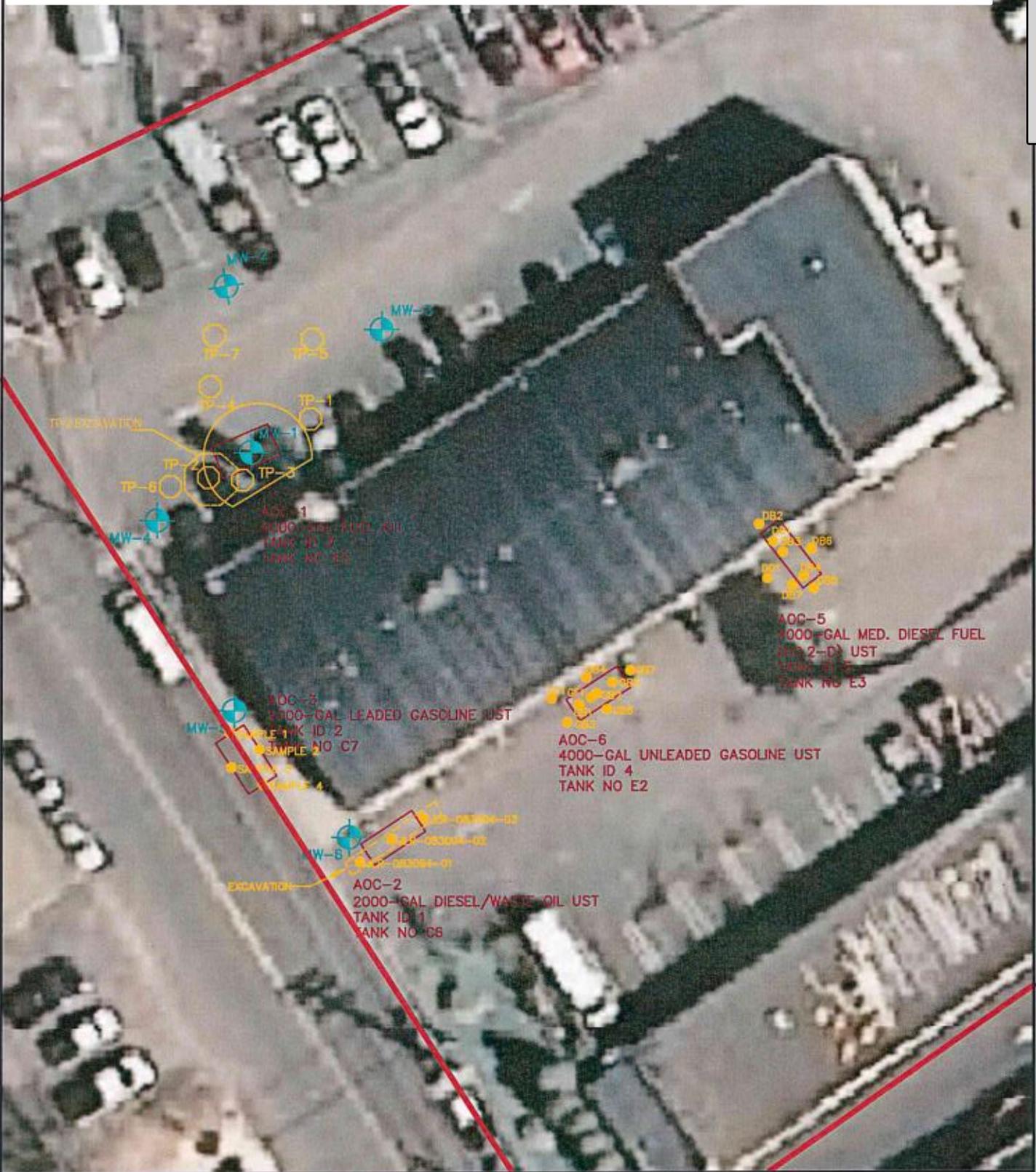
**FIGURE 2**  
 Potential Areas of Concern - Lot 18  
 Summit DPW  
 Block 202, Lot 18  
 41 Chatham Road  
 Summit, Union Co., New Jersey

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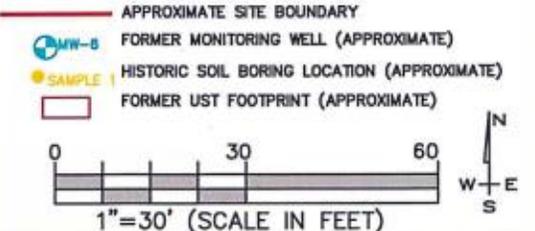
Table 2  
 Description of Potential Areas of Concern – Lot 18  
 Summit DPW  
 41 Chatham Road, Summit, Union Co., New Jersey  
 Block 202, Lot 18  
 SRP ID# 008156

	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 constructed 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: 3106 (4633 : Amend LSRP Agreement > \$17,500.00 - DPW Facility, 41 Chatham Road - Tasks 3 and 4 - \$50,850)



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			Conventional			
MW-4R			Conventional			
	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

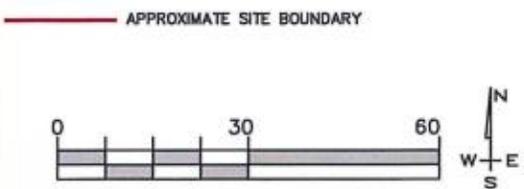
AOC-5 - 4000-gallon Medium Diesel Fuel (No. 2-D) UST; Tank ID – Tank 5; Tank No. – E3; Removed 7/20/1999						
Historic Samples						
Sample ID	Sample Location	Estimated Depth	Date	Historic Sample Analysis	Exceedances	Notes
<b>Soil Sampling</b>						
4 Soil Samples Collected during UST closure activities 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.



**Hatch Mott MacDonald**  
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
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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	<b>Remedial Action Report (Received by NJDEP 8/18/05)</b>	<b>8/18/2005</b>	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	<b>SR-Remedial Action Report, reviewed by NJDEP</b>	<b>10/3/2007</b>	NA
NJDEP	Notice of Deficiency (NOD)	7/13/2011	found
NJDEP	Notice of Deficiency (SR-Intent to Terminate)	9/22/2011	NA
ESA, Inc	<b>SR-Remedial Action Report, reviewed by NJDEP (approved 7/20/2011)</b>	<b>7/13/2011</b>	NA

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

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**

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: \$ 60,900
						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	
						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	Task 3 + 4 Sub-Total: \$ 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: \$ 148,050
						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	
						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: \$ 24,500
						HMM Labor - Office	\$ 7,500	
						HMM Expenses	\$ 250	
						<b>Sub-Total:</b>	<b>\$ 10,250</b>	
						<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>	

Attachment: 3106 (4633 : Amend LSRP Agreement > \$17,500.00 - DPW Facility, 41 Chatham Road - Tasks

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: December 6, 2016  
 Resolution Doc Id: 4633

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

Purchase Order Number: 16-00512

Account Number	Amount	Account Description
C-04-30-084-00A-170	\$50,850.00	3084A DCS UST DPW Transfer Station
Amended Contract Total	\$111,750.00	

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 2016-12-6 (4633 : Amend LSRP Agreement > \$17,500.00 - DPW Facility, 41 Chatham

Resolution (ID # 4622)  
December 6, 2016

**AUTHORIZE NATIONAL COOPERATIVE PURCHASE - HOUSTON-GALVESTON AREA  
COUNCIL - PURCHASE OF SCBA RECHARGING FILL STATION - \$58,834.20**

WHEREAS, under the authority of N.J.S.A. 52:34-6.2(b)(3), the City of Summit is permitted to join national cooperative purchasing agreements, and

WHEREAS, the Common Council adopted resolution #36835 dated May 12, 2015, authorizing the City of Summit to become a member of the Houston-Galveston Area Council (HGAC), and

WHEREAS, in a memo dated November 14, 2016, the Fire Chief requests approval for the purchase of one (1) SCBA cylinder recharging fill station, and

WHEREAS, the equipment is to be purchased through HGAC contract #15-4621 from Air & Gas Technologies, 42 Industrial Drive, Cliffwood Beach, NJ 07735, for a total cost of \$58,834.20.

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

That, in accordance with the City Treasurer's certification of the availability of funds in Account No. C-04-31-014-00B-014, a copy of which is attached hereto and made a part of this resolution, and pursuant to the Houston-Galveston Area Council contract referenced above, the purchase of one (1) SCBA cylinder recharging fill station, for a total cost of \$58,834.20 be and is hereby authorized.

Dated: December 6, 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, December 6, 2016.

City Clerk



**CITY OF SUMMIT  
FIRE DEPARTMENT**

**MEMO**

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

**FROM:** CHIEF EVERS

**RE:** RESOLUTION AUTHORIZING PURCHASE OF S.C.B.A FILL STATION

**DATE:** NOVEMBER 14, 2016

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

A resolution is requested at the December 20, 2016 meeting of Common Council, authorizing the purchase of an S.C.B.A. cylinder recharging fill station through a Houston-Galveston Purchasing Cooperative vendor at a cost not to exceed \$60,000.00.

Vendor information:

Air & gas technologies  
42 Industrial Drive  
Cliffwood Beach, NJ 07735

This equipment is available through a Huston Galveston purchasing cooperative #15-4621

The purchase of the S.C.B.A. cylinder recharging fill station, will ensure the refill of firefighter breathing air bottles are performed in an efficient and safe manor.

Funding for this purchase is authorized by Capital Ordinance # 15-3084, account # C-04-31-014-00B-014.

Thank you for your consideration in this matter.





**DAMARC**  
**"Quality Inspection Services" LLC**

760 200<sup>th</sup> St.  
 Dresser, WI 54009  
 Website: [www.damarcquality.com](http://www.damarcquality.com)

Office: 866-361-4321, Fax: (715) 755-4800  
 Alt. Phone #: 651-226-4652  
 Email: [markrudek@hotmail.com](mailto:markrudek@hotmail.com)

**SCBA CONTAINMENT FILL STATION (CFS)**

This is to certify that the Bauer Compressors, INC, 1328 Azalea Garden Road, Norfolk, Virginia, CFS Model have been tested and witnessed under the following parameters:

**TEST DATE:** August 27, 2012, Test 1

**TEST SITE:** New Mexico Institute of Mining and Technology, Energetic Materials Research and Testing Center, 1001 South Road, Socorro, New Mexico.

**TEST ENCLOSURE:** CFS –III, Poly composite liner, Three (3) SCBA Bottles DOT – SP 15136-379BAR, 5500 psi, TC –SU 10350-379, AGJ 1188, 75 minute, LUXFER P/N L 110A-001.

**TEST PREPARATION:** Insert three (3) SCBA bottles into CFS -III, fill to 5500 psi, place linear shape charge (LSC) on middle SCBA bottle approximately one third (1/3), downward from top of bottle, with LSC rated at 4" @ 100 grain/ foot.

**PRESSURIZATION:** Bauer 3-stage gasoline engine driven compressor. Bauer liquid filled gages, new off inventory self, not calibrated.

**TIME OF RUPTURE:** 12:45 pm, August 27, 2012

**TEST RESULTS:** Satisfactory – Two 4000 frame / second cameras and two live cameras were used to record test results. Observation of the charge set off and explosion of the center SCBA showed the CFS - III with poly liner held without failing. The CFS – III contained the fragments, did not open, protected the operator and after opening at Bauer Compressor's plant, protected the other two SCBA bottles.

**CONCLUSION:** The test results as described in NFPA 1901:2009 Para 24.9.7.2 was witnessed as successful.

**WITNESSED:** Larry Kern NB # 8014 – Damarc Quality Inspection Services LLC

ISO/IEC 17020 Accredited by ANSI-ASQ National Accreditation Board/A class Cert # AI 1377 Expires 2-17-2013

**Bauer 5 Year Factory Warranty**

## WARRANTY RECIPROCATING COMPRESSOR PRODUCTS for MUNICIPAL BREATHING AIR SYSTEMS

BAUER COMPRESSORS, INC. warrants that this product conforms to applicable drawings and specifications approved in writing by BAUER COMPRESSORS, INC. The compressor system and other BAUER manufactured components are warranted to be free of defects in both material and workmanship for a period of twenty-four months from date of shipment from BAUER. A five year warranty will be extended to Municipal Fire Department customers on the compressor block (breathing air application) only for parts with proof of proper maintenance being completed in accordance with published Bauer factory recommendations. Start-up/warranty registration forms are to be on file at BAUER COMPRESSORS, INC. within ninety days from date of start-up. If not received within the ninety day period the warranty will be denied. If within such periods BAUER COMPRESSORS, INC. receives from the Buyer written notice of any alleged defect in or non-conformance of the product, and if in the judgement of BAUER COMPRESSORS, INC. the product does not conform or is found to be defective in material or workmanship, BAUER COMPRESSORS, INC. will at its option, either:

- (a) upon return of the component F.O.B. to BAUER COMPRESSORS, INC. plant in Norfolk, Virginia, the part will be repaired or replaced, or credit issued (defective material must be shipped within 30 days of receipt of authorized return instructions), with return freight charges to be incurred by the customer, or
- (b) furnish a service representative to correct the defective workmanship. Deterioration or wear occasioned by chemical and/or abrasive action, excessive heat or abuse shall not constitute defects. See Warranty Provisions.

The sole responsibility of BAUER COMPRESSORS, INC. and Buyers exclusive remedy hereunder is limited to such repair, replacement and repayment of the purchase price. Component parts or assemblies not manufactured by BAUER COMPRESSORS, INC. are warranted only to the extent that they are warranted by the original manufacturer. BAUER COMPRESSORS, INC. shall have no responsibility for any cost or expense incurred by Buyer due to the inability of BAUER COMPRESSORS, INC. to repair under said warranty when such inability is beyond the control of BAUER COMPRESSORS, INC. or is caused solely by the Buyer.

If it is necessary to claim against this warranty, it will be required to have a service record book showing that regular maintenance work has been carried out utilizing Genuine Bauer Components and that damage has not been caused by insufficient maintenance. The company's representative may require proof of maintenance prior to rendering any decision on the validity of a warranty request.

THERE ARE NO OTHER WARRANTIES, EXPRESSED, STATUTORY OR IMPLIED, INCLUDING THOSE OF MERCHANTABILITY AND/OR FITNESS FOR PURPOSE; NOR ANY AFFIRMATION OF FACT OR REPRESENTATION WHICH EXTENDS BEYOND THE DESCRIPTION ON THE FACE HEREOF.

This warranty shall be void and BAUER COMPRESSORS, INC. shall have no responsibility to repair, replace, or repay the purchase price of defective or damaged parts or components resulting directly or indirectly from the use of repair or replacement parts including filter and separator elements or oil, not manufactured or approved by BAUER COMPRESSORS, INC. or from Buyers failure to store, maintain, and operate the product according to recommendations contained in the INSTRUCTION MANUAL AND REPLACEMENT PARTS LIST included with your order and standard engineering practices.

BAUER COMPRESSORS, INC.  
1328 Azalea Garden Road, Norfolk Virginia 23502  
Phone: (757) 855-6006 Telefax (757) 855-8654

FOR-0063  
Rev-004a

09/13/10

## UNICUS III

### 4 and 5-Stage High Pressure Breathing Air Compressors

- › **Pressure**  
up to 6000 psig  
up to 414 bar
- › **Charging Rate**  
9.7 to 42 scfm  
275 to 1190 l/min
- › **Power**  
7.5 to 30 hp  
5.6 to 22 kW



**UNICUS III cylinder recharging station is THE TOTAL SYSTEM for refilling high or low pressure SCBA or SCUBA cylinders.** The integrated system design combines a BAUER high pressure compressor, BAUER breathing air purification system, air storage system, cascade fill panel and containment fill station into one user friendly workstation. Independently tested for safety, a **UL<sup>®</sup>** listed electrical assembly and the proven reputation for superior performance makes the UNICUS III the most advanced fill station available!



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

## Unicus III

### STANDARD SCOPE OF SUPPLY

- ›BAUER breathing air purification system with SECURUS
- ›BAUER PLC based controller with multicolor touchpad display
- ›NEMA 4 rated electrical enclosure with UL® listed control panel
- ›Compressor low oil pressure and high temperature safety shutdowns
- ›Emergency stop push button
- ›Hinged cascade fill control panel with Lexan laminate air flow/fill schematic
- ›Audible alarm on safety shutdowns
- ›Inlet filter maintenance indicator
- ›Automatic condensate drain system with non-corrosive condensate reservoir and integrated float sensor. Automatic "Full" indication and compressor shutdown
- ›Two ASME code stamped air cylinders installed in an integral rack designed to hold four cylinders
- ›Sound attenuating enclosure with slam-action latches and lift-off type hinges
- ›NFPA 1901 Compliant Three Position Containment Fill Station accommodates SCBA or SCUBA cylinders up to 31" overall length

### AVAILABLE ACCESSORIES (factory installed)

- › CO monitor
- › 75" high pressure cabinet enclosed hose reel
- › Additional air storage cylinders
- › Panel mounted remote fill hose connection

### DIMENSIONS L x W x H inches (mm)

- › UN IIV10H-E1/E3 - UN IIV26-E3  
90 x 36 x 77 (2286 x 914 x 1956)
- › UN IIV42-E3 and UN IIV35H-E3  
102 x 50 x 77 (2591 x 1270 x 1956)

### WEIGHT pounds (kg)

- › UN IIV10H-E1/E3 - UN IIV26-E3 3350 - 3695 (1520 - 1676)
- › UN IIV42-E3 and UN IIV35H-E3 5500 (2495)

## Technical Data

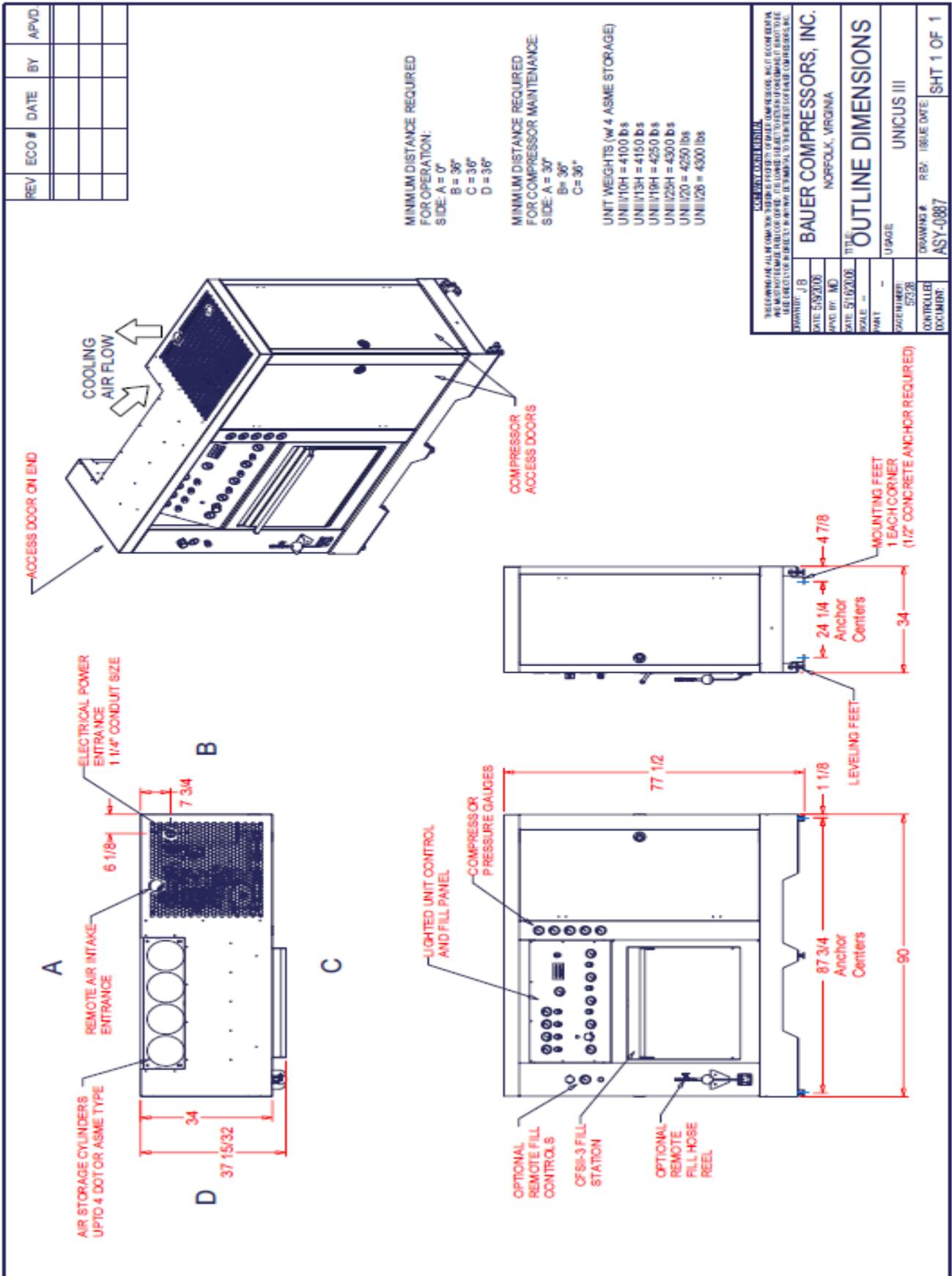
Model	Charging rate <sup>1)</sup>		Number of stages	Motor		FAD <sup>2)</sup>	RPM	Purification system
	scfm	l/min		hp	kw			
<b>5000 psig (345 bar)</b>								
UN IIV20-E3	21	595	4	15	11	17.5	1300	P5 SECURUS
UN IIV26-E3	26.4	748	4	20	15	22	1350	P5 SECURUS
UN IIV42-E3	42	1190	4	30	22	35	1300	P10 SECURUS
<b>6000 psig (414 bar)</b>								
UN IIV10H-E1/E3	9.7	275	4	7.5	5.6	8.1	1180	P2 SECURUS
UN IIV13H-E1/E3	13	368	4	10	7.5	10.8	1420	P2 SECURUS
UN IIV18H-E3	18	510	4	15	11	15	1325	P5 SECURUS
UN IIV25H-E3	25.2	714	5	20	15	21	1300	P5 SECURUS
UN IIV35H-E3	35.9	1017	4	30	22	29.8	1200	P10 SECURUS

1) Based on recharging an 80 cubic foot tank from 500 to 3000 psig.

2) Compressor capacity referenced to standard inlet conditions.

E1 = Single Phase Electric, 230 VAC/60 Hz. E3 = Three Phase Electric, 230/460 VAC/60 Hz. Other voltages available on request.

Dimensions and weight are approximate and are subject to change.



**BAUER COMPRESSORS, INC.**  
 NORFOLK, VIRGINIA

**OUTLINE DIMENSIONS**

UNICUS III

REV: 18/04 DATE: SHT 1 OF 1

DRAWING # UNICUS III

CONTROLLER (DOCUMENT): AST-0887

DATE: 5/10/2006

SCALE: -

REV: 18/04 DATE: SHT 1 OF 1

Attachment: SFD Air & Gas Tech SCBA Recharging Station (4622) : Authorize National Cooperative Purchase - HGAC - Purchase of SCBA

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: December 6, 2016  
Resolution Doc Id: 4622

Vendor: Air & Gas Technologies  
42 Industrial Drive  
Cliffwood Beach, NJ 07735

Purchase Order Number: 16-03832

Account Number	Amount	Account Description
C-04-31-014-00B-014	\$58,834.20	3114B FD Breathing Air Fill Station

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

*Melissa Berger*  
Assistant City Treasurer

Resolution (ID # 4634)  
December 6, 2016

**AUTHORIZE APPLICATION SUBMISSION - FEDERAL EMERGENCY MANAGEMENT  
AGENCY ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM - SELF CONTAINED  
BREATHING APPARATUS (SCBA)**

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

1. That, pursuant to a request from the Fire Chief in a memo dated November 14, 2016, the appropriate city staff be and they are hereby authorized to submit an “Assistance to Firefighters Grant Program” grant application to the Federal Emergency Management Agency to fund the purchase of 32 new self-contained breathing apparatus (SCBA).
2. That the grant request is in the amount of \$236,546.00, with a 10% local share requirement of \$23,654.00 to be supplied upon inclusion in and adoption of the 2017 operating budget, for a total amount of \$260,200.00.

Dated: December 6, 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, December 6, 2016.

City Clerk



**CITY OF SUMMIT  
FIRE DEPARTMENT**

**MEMO**

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

**FROM:** CHIEF EVERS

**RE:** RESOLUTION AUTHORIZING THE SUBMISSION OF A 2016 FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) ASSISTANCE TO FIREFIGHTER GRANT

**DATE:** NOVEMBER 14, 2016

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

A resolution is requested at the December 6, 2016 meeting of Common Council authorizing the Summit Fire Department to submit a local grant request to the Federal Emergency Management Agency's *Assistance to Firefighters Grant Program*.

This grant request would fund 32 Self Contained Breathing Apparatus (S.C.B.A). The new S.C.B.A will be equipped with the newest technology benefitting both firefighters and citizens.

The total grant request is for \$236,546.00. If the grant is successful, it will fund 90% or \$236,546.00 with a local 10% share requirement of \$23,654.00.

Thank you for your consideration in this matter.

# Entire Application

## Applicant's Acknowledgements

- \* I certify the DUNS number in this application is our only DUNS number and we have confirmed it is active in SAM.gov as the correct number.
- \* As required per 2 CFR § 25, I certify that prior to submission of this application I have checked the DUNS number listed in this application against the SAM.gov website and it is valid and active at time of submission.
- \* I certify that the applicant organization has consulted the appropriate Notice of Funding Opportunity and that all requested activities are programmatically allowable, technically feasible and can be completed within the award's one (1) year Period of Performance (POP).
- \* I certify that the applicant organization is aware that this application period is open from 10/11 to 11/18/2016 and will close at 5 PM EST; further that the applicant organization is aware that once an application is submitted, even if the application period is still open, a submitted application cannot be changed or released back to the applicant for modification.
- \* I certify that the applicant organization is aware that it is solely the applicant organization's responsibility to ensure that all activities funded by this award(s) comply with Federal Environmental planning and Historic Preservation (EHP) regulations, laws, and Executive Orders as applicable. The EHP Screening Form designed to initiate and facilitate the EHP Review is available at: [http://www.fema.gov/media-library-data/1431970163011-80ce3cd907072a91295b1627c56d8fd2/gpd\\_ehp\\_screening\\_form\\_51815.pdf](http://www.fema.gov/media-library-data/1431970163011-80ce3cd907072a91295b1627c56d8fd2/gpd_ehp_screening_form_51815.pdf)
- \* I certify that the applicant organization is aware that the applicant organization is ultimately responsible for the accuracy of all application information submitted. Regardless of the applicant's intent, the submission of information that is false or misleading may result in actions by FEMA that include, but are not limited to: the submitted application not being considered for award, an existing award being locked pending investigation, or referral to the Office of the Inspector General.

Signed by **Eric Evers** on **2016-11-18 14:09:16.0**

## Overview

\* **Did you attend one of the workshops conducted by an AFG regional fire program specialist?**

No, I have not attended workshop

\* **Did you participate in a webinar that was conducted by AFG?**

No

\* **Are you a member, or are you currently involved in the management, of the fire department or nonaffiliated EMS organization or a State Fire Training Academy applying for this grant with this application?**

Yes, I am a member/officer of this applicant

If you answered "No", please **complete** the information below. If you answered "Yes", please skip the Preparer Information section.

**Fields marked with an \* are required.**

### Preparer Information

Preparer's Name

Address 1

Address 2

City

State

Zip

-  
[Need help for ZIP+4?](#)

In the space below please list the person your organization has selected to be the primary point of contact for this grant. This should be a department officer or member of the organization who will see this grant through completion, including closeout. Reminder: if this person changes at any time during the period of performance please update this information. Please list only phone numbers where we can get in direct contact with the POC.

Primary Point of Contact

\* Title Chief  
 Prefix (select one) N/A  
 \* First Name Eric  
 Middle Initial  
 \* Last Name Evers  
 \* Primary Phone 908-277-9353 Ext. Type work  
 \* Secondary Phone 908-514-0595 Ext. Type cell  
 Optional Phone Type  
 Fax  
 \* Email eevers@cityofsummit.org

Contact Information

Alternate Contact Information Number 1

\* Title Deputy Chief  
 Prefix (select one) N/A  
 \* First Name Donald  
 Middle Initial  
 \* Last Name Nelson  
 \* Primary Phone 908-227-1033 Ext. 9352 Type work  
 \* Secondary Phone 908-522-3600 Ext. Type cell  
 Optional Phone Type  
 Fax 908-598-7186  
 \* Email dnelson@cityofsummit.org

Alternate Contact Information Number 2

\* Title City Administrator  
 Prefix (select one) N/A  
 \* First Name Michael  
 Middle Initial  
 \* Last Name Rogers  
 \* Primary Phone 908-277-9419 Ext. Type work  
 \* Secondary Phone 908-277-9400 Ext. Type cell  
 Optional Phone Type  
 Fax 908-273-2977  
 \* Email mrogers@cityofsummit.org

Attachment: Summit AFG EMW-2016-FO-05423 (4634 : Authorize Application Submission - FEMA Assistance to Firefighters Grant Program -

**Applicant Information**

EMW-2016-FO-05423  
Originally submitted on 11/18/2016 by eric evers (Userid: eric.evers)

**Contact Information:**

Address: 396 broad street  
City: summit  
State: summit  
Zip: 08858  
Day Phone: 9082779352  
Evening Phone:  
Cell Phone: 9085140595  
Email: eevers@cityofsummit.org

**Application number is EMW-2016-FO-05423**

* Organization Name	Summit Fire Department
* Type of Applicant	Fire Department/Fire District
* <b>Fire Department/District, nonaffiliated EMS, and Regional applicants</b> , select type of Jurisdiction Served : If "Other", please enter the type of Jurisdiction	City

**SAM.gov (System For Award Management)**

\* What is the legal name of your Entity as it appears in [SAM.gov](#)?  
 Note: This information must match your [SAM.gov](#) profile if your organization is using the DUNS number of your Jurisdiction.

Summit, City of

\* What is the legal business address of your Entity as it appears in [SAM.gov](#)?  
 Note: This information must match your [SAM.gov](#) profile if your organization is using the DUNS number of your Jurisdiction.

* Mailing Address 1	396 Broad Street
Mailing Address 2	
* City	Summit
* State	New Jersey
* Zip	07902 - 2512 <a href="#">Need help for ZIP+4?</a>

\* **Employer Identification Number** (e.g. 12-3456789)  
 Note: This information must match your [SAM.gov](#) profile.

22-6002329

* Is your organization using the DUNS number of your Jurisdiction?	No, we have our own DUNS number separate from our Jurisdiction.
--	---

I certify that my organization is authorized to use the DUNS number of my Jurisdiction provided in this application. (Required if you selected Yes above)

\* What is your 9 digit [DUNS number](#)?  
 102565715

(call 1-866-705-5711 to get a DUNS number)  
 If you were issued a 4 digit number (DUNS plus 4) by your Jurisdiction in addition to your 9 digit number please enter it here.  
 Note: This is only required if you are using your Jurisdiction's DUNS number and have a separate bank

Attachment: Summit AFG EMW-2016-FO-05423 (4634 : Authorize Application Submission - FEMA Assistance to Firefighters Grant Program -

account from your Jurisdiction. Leave the field blank if you are using your Jurisdiction's bank account or have your own [DUNS number](#) and bank account separate from your Jurisdiction.

\* Is your [DUNS Number](#) registered in [SAM.gov](#) (System for Award Management previously CCR.gov)?

Yes

\* I certify that my organization/entity is registered and active at [SAM.gov](#) and registration will be renewed annually in compliance with Federal regulations. I acknowledge that the information submitted in this application is accurate, current and consistent with my organization's/entity's [SAM.gov](#) record.

**Headquarters or Main Station Physical Address**

\* Physical Address 1

396 Broad Street

Physical Address 2

\* City

Summit

\* State

New Jersey

\* Zip

07902 - 2512  
[Need help for ZIP+4?](#)

Mailing Address

\* Mailing Address 1

396 Broad Street

Mailing Address 2

\* City

Summit

\* State

New Jersey

\* Zip

07902 - 2512  
[Need help for ZIP+4?](#)

**Bank Account Information**

\* The bank account being used is: (Please select one from right)

Maintained by my Organization separately from my Jurisdiction  
Note: If this is selected, a 4 digit DUNS plus 4 is required if you answered "YES" to using the DUNS number of your Jurisdiction.

Note: The following banking information must match your [SAM.gov](#) profile.

\* Type of bank account

Checking

\* Bank routing number - [9 digit](#) number on the bottom left hand corner of your check

031207607

\* Your account number

8025305018

**Additional Information**

\* For this fiscal year (Federal) is your organization receiving Federal funding from any other grant program that may duplicate the purpose and/or scope of this grant request?

No

\* If awarded, will your organization expend more than \$750,000 in Federal funds during your organization's fiscal year? If "Yes", your organization will be required to undergo an A-133 audit. Reasonable costs incurred for an A-133 audit are an eligible expenditure and should be included in the applicant's proposed budget. Please enter audit costs only once under any "Additional Funding" in the "Request Details" section of the application.

No

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\* Is the applicant [delinquent on any Federal debt?](#)

No

If you answered yes to any of the additional questions above, please provide an explanation in the space provided below:

**Fire Department/Fire District Department Characteristics (Part I)**

\* Is this application being submitted on behalf of a Federal Fire Department or organization contracted by the Federal government which is solely responsible for the suppression of fires on Federal property?

No

\* What kind of organization do you represent?

Combination

If you answered "Combination", above, how many career members in your organization? (whole numbers only)

32

If you answered "Volunteer" or "Combination" or "Paid on-call", how many of your volunteer Firefighters are paid members from another career department? (whole numbers only)

0

\* What type of community does your organization serve?

Urban

\* Is your Organization considered a Metro Department? (Over 350 paid career Firefighters)

No

\* What is the square mileage of your first-due response area? (whole number only)

6

\* What percentage of your response area is protected by hydrants? (whole number only)

95 %

\* In what county/parish is your organization physically located? If you have more than one station, in what county/parish is your main station located?

Union County

\* Does your organization protect critical infrastructure?

Yes

If "Yes", please describe the critical infrastructure protected below:

The Summit Fire Department is responsible for protecting critical infrastructure in the City of Summit in north central New Jersey. We are located 17 miles from New York City and protect critical infrastructure including transportation, medical, energy, and water facilities, as well as various other centers of activity.

This includes the Summit Train Station, a regional mass transportation hub providing commuter rail service for New Jersey Transit's Morris and Essex Rail Line. Summit Station is the connecting point for east-bound commuter trains originating from 25 stations to our west. Summit Station offers midtown direct service to New York City and accommodates over 3,600 boarders on 68 trains bound for NYC and Hoboken, NJ each day, as well as thousands of additional east-bound commuters from the 25 stations to our west. Our Department responds to all incidences on Interstate 78 and State Highway 24, which run through the City and connect passenger vehicles and trucks to the New Jersey Turnpike (Interstate 95) and the Garden State Parkway.

At our northern border, we respond to calls at the Mall at Short Hills, a 268,000 square foot covered shopping center with an average daily occupancy of 20,000 people and a potential terrorism target. Summit is also home to numerous churches, synagogues, and other houses of worship that are potential target hazards and high risk fire hazards.

We respond to wildland fires, missing person, and other emergency calls at the Watchung Reservation, Union County's largest park, which includes 1,945 acres of heavily wooded areas and small bodies of water.

Numerous buildings that we respond to in Summit are target hazards for security threats, fires, and other emergencies. This includes Overlook Medical Center, a 504-bed hospital with over 20,000 admissions and 95,000 emergency room visits per year. Overlook is also the largest employer in Union County with over 4,000 employees. Overlook has a helipad for hospital-to-hospital transport of trauma patients, including those requiring advanced emergency neurological and life-saving care. We also protect the Jersey Central Power & Light Morris Court Electrical Substation in Summit. We respond to the corporate headquarters of Celgene in Summit, a global biopharmaceutical company. The company has a 10 acre

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administrative property and an 88.4 acre campus that includes research and development facilities, laboratory and support buildings, manufacturing capabilities, storage, and warehouse buildings. In total, it has 850,000 square feet of office space and 450,000 square feet of research and development space. In 2015 when Celgene purchased the 88.4 acre site, the company disbanded the on-site fire brigade for hazmat protection serving the campus and we took on those responsibilities. Additionally, Summit is the corporate home of Whiptail Technologies, a solid state storage manufacturer and Hibernia Atlantic, a global submarine communications cable company.

\* What percentage of your primary response area is for agriculture, wildland, open space, or undeveloped properties?

\* What percentage of your primary response area is for commercial and industrial purposes?

\* What percentage of your primary response area is used for residential purposes?

\* What is the permanent resident population of your Primary/First-Due Response Area or jurisdiction served? (whole numbers only)

\* Do you have a seasonal increase in population?

If "Yes" what is your seasonal increase in population?

\* How many active firefighters does your department have who perform firefighting duties? (whole numbers only)

\* How many members in your department/organization are trained to the level of EMR or EMT, Advanced EMT or Paramedic? (whole numbers only)

Does your department have a Community Paramedic program?

How many personnel are trained to the Community Paramedic level? (whole numbers only)

\* How many stations are operated by your organization? (whole numbers only)

\* Is your department compliant to your local Emergency Management standard for the National Incident Management System (NIMS)?

\* Do you currently report to the National Fire Incident Reporting System (NFIRS)?  
Note: You will be required to report to NFIRS for the entire period of the grant. AFG does not require NFIRS reporting for Nonaffiliated EMS Organizations and State Fire Training Academy.

If you answered "Yes" above, please enter your FDIN/FDID

\* How many of your active firefighters are trained to the level of Firefighter I (or equivalent)? (whole numbers only)

\* How many of your active firefighters are trained to the level of Firefighter II (or equivalent)? (whole numbers only, include all personnel who have attained Firefighter I)

Are you requesting training funds in this application to bring 100% of your firefighters into compliance with NFPA 1001?

If you indicated that less than 100% of your firefighters are trained to the Firefighter II level and you are not asking for training funds to bring everyone to the Firefighter II level in this application, please describe in the box below your training program and your plans to bring your membership up to Firefighter II.

\* What services does your organization provide?

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Basic Life Support	Haz-Mat Operational Level	Rescue Operational Level Rescue Technical Level Structural Fire Suppression Wildland Fire Suppression
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\* Please describe your organization and/or community that you serve.

The Summit Fire Department is an internationally accredited combination fire department serving the City of Summit, New Jersey, as well as neighboring communities through our mutual and automatic partners. Our career staff of 32 firefighters is divided into four platoons of eight members. A Battalion Chief is the platoon commander and a lieutenant is the company officer. We have four civilian dispatchers and two career firefighters are assigned to the Fire Protection Bureau. These two firefighters are readily available to respond to significant incidents or multi incidents. Our administrative staff consists of a Fire Chief, Deputy Fire Chief, and administrative assistant.

We have a volunteer division of 10 members that trains on two evenings per month. They are required to ride with career staff for a minimum of ten hours per month. The volunteer members along with the career staff, are available for recall for significant or multiple incidents.

Our department has one station and provides basic life support, emergency medical responder, haz-mat operational, rescue operational and technical, structural fire suppression, and wildland fire suppression services in Summit and surrounding communities.

The City of Summit is a 6-acre municipality in Union County, New Jersey that has approximately 22,000 residents. Summit is a major transportation hub for east-bound trains originating in Morris County, Somerset County and Union County to our west. The City is home to a major regional medical center, Overlook Hospital - the largest employer in Union County - that offers emergency transport via helicopter to regional trauma centers. We are also the corporate headquarters of the global biopharmaceutical company Celgene, as well as the headquarters for technological companies Whiptail Technologies and Hibernia Atlantic. The Mall at Short Hills at our northern border is a regional 268,000 square foot shopping facility that accommodates over 20,000 daily visitors.

Summit has a large central business district that is a center of activity for the community and surrounding areas. The hundreds of retail and commercial businesses include specialty and gift shops, clothing stores, home furnishings, restaurants, bakeries, fine wine outlets, and a movie theater. This is a heavily trafficked area that is a common location for emergency calls. The downtown area includes Summit Train Station, parking decks, the Summit Area YMCA, the Summit Free Public Library, a United States Post Office, and various other community facilities such as banks, pharmacies, and medical offices.

Summit is a residential community with thousands of commuter households who utilize the Summit Train Station and New Jersey Transit Bus Lines to commute to employment centers in New York City and northern New Jersey. Our housing stock is a mix of older residential properties and garden apartments. About 38% of single-family detached structures were built pre-1939.

**Fire Department Characteristics (Part II)**

	2015	2014	2013
* What is the total number of fire-related civilian fatalities in your jurisdiction over the last three calendar years?	0	0	0
* What is the total number of fire-related civilian injuries in your jurisdiction over the last three calendar years?	0	0	2
* What is the total number of line of duty member fatalities in your jurisdiction over the last three calendar years?	0	0	0
* What is the total number of line of duty member injuries in your jurisdiction over the last three calendar years?	0	0	2
*Over the last three years, what was your organization's operating budget?	4406333		
* How much of your TOTAL budget is dedicated to personnel costs (salary, overtime and fringe benefits)?	95		

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Does your department have any rainy day reserves, emergency funds, or capital outlay?

No

If yes, what is the total amount currently set aside?

0

\* What percentage of your annual operating budget is derived from:  
 Enter numbers only, percentages must sum up to 100%

	2015	2014	2013
<u>Taxes?</u>	100 %	100 %	100 %
Bond Issues?	0 %	0 %	0 %
<u>EMS Billing?</u>	0 %	0 %	0 %
Grants?	0 %	0 %	0 %
Donations?	0 %	0 %	0 %
Fund drives?	0 %	0 %	0 %
<u>Fee for Service?</u>	0 %	0 %	0 %

\* Applicants should describe their financial need and how consistent it is with the intent of the AFG Program. This statement should include details describing the applicant's financial distress, including summarizing budget constraints, unsuccessful attempts to obtain vehicle and outside funding, and proving the trouble is out of their control.

As with many communities in the New York City Metropolitan Area, the attacks of September 11, 2001 have had an adverse economic impact on the Summit Fire Department. The expanded focus on homeland security and the associated costs, combined with a decrease in state funding assistance, a 2% state-mandated municipal tax cap, escalating costs of contracts and equipment, and the overall economy has required reductions in capital expenditures city-wide. Summit has experienced a significant decrease in State Aid for the past three years. Reductions in revenue and increases in fixed costs have substantially reduced capital reserves. Additionally, increases in health insurance costs, education and compliance with state and federal mandates prohibits the funding of this project on the local level despite agreement among local and regional entities on the necessity and benefit to the Department.

Our operating budget is fully funded by property taxes. Salaries and benefits take up 95% of our total operating budget, which leaves approximately \$200,000 to provide fire suppression, rapid intervention, fire prevention education, state-mandated fire code inspections, basic life support, hazmat, medium rescue, and apparatus and equipment maintenance. In addition, numerous other costs plague our annual budget. The Department currently utilizes eight vehicles for emergency responses, which require monthly maintenance and replacement of warranty parts which adds up to thousands of dollars in repair costs. Last year, the Department spent over \$60,000 on vehicle repairs. Combined with fuel charges, vehicle insurance, equipment repairs, and utility costs for the station house, we have limited funds in our budget for large capital expenditures such as SCBA replacement that are essential to the safety and protection of our firefighters.

In 2015 we experienced a significant increase in our responsibilities without a corresponding increase in funding or manpower. The on-site fire brigade at the biopharmaceutical campus in Summit was disbanded by the new owner and we now respond to all fire and hazardous materials incidents at the 88 acre campus. The frequency of calls to the campus, ranging from 5-10 times per month, has placed an enormous burden on our firefighters without any additional resources to support this new mission despite the significant financial and safety impact on our department.

Additionally, the City of Summit commissioned an existing facilities assessment in 2014 for our only station house. The building was erected in 1902 and despite regular upgrades completed as recently as 1996, the structure does not meet modern construction code standards. The report found numerous safety, circulation, and building code concerns. Circulation and site sloping has a negative impact on maintenance costs for our emergency apparatus; issues of emergency egress, accessibility, and energy efficiency do not meet current code standards; the building envelope, HVAC, electric, and lighting do not meet sustainable design standards; storage space is maxed out and causing unnecessary damage to PPE and other fire equipment; and, apparatus bays and aprons are not compliant with modern fire station design standards. All this is to say that the City of Summit is actively in the process of constructing a new fire house, which will have a significant long-term impact on our capital budget for safety equipment.

In light of our financial circumstances regarding new responsibilities, budget constraints, and capital encumbrances, the need for this funding is critical in order to replace our aging and obsolete SCBA units and ensure our firefighters have the ability to respond to incidents with reliable and properly functioning safety equipment that saves lives and increases our operational efficiency and compatibility with mutual and automatic aid partners.

\* How many vehicles does your organization have in each type or class of vehicle listed below? **You must include vehicles that are leased or on long-term loan as well as any vehicles that have been ordered or otherwise currently under contract for purchase or lease by your organization but not yet in your possession.** ( Enter numbers only and enter 0 if you do not have any of the vehicles below. )

Number of      Number of      Number

**Type or Class of Vehicle**

**Front Line Apparatus**

**Reserve Apparatus**

**of Seated Riding Positions**

Engines or Pumpers (pumping capacity of 750 gpm or greater and water capacity of 300 gallons or more):  
Pumper, Pumper/Tanker, Rescue/Pumper, Foam Pumper, CAFS Pumper, Type I or Type II Engine Urban Interface

4 0 20

Ambulances for transport and/or emergency response:

0 0 0

Tankers or Tenders (pumping capacity of less than 750 gallons per minute (gpm) and water capacity of 1,000 gallons or more):

0 0 0

Aerial Apparatus:

Aerial Ladder Truck, Telescoping, Articulating, Ladder Towers, Platform, Tiller Ladder Truck, Quint

1 0 6

Brush/Quick attack (pumping capacity of less than 750 gpm and water carrying capacity of at least 300 gallons):

Brush Truck, Patrol Unit (Pickup w/ Skid Unit), Quick Attack Unit, Mini-Pumper, Type III Engine, Type IV Engine, Type V Engine, Type VI Engine, Type VII Engine

0 0 0

Rescue Vehicles:

Rescue Squad, Rescue (Light, Medium, Heavy), Technical Rescue Vehicle, Hazardous Materials Unit

2 0 6

Additional Vehicles:

EMS Chase Vehicle, Air/Light Unit, Rehab Units, Bomb Unit, Technical Support (Command, Operational Support/Supply), Hose Tender, Salvage Truck, ARFF (Aircraft Rescue Firefighting), Command/Mobile Communications Vehicle

6 0 8

**Fire Department Call Volume**

2015 2014 2013

\* **Summary** of responses per year by category (Enter whole number only. If you have no calls for any of the categories, Enter 0)

	2015	2014	2013
Fire - NFIRS Series 100	127	114	111
Overpressure Rupture, Explosion, Overheat (No Fire) - NFIRS Series 200	13	14	19
Rescue & Emergency Medical Service Incident - NFIRS Series 300	457	397	451
Hazardous Condition (No Fire) - NFIRS Series 400	344	300	257
Service Call - NFIRS Series 500	455	475	506
Good Intent Call - NFIRS Series 600	244	298	282
False Alarm & False Call - NFIRS Series 700	600	567	585
Severe Weather & Natural Disaster - NFIRS Series 800	9	3	14
Special Incident Type - NFIRS Series 900	7	17	11

**FIRES**

\* How many responses per year by category? (Enter whole number only. If you have no calls for any of the categories, Enter 0)

	2015	2014	2013
Of the NFIRS Series 100 calls, how many are "Structure Fire" (NFIRS Codes 111-120)	77	76	74
Of the NFIRS Series 100 calls, how many are "Vehicle Fire" (NFIRS Codes 130-138)	22	12	17
Of the NFIRS Series 100 calls, how many are "Vegetation Fire" (NFIRS Codes 140-143)	21	14	6
What is the total acreage of all vegetation fires?	2	2	1

**RESCUE AND EMERGENCY MEDICAL SERVICE INCIDENTS**

\* How many responses per year by category? (Enter whole number only. If you have no calls for any of the categories, Enter 0)

	2015	2014	2013
Of the NFIRS Series 300 calls, how many are "Motor Vehicle Accidents" (NFIRS Codes 322-324)	89	81	78

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Of the NFIRS Series 300 calls, how many are "Extrications from Vehicles" (NFIRS Code 352)	3	11	7
Of the NFIRS Series 300 calls, how many are "Rescues" (NFIRS Codes 300, 351, 353-381)	29	20	20
How many EMS-BLS Response Calls	319	269	320
How many EMS-ALS Response Calls	0	0	0
How many EMS-BLS Scheduled Transports	0	0	0
How many EMS-ALS Scheduled Transports	0	0	0
How many Community Paramedic Response Calls	0	0	0

**MUTUAL AND AUTOMATIC AID**

\* How many responses per year by category? (Enter whole number only. If you have no calls for any of the categories, Enter 0)

How many times did your organization receive Mutual Aid?	48	24	17
How many times did your organization receive Automatic Aid?	48	49	40
How many times did your organization provide Mutual Aid?	34	31	42
How many times did your organization provide Automatic Aid?	43	42	44
Of the Mutual and Automatic Aid responses, how many were structure fires?	38	42	35

**Request Information**

1. Select a program for which you are applying. If you are interested in applying under both Vehicle Acquisition and Operations and Safety, and/or regional application **you will need to submit separate applications..**

Program Name

Operations and Safety

2. Will this grant benefit more than one organization?

Yes

If you answered "Yes" to Question 2, please explain how this request benefits other organizations below:

The new SCBA units will be compatible with our mutual and automatic aid partners, with whom we have agreements to provide Rapid Intervention Crews (RIC) for compliance with a two-in/two-out regulation, and/or supplement fire suppression, search and rescue operations. The new units will have safety and connectivity features such as SCBA, dual EBSS, and rapid intervention/universal air connection to allow for SCBA replenishment and connection to other units. Therefore, the equipment will not only ensure the safety of our firefighters, but also firefighters from our mutual and automatic aid partners.

3. Enter grant-writing fee associated with the preparation of this request. Enter 0 if there is no fee.

\$0

<p>* 4. Are you requesting a Micro Grant? A Micro Grant is limited to \$25,000 Federal share. Modification to Facilities activity is ineligible for Micro Grants.</p>	<p>No</p>
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**Request Details**

The activities for program **Operations and Safety** are listed in the table below.

Activity	Number of Entries	Total Cost	Additional Funding
Equipment	0	\$ 0	\$ 0
Modify Facilities	0	\$ 0	\$ 0
Personal Protective Equipment	1	\$ 256,000	\$ 4,200
Training	0	\$ 0	\$ 0
Wellness and Fitness Programs	0	\$ 0	\$ 0

Grant-writing fee associated with the preparation of this request. \$0

**Personal Protective Equipment**

Personal Protective Equipment Details

1. Select the PPE that you propose to acquire (select one): SCBA: SCBA Unit includes: Harness/Backpack, Face Piece and 2 cylinders

Please provide a detailed description of the item selected above. SCBA Units with heads-up display, rapid intervention/universal air connection, standard Kevlar harness, E-Z Flo+ Carbon quick connect regulator, dual EBSS, par alert SE+ and 3 Voice Amplifier, with two 4500 PSI (Nominal 45 minute) Carbon Wrap Cylinder and Valve, and a Facepiece with Kevlar Head Harness and right side communication bracket.

2. Number of units: (whole number only) 32

3. Cost per unit: (whole dollar amounts only; this amount should reflect any \$8000

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volume discounts, rebates, etc.)

4. Please provide your amount for the appropriate question below:

- For turnout requests, what number of your on-duty active members **currently have** PPE that meets applicable NFPA and OSHA standards?
- If you are requesting new SCBA, how many of your seated riding positions **currently have** compliant SCBA assigned to it?
- If you are asking for specialized PPE (e.g., Haz-Mat), how many applicable members **currently have** specialized PPE that meets established standards?

5. What is the purpose of this request? To replace obsolete/damaged PPE/SCBA (it must be a minimum of 10 years or older and two NFPA cycles)

6. Is your organization facing a new risk?

Yes, increase in call volume

What are the specific ages of the type of PPE you are requesting?

Please assure that you've accounted for ALL gear for ALL members declared in Department Characteristics - not just the gear you wish to replace. If you have 30 members then account for 30 sets of PPE.

Age (in Years)	Current Inventory	Being Replaced
Less than 1		
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11	6	0
12		
13	14	2
14	15	15
15		
16	14	14
17		
18		

19		
20		
21		
22		
23		
24		
25 or more	1	1
Number of members without PPE		

If you have indicated you are requesting SCBA or Cylinders in Question 1, to which edition(s) of the NFPA 1981 standard are your SCBA or Cylinders compliant? If not requesting SCBA/Cylinders, please select "N/A" and continue on to the next question. **Please account for ALL SCBA/Cylinders currently in your department's inventory - not just the SCBA/Cylinders you wish to replace. If you have damaged or inoperable SCBA/Cylinders/Face Pieces please list them in the "Obsolete/Damaged" section.**

Year	Current Inventory		Being Replaced	
	SCBA	Cylinders	SCBA	Cylinders
2013 Edition				
2007 Edition				
2002 Edition and older	49	98	31	62
Obsolete/damaged	1	2	1	2

7. Is your department trained in the proper use of the PPE/SCBA being requested?

No

8. Are you requesting funding for training for this PPE/SCBA?

Yes

9. If you are not requesting training funds through this application, will you obtain training for this PPE/SCBA through other sources?

Yes

**Firefighting PPE - Additional Funding (optional unless you're applying for Training funds)**

[Budget Object Class Definitions](#)

Additional Funding

a. Personnel	<a href="#">Help</a>	\$ 0
b. Fringe Benefits	<a href="#">Help</a>	\$ 0

c. Travel	<a href="#">Help</a>	\$ 0
d. Equipment	<a href="#">Help</a>	\$ 0
e. Supplies	<a href="#">Help</a>	\$ 0
f. Contractual	<a href="#">Help</a>	\$ 0
g. Construction	<a href="#">Help</a>	\$ 0
h. Other	<a href="#">Help</a>	\$ 4200
i. Indirect Charges	<a href="#">Help</a>	\$ 0
j. State Taxes	<a href="#">Help</a>	\$ 0

**Explanation**

We are requesting an additional \$100 for each of our 32 career and 10 volunteer firefighters to complete training on the use of the new SCBA units, for an additional cost of \$4,200. As the average age of our SCBA units is over 14 years old and the newest equipment is 11 years old, we want to ensure all our members are properly trained on the safe use, maintenance and storage of the new SCBAs.

**Firefighting PPE - Narrative**

**\* Section # 1** Project Description: In the space provided below, include clear and concise details regarding your organization's project's description and budget. This includes providing local statistics to justify the needs of your department and a detailed plan for how your department will implement the proposed project. Further, please describe what you are requesting funding for, including budget descriptions of the major budget items, i.e., personnel, equipment, contracts, etc. **\*4000 characters**

The Summit Fire Department provides fire protection and service within a first due response area that covers over 6 square miles and is home to over 22,000 residents. On average, we respond to more than 2,250 calls annually related to a variety of different emergency management scenarios, which include structural, vehicle, and vegetation fires; vehicle extrication; hazardous materials/conditions management. We also respond to mutual and automatic aid calls in municipalities within Union County and outside our County, including in the Counties of Essex and Morris.

Our proposed project is for the purchase of 32 new Self Contained Breathing Apparatus (SCBA) Units that are compliant with NFPA 1981 (2013 edition). The request is equivalent to the 32 seated riding positions on our front line apparatus, including engines, pumpers, aerials, and haz-mat vehicles. Each complete SCBA unit is comprised of the Harness/Backpack, one Face Piece, and two cylinders. The equipment will aid in fire suppression, search and rescue operations, and rapid intervention team operations when structure fires grow beyond the incipient stage. The new SCBA units will increase crew safety and aid in locating possible victims in smoke filled buildings. This would allow us to more safely manage a fire scene and more effectively protect lives and property. The average age of our current SCBA inventory of 50 units is over 14 years, with the newest units now more than 11 years old. The age and state of repair of this equipment jeopardizes the safety of our members and the time has come to replace as many non-compliant units as possible.

It is critically important to replace our obsolete SCBA Units with new, NFPA compliant units. Our Department protects a wide range of critical infrastructure and provides fire suppression, search and rescue, haz-mat, and first responder services in Summit and in our neighboring automatic and mutual aid partners. We respond to more than 75 structure fires per year on average. Our first due response area is home to the County's largest employer (Overlook Hospital) - a regional medical center with helicopter transport to regional trauma centers, as well as Interstate 78, State Highway 24, a 1,945 acre wildlife preserve, and over 3,000 single-family detached homes that pre-date 1939.

In 2015, the independent fire brigade at an 88.4 acre biopharmaceutical campus in Summit was unexpectedly disbanded, incorporating significant haz-mat and safety risks at the 2 million square foot research facility. The potential for a major life safety hazard if an incident were to occur in any of these facilities is significant due to their large size and highly compartmentalized configurations. Fire suppression and search and rescue operations in these types of occupancies are a huge undertaking requiring an enormous amount of manpower and properly functioning SCBA units.

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The Summit Fire Department has a strong commitment to firefighter safety, with life safety being our primary objective. The successful completion of this project will enable the department to continue to fulfill its mission to protect life and property while conducting the day-to-day functions of the department. If granted an award, our Department will use all grant funds in accordance with the stipulations set forth in the grant, as well as meeting all applicable standards and regulations in effect at the time the grant is awarded. Based on vendor price quotes, the projected cost of each unit is \$8,000. The equipment budget for the proposed project is \$256,000. We are also requesting \$4,200 in training funds at a cost of \$100 per member to ensure all 32 career and 10 volunteer firefighters receive training on the use and maintenance of the new equipment compliant with the most recent NFPA standards. The total cost to complete this project is \$260,200, of which we will contribute 10% in matching costs, totaling \$23,654 and are requesting \$236,546 in grant funds.

**\* Section # 2 Cost/Benefit:** In the space provided below please explain, as clearly as possible, what will be the benefits your department or your community will realize if the project described is funded (i.e. anticipated savings and/or efficiencies)? Is there a high benefit for the cost incurred? Are the costs reasonable? Provide justification for the budget items relating to the cost of the requested items. **\*4000 characters**

Our current inventory of SCBA units includes 50 units with an average age of more than 14 units. All of our units were purchased prior to 2005 and are NFPA 2002 Edition or older. This equipment is not compliant with current NFPA standards, have become costly to maintain, and endanger the safety of our firefighters. This project would ensure that we are 100% in compliance with NFPA standards regarding SCBA Units for seated riding positions on our front line apparatus. Our current units have experienced a number of malfunctions that seriously endanger the safety and lives of our firefighters. Additionally, the department spends more than \$5,000 each year on SCBA repairs, with these costs increasing each year they remain in use.

The purchase of the equipment in the request will provide the Summit Fire Department with state-of-the-art SCBA units that employ the latest technology. The use of new technology in SCBA units has been shown to effectively increase firefighters and civilians safety during fires, thereby allowing for the rapid removal of the victims, thus increasing their likelihood of survival. Considering the potential for a downed firefighter situation, or a civilian entrapment at anytime, anywhere in our response area, the benefits derived from the use of new SCBA technology far outweighs their purchase price. The use of a SCBA will undoubtedly be a clear and direct benefit to the community due to a reduction in the financial, emotional, and physical losses associated with a fire, and fire related injuries. Additionally, the Department will save on over \$5,000 in maintenance and repair costs for aging and obsolete SCBA units. Above all, our firefighters will be using the most advanced equipment available when responding to emergency calls and the safety and live saving benefits of the project are significant. As we have experienced an increase in call volume, taken on new haz-mat responsibilities, and struggled with budget constraints, this investment will ensure the safety and effectiveness of our firefighters.

The purchase of the proposed equipment will enable the department to maintain its current high level of readiness thereby not only benefitting the Summit Fire Department and the community it serves, but also the surrounding communities both in and outside of Union County with which the department has established mutual and automatic aid agreements. In addition, at a time when public dollars for new equipment are extremely limited, the tax payers of Summit will benefit from having to fund only ten percent of the costs associated with purchasing the proposed equipment and from having a department that is fully equipped to provide critical fire suppression services amid complex infrastructure and a high concentration of aging housing stock. Additionally, the project will address compatibility issues with mutual and automatic aid partners. Once our air tanks are empty when responding to a call outside of Summit, we can no longer aid in the rescue or firefighting efforts and the same is true for those providing aid to Summit. The equipment we are requesting will be compatible with our surrounding municipalities so that we can provide assistance for a longer period of time when responding to these calls. The ability to better protect firefighter and civilian lives, ensure compatibility with other departments, protect high fire risk and high hazard structures, and reduce repair expenditures provides a high benefit for the proposed investment in SCBA units.

**\* Section # 3 Statement of Effect:** How would this award impact the daily operations of your department? How would this award impact your department's ability to protect lives and property in your community? **\*4000 characters**

The purchase of new SCBA technology will enhance the daily operations of the department by supporting fire suppression, search and rescue operations, and rapid intervention teams. The project will ensure 100% compliance with NFPA standards for SCBA inventory on front-line seated riding positions, reduce annual repair and maintenance costs for obsolete SCBA equipment, and significantly enhance the safety of our firefighters.

The Summit Fire Department covers many high-density population structures with occupants in high fire fatality risk age groups; those under the age of 14 and over the age of 65. The City of Summit, having numerous schools, apartment and condominium complexes, a large commercial downtown shopping district, and a 268,000 square foot shopping mall within its jurisdiction creates the potential for a major life safety hazard. Fire suppression and search and rescue operations in these types of occupancies are a huge undertaking. These new SCBA units would allow firefighters to search at a more rapid and safe pace. Without the use of properly functioning SCBA units, these tasks can be very time consuming and dangerous, which causes the victims and firefighters to be exposed to the toxic atmospheres associated with a fire

decreasing their chances of survival. Having this essential lifesaving equipment available will allow the department to fulfill its obligations to protect life and property of not only the public but also to other departments both within Union County and outside our County (Essex and Morris) with which we have automatic and mutual aid agreements to provide Rapid Intervention Crews (RIC) for compliance with a two-in/two-out regulation, and/or supplement fire suppression, search and rescue operations.

Since we purchased most of our current SCBA units between 14-16 years ago, the technology has changed significantly. Life-saving safety features that are not available on our obsolete equipment, such as heads up displays, will better protect our firefighters at the scene of an incident. The new SCBA units will also be compatible with our mutual and automatic aid partners with features such as dual EBSS, carbon quick connect regulator, and rapid intervention/universal air connection to allow for cylinder replenishment and/or connection to another SCBA.

This equipment will also aid our firefighters in their new mission, which requires us to respond to hazardous substance incidences at a biopharmaceutical campus about 5-10 times per month. Prior to last year, an independent fire brigade protected the site, but this has since been disbanded. As our mission has expanded, replacing our obsolete SCBA Units will have a significant impact on safety when responding to incidences at the research site, which poses new, unforeseen and highly complex challenges to our firefighters.

In addition, Summit is located seventeen miles west of New York City. The Summit Fire Department responded into New York on September 12, 2001 providing mutual aid station coverage to allow FDNY Companies to respond into and operate at Ground Zero. The threat of terrorism has greatly impacted the way our department operates and prepares for emergencies. Any incident involving any one of the identified targets in our community, whether it were a terrorist attack, structure fire, industrial accident or a natural disaster, requires the Summit Fire department to maintain a high level of readiness. The acquisition of new state-of-the-art SCBA units for protecting firefighters and individuals in all age groups would have an immediate and beneficial effect on the daily operations of the department, particularly operations pertaining to safeguarding the lives of property of the residents of the community as well as the members of the department. We will have better compatibility with mutual and automatic aid partners and be able to better protect our firefighters despite increased call volume and responsibilities.

**Budget**

Budget Object Class

a. Personnel	\$ 0
b. Fringe Benefits	\$ 0
c. Travel	\$ 0
d. Equipment	\$ 256,000
e. Supplies	\$ 0
f. Contractual	\$ 0
g. Construction	\$ 0
h. Other	\$ 4,200
i. Indirect Charges	\$ 0
j. State Taxes	\$ 0
Federal and Applicant Share	
Federal Share	\$ 236,546
Applicant Share	\$ 23,654
Applicant Share of Award (%)	10

\* Non-Federal Resources (The combined Non-Federal Resources must equal the Applicant Share of \$ 23,654)

a. Applicant	\$ 23,654
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b. State	\$ 0
c. Local	\$ 0
d. Other Sources	\$ 0

If you entered a value in Other Sources other than zero (0), include your explanation below. You can use this space to provide information on the project, cost share match, or if you have an indirect cost agreement with a federal agency.

**Total Budget**

**\$ 260,200**

Attachment: Summit AFG EMW-2016-FO-05423 (4634 : Authorize Application Submission - FEMA Assistance to Firefighters Grant Program -

### Narrative Statement

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For 2011 and on, the Narrative section of the AFG application has been modified. You will enter individual narratives for the Project Description, Cost-Benefit, Statement of Effect, and Additional Information in the Request Details section for each Activity for which you are requesting funds. Please return to the Request Details section for further instructions. You will address the Financial Need in Applicant Characteristics II section of the application. We recommend that you type each response in a Word Document outside of the grant application and then copy and paste it into the spaces provided within the application.

Attachment: Summit AFG EMW-2016-FO-05423 (4634 : Authorize Application Submission - FEMA Assistance to Firefighters Grant Program -

## Assurances and Certifications

### FEMA Form SF 424B

**You must read and sign these assurances. These documents contain the Federal requirements attached to all Federal grants including the right of the Federal government to review the grant activity. You should read over the documents to become aware of the requirements. The Assurances and Certifications must be read, signed, and submitted as a part of the application.**

**Note: Fields marked with an \* are required.**

#### O.M.B Control Number 4040-0007

#### Assurances Non-Construction Programs

**Note:** Certain of these assurances may not be applicable to your project or program. If you have any questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. Section 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. Sections 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. Sections 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Acts of 1968 (42 U.S.C. Section 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Title II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interest in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. Section 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. Section 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

Signed by **Eric Evers** on **11/18/2016**

**Form 20-16C**

**You must read and sign these assurances.**

**Certifications Regarding Lobbying, Debarment, Suspension and Other Responsibility Matters and Drug-Free Workplace Requirements.**

**Note: Fields marked with an \* are required.**

**O.M.B Control Number 1660-0025**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 44 CFR Part 18, "New Restrictions on Lobbying; and 44 CFR Part 17, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Homeland Security (DHS) determines to award the covered transaction, grant, or cooperative agreement.

**1. Lobbying**

A. As required by the section 1352, Title 31 of the US Code, and implemented at 44 CFR Part 18 for persons (entering) into a grant or cooperative agreement over \$100,000, as defined at 44CFR Part 18, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement and extension, continuation, renewal amendment or modification of any Federal grant or cooperative agreement.

(b) If any other funds than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities", in accordance with its instructions.

(c) The undersigned shall require that the language of this certification be included in the award documents for all the sub awards at all tiers (including sub grants, contracts under grants and cooperative agreements and sub contract(s)) and that all sub recipients shall certify and disclose accordingly.

**2. Debarment, Suspension and Other Responsibility Matters (Direct Recipient)**

A. As required by Executive Order 12549, Debarment and Suspension, and implemented at 44CFR Part 67, for prospective participants in primary covered transactions, as defined at 44 CFR Part 17, Section 17.510-A, the applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency.

(b) Have not within a three-year period preceding this application been convicted of or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or perform a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

(c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification: and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

**3. Drug-Free Workplace (Grantees other than individuals)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 44CFR Part 17, Subpart F, for grantees, as defined at 44 CFR part 17, Sections 17.615 and 17.620:

(A) The applicant certifies that it will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace;
- (2) The grantees policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant to be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

- (1) Abide by the terms of the statement and
- (2) Notify the employee in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

(e) Notifying the agency, in writing within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to the applicable DHS awarding office, i.e. regional office or DHS office.

(f) Taking one of the following actions, against such an employee, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement or other appropriate agency.

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

(B) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance

Street	City	State	Zip	Action
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If your place of performance is different from the physical address provided by you in the Applicant Information, press **Add Place of Performance** button above to ensure that the correct place of performance has been specified. You can add multiple addresses by repeating this process multiple times.

Section 17.630 of the regulations provide that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for DHS funding. States and State agencies may elect to use a Statewide certification.

Signed by **Eric Evers** on **11/18/2016**



**FEMA Standard Form LLL**

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**Only complete if applying for a grant for more than \$100,000 and have lobbying activities. See Form 20-16C for lobbying activities definition.**

Attachment: Summit AFG EMW-2016-FO-05423 (4634 : Authorize Application Submission - FEMA Assistance to Firefighters Grant Program -

# Submit Application

**Application 100% complete, Submitted**

Please click on any of the following links to visit a particular section of your application. Once all areas of your application are complete, you may submit your application.

Application Area	Status
Applicant's Acknowledgements	<a href="#">Complete</a>
Overview	<a href="#">Complete</a>
Contact Information	<a href="#">Complete</a>
Applicant Information	<a href="#">Complete</a>
Applicant Characteristics (I)	<a href="#">Complete</a>
Applicant Characteristics (II)	<a href="#">Complete</a>
Department Call Volume	<a href="#">Complete</a>
Request Information	<a href="#">Complete</a>
Request Details	<a href="#">Complete</a>
Budget	<a href="#">Complete</a>
Assurances and Certifications	<a href="#">Complete</a>

**PLEASE READ THE FOLLOWING STATEMENTS BEFORE YOU SUBMIT.**

- o **YOU WILL NOT BE ALLOWED TO EDIT THIS APPLICATION ONCE IT HAS BEEN SUBMITTED.** If you are not yet ready to submit this application, save it, and log out until you feel that you have no more changes.
- o **When you submit this application, you, as an authorized representative of the organization applying for this grant, are certifying that the following statements are true:**

To the best of my knowledge and belief, all data submitted in this application are true and correct.

This application has been duly authorized by the governing body of the applicant and the applicant will comply to the Assurances and Certifications if assistance is awarded.

To sign your application, check the box below and enter your password in the space provided. To submit your application, click the Submit Application button below to officially submit your application to FEMA.

**Note:** The primary contact will be responsible for signing and submitting the application. Fields marked with an \* are required.

I, Eric Evers, am hereby providing my signature for this application as of 18-Nov-2016.

Attachment: Summit AFG EMW-2016-FO-05423 (4634 : Authorize Application Submission - FEMA Assistance to Firefighters Grant Program -

**AUTHORIZE REFUNDS - DEPARTMENT OF COMMUNITY PROGRAMS**

December 6, 2016

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
Damien Donck 30 Parkview Terrace Summit, NJ 07901	Wrestling	\$145.00
Cinthya Gonzaelez 5 South Street Summit, NJ 07901	Chef It Up	\$10.00
Matthew Cohen 22 Kings Hill Court Summit, NJ 0790	Chef It Up	\$115.00
Gia O'Keefe 1 Colony Drive Summit, NJ 07901	Wrestling	\$40.00
Annette Ricciardi 35 Bedford Road Summit, NJ 07901	Basketball	\$105.00
Teresa Blagdon 35 Green Way New Providence, NJ 07974	Community Center Donation	\$100.00
Anna Kasbo 11 Dunnder Drive Summit, NJ 07901	Basketball	105.00

Dated: December 6, 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, December 6, 2016.

City Clerk

Resolution (ID # 4619)  
December 6, 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: **Department of Community Programs Ice Skating Event with Bon Fire and Related Activities, Sunday, December 11, 2016 –Portion of the Village Green & a Portion of the Elm Street Lot (11:00 a.m. –9:00 p.m.) – Rain Date: January 8, 2017**

Permission:

1. Temporary installation of a synthetic ice skating rink in the Elm Street Lot, as well as the conduct of related activities on the Village Green is hereby authorized.
2. Setup of a bonfire in the Elm Street Lot 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. Proper installation of the synthetic ice skating rink shall be coordinated and supervised by the DCP Director or his designee(s).
2. All landscape areas to be protected by fence barriers where appropriate.
3. 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.
4. At least one week prior to the event date, a request shall be submitted to the Parking Services Manager to properly display “No Parking after 12:00PM” signs at the Elm Street Lot.
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 deposit be and it is 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: December 6, 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 December 6, 2016.

City Clerk

Resolution (ID # 4539)  
December 6, 2016

**AUTHORIZE FIRE HOUSE CHRISTMAS PARTY**

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

That permission is hereby granted for the use of the Fire Headquarters for a reception and Christmas party for all retired, paid, and volunteer department members and their families and children to meet Santa and have refreshments on Sunday, December 11, 2016 from 12:00 noon until 2:00 pm., subject to supervision of the Fire Chief.

Dated: December 6, 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, December 6, 2016.

City Clerk



**Fire Department**  
CA - Safety

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

Meeting: 12/06/16 07:30 PM

**RESOLUTION (ID # 4539)**

DOC ID: 4539

**TO:** Mayor and Common Council  
**FROM:** Eric Evers, Fire Chief  
**DATE:** November 9, 2016

**CITY OF SUMMIT**  
**Fire Department**  
**MEMO**



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

**FROM:** CHIEF ERIC EVERS

**RE:** RESOLUTION AUTHORIZING THE ANNUAL FIRE DEPARTMENT CHRISTMAS PARTY

**DATE:** NOVEMBER 9, 2016

**COPY:** MICHAEL ROGERS, CITY ADMINISTRATOR  
ROSEMARY LICATESE, CITY CLERK

A resolution is requested for the Common Council meeting of December 6, 2016 authorizing the use of Fire Headquarters for the Department Christmas party on Sunday, December 11, 2016, from 12:00 noon to 2:00 P.M.

The event will be held under the supervision of the Fire Chief. We will host approximately 120 people, consisting of current and retired members of the department, their families, and invited guests.

Thank you for your consideration in this matter.



**CITY OF SUMMIT  
FIRE DEPARTMENT**

**MEMO**

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

**FROM:** CHIEF ERIC EVERS

**RE:** RESOLUTION AUTHORIZING THE ANNUAL FIRE DEPARTMENT CHRISTMAS PARTY

**DATE:** NOVEMBER 9, 2016

**COPY:** MICHAEL ROGERS, CITY ADMINISTRATOR  
ROSEMARY LICATESE, CITY CLERK

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A resolution is requested for the Common Council meeting of December 6, 2016 authorizing the use of Fire Headquarters for the Department Christmas party on Sunday, December 11, 2016, from 12:00 noon to 2:00 P.M.

The event will be held under the supervision of the Fire Chief. We will host approximately 120 people, consisting of current and retired members of the department, their families, and invited guests.

Thank you for your consideration in this matter.

**AUTHORIZE CHANGE ORDER NO. 2 & FINAL - DOWNTOWN CONDUIT INSTALLATION  
PROJECT - [\$1,010.25]**

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

That, due to the actual quantities utilized during this project, the City Engineer/Deputy DCS Director, in a memo dated November 7, 2016, recommends Change Order No. 2 decreasing the original contract with Pacific Construction, LLC, 531 Route 22 E #240, Whitehouse Station, NJ 08889, by \$1,010.25, which in the aggregate does not exceed 20% of the net contract amount.

Dated: December 6, 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, December 6, 2016.

City Clerk



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**RESOLUTION (ID # 4605)**

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DOC ID: 4605

TO: Mayor and Common Council

FROM: Aaron Schrager, City Engineer/ Deputy DCS Director

DATE: November 7, 2016

**SUMMARY**

Attached, please find Change Order No. 2 & Final for Pacific Construction for the Downtown Conduit Installation Project. This change order reflects actual quantities completed during construction and as verified by the project engineer. Change Order No. 2 results in a deduction to the contract in the amount of \$1,010.25. The amended contract amount, including all change orders is \$461,701.75.

Based on the above information, I recommend Common Council approve Change Order No. 2 & Final for the Downtown Conduit Project.

If you have any questions, please contact me at your earliest convenience



Resolution (ID # 4613)  
December 6, 2016

**CANCEL ACCOUNTS PAYABLE BALANCES CURRENT FUND**

WHEREAS, there exists Accounts Payable on the balance sheet of the Current Fund, and

WHEREAS, the funds creating these reserves have been investigated and it has been determined that these reserves should be canceled.

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

That the following reserve totaling **\$49,713.82** is hereby canceled:

Accounts Payable 2009	\$19,000.00
Accounts Payable 2013	\$28,358.82
Accounts Payable 2015	\$2,355.00

Dated: December 6, 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, December 6, 2016.

City Clerk



**Finance**  
CA - Finance/Personnel

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

Meeting: 12/06/16 07:30 PM

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**RESOLUTION (ID # 4613)**

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DOC ID: 4613

TO: Mayor and Common Council

FROM: Marge Gerba, City Treasurer

DATE:

**SUMMARY**

This resolution cancels the following types of items:  
unused balances of blanket purchase orders  
unused balances of contracts  
line items that were subsequently paid on other purchase orders.

Resolution (ID # 4624)  
December 6, 2016

**CANCEL IMPROVEMENT AUTHORIZATION FUNDS - GENERAL CAPITAL**

WHEREAS, there are certain improvement authorizations that were funded in total or in part by proceeds of bonds issued or utilization of the Capital Surplus, and

WHEREAS, there are unexpected balances of aforementioned improvement authorizations and no further expenditures will be disbursed from said authorizations.

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

That the attached unexpended balances of improvement authorizations be cancelled and be credited to Capital Surplus or Deferred Charges Unfunded, as appropriate.

Dated: December 6, 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, December 6, 2016.

City Clerk



**Finance**  
CA - Finance/Personnel

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

Meeting: 12/06/16 07:30 PM

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**RESOLUTION (ID # 4624)**

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DOC ID: 4624

TO: Mayor and Common Council

FROM: Marge Gerba, City Treasurer

DATE: November 16, 2016

**SUMMARY**

This housekeeping resolution acknowledges the “completeness” of these capital projects with ordinances that were originally issued between 2006 and 2010, and which were funded either by the authorization for Bonds and Notes, Capital Surplus or through the Capital Improvement Fund. This action cancels the unused balances, reducing the outstanding amount of Bonds and Notes Authorized But Not Issued or returning those funds to the Capital Surplus or Improvement Funds.

Unexpended Balances that can be Cancelled:

	Ord year	Authorized Amount	Capital Improvement Fund	Capital Surplus	Deferred Charges Unfunded	Total to be Cancelled	
2714	Improve Facilities	2006	3,428,000.00	-	328,013.01	514,500.00	842,513.01
2726	Improve Transfer Station Floor	2006	50,000.00	-	5,000.00	-	5,000.00
2733	Upper Tatlock Field Improvements	2006	1,700,000.00	-	5,000.00	-	5,000.00
2763	Various Improvements Capital Surplus	2007	504,500.00	-	1,283.61	-	1,283.61
2766	Improvements to Transfer Station	2007	185,000.00	-	1,747.33	-	1,747.33
2782	Improvements Oak Ridge Avenue	2007	860,000.00	-	1,000.00	-	1,000.00
2783	Curbs & Sidewalks Oak Ridge	2007	240,000.00	-	1,000.00	-	1,000.00
2809	Improvement Hobart Avenue	2008	765,000.00	-	1,000.00	-	1,000.00
2810	Curbs & Sidewalks Hobart	2008	265,000.00	-	1,000.00	-	1,000.00
2813	Various Improvements	2008	2,272,000.00	-	-	454,650.82	454,650.82
2815	Various Improvements Capital Surplus	2008	811,000.00	-	19,929.83	-	19,929.83
2816	Various Improvements CIF	2008	183,000.00	29,263.05	-	-	29,263.05
2822	Improve Aubrey Roadway	2008	353,000.00	-	-	1,000.00	1,000.00
2823	Aubrey Curbs & Sidewalks	2008	143,000.00	-	1,000.00	-	1,000.00
2829	Improve High Street	2008	195,000.00	-	-	221.42	221.42
2830	High Street Curbs & Sidewalks	2008	93,000.00	-	1,000.00	-	1,000.00
2843	Curbs & Sidewalks Hobart	2009	70,000.00	-	1,000.00	-	1,000.00
2844	Improvement Hobart Avenue Sect III	2009	500,000.00	-	568.62	-	568.62
2858	Curbs & Sidewalks Various Roads	2009	78,000.00	-	1,000.00	-	1,000.00
2869	Tax Liability payments	2009	1,380,000.00	-	7,342.94	-	7,342.94
2875	Various Improvements	2009	668,000.00	-	13,170.05	147,964.27	161,134.32
2876	Various Improvements CIF	2009	147,000.00	19,506.16	-	-	19,506.16
2877	Various Improvements Capital Surplus	2009	364,000.00	-	77,970.79	-	77,970.79
2878	Improve Woodland Road	2009	593,000.00	-	40,000.00	59,000.00	99,000.00
2879	Improve Woodland Local	2009	78,000.00	-	2,000.00	3,275.40	5,275.40
2880	Improve Parkview Area	2009	159,000.00	-	-	1,622.65	1,622.65
2881	Parkview Curbs & Sidewalks	2009	53,000.00	-	3,746.97	-	3,746.97
2882	Improve New England Avenue	2009	286,000.00	-	-	24,869.65	24,869.65
2883	Improve New England Local	2009	32,000.00	-	6,167.51	6,786.93	12,954.44
2912	Various Improvements	2010	2,200,000.00	-	-	713,833.81	713,833.81
2916	Special Assessment Norwood Avenue	2010	20,000.00	-	1,000.00	9,840.00	10,840.00
2920	Beekman Road Assessments	2010	150,000.00	-	7,500.00	-	7,500.00
2921	Improve Beekman Road	2010	600,000.00	-	40,500.00	-	40,500.00
2922	Miele Place Assessments	2010	75,000.00	-	4,000.00	33,688.00	37,688.00
2923	Improve Miele Place	2010	275,000.00	-	-	38,789.62	38,789.62
2924	Sunset Drive Assessments	2010	100,000.00	-	17,587.62	9,510.27	27,097.89
2925	Improve Sunset Drive	2010	500,000.00	-	-	217,809.21	217,809.21
			<b>\$ 48,769.21</b>	<b>\$ 590,528.28</b>	<b>\$ 2,237,362.05</b>	<b>\$ 2,876,659.54</b>	

Attachment: res 4624 cancel gen capital (4624 : Cancel Improvement Authorization Funds - General

Resolution (ID # 4616)  
December 6, 2016

**REFUND OVERPAYMENT OF 2016 TAXES- TAX COURT JUDGMENT**

WHEREAS, the Collector of Taxes has received a Tax Court Judgment from the Tax Court of New Jersey reducing the assessment on the following property for 2016.

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) or credit as follows:

Block	Lot	Name	Amount
2201	19	June Razzano Kennedy 70 Fernwood Road  2016 Original Assessment:           1,143,800 = 49,194.84 Per Tax Court, Assessment:    908,000 = 39,053.08  <b>Amount to be Refunded</b>  Check Payable to: June Kennedy and Jennifer R. Jacobus, Esq.  Mail to: Jacobus & Associates LLC c/o Jennifer R Jacobus, Esq. 201 Littleton Road 1 <sup>st</sup> Floor Morris Plains, NJ 07950	    \$10,141.76   \$10,141.76

Dated: December 6, 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, December 6, 2016

City Clerk



		Johnson, Matthew & Mary Elizabeth 77 Prospect Hill Summit NJ 07901  Cancel 2017 preliminary taxes 1 <sup>st</sup> and 2 <sup>nd</sup> Qtrs.	\$258.06
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Dated: December 6, 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, December 6, 2016.

City Clerk

Resolution (ID # 4271)  
December 6, 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: December 6, 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, December 6, 2016.

City Clerk

SUMMIT SMARTCARD, PREPAID PARKING, AND OVERNIGHT PARKING PERMITS REFUNDS  
 COUNCIL MEETING DATE: December 6, 2016

NAME	ADDRESS	TYPE	REASON	REFUND AMOUNT
Krista Speno	103 Philadelphia Blvd., Sea Girt, NJ 08750	SmartCards #11041, #11042	No longer needs	\$63.50
				\$63.50

Attachment: Refunds December 6, 2016 (4271 : Authorize Parking Refunds - Summit SmartCard, Prepaid

Resolution (ID # 4637)  
December 6, 2016

**AUTHORIZING PAYMENT OF BILLS - \$963,614.94**

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 \$963,614.94 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: December 6, 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, December 6, 2016.

City Clerk



Finance and Personnel Committee  
CA - Finance/Personnel

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

Meeting: 12/06/16 07:30 PM

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**RESOLUTION (ID # 4637)**

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DOC ID: 4637

TO: Mayor and Common Council

FROM: Marge Gerba, City Treasurer

DATE: November 30, 2016

Authorize Payment of Bills - \$963,614.94

**BILL LIST**

**REGULAR MEETING**

**DECEMBER 6<sup>TH</sup> 2016**

Attachment: Bill List 12-6-16 (4637 : Authorize Payment of Bills - \$963,614.94)

Rcvd Batch Id Range: First		to Last		Rcvd Date Start: 0		End: 11/23/16		Report Format: Condensed	
Rcvd Date	Batch Id	PO #	Description	Vendor		Amount	Contract		
11/23/16	AFFHOUSE	16-02000	AFFORDABLE HOUSING BLANKET	BURGIS	BURGIS ASSOCIATES, INC.	181.25			
11/23/16	AFFHOUSE	16-01744	AFFORDABLE HOUSING LITIGATION	DIFRA005	DIFRANCESCO BATEMAN KUNZMAN	54.00			
					Total for Batch: AFFHOUSE	235.25			
11/23/16	ANIMAL	16-01784	ANIMAL CONTROL CHARGES	ANIMALCS	ANIMAL CONTROL SOLUTIONS LLC	150.00			
					Total for Batch: ANIMAL	150.00			
11/23/16	CAPITAL	15-03176	DEFOREST SECTION II PROJECT	4CLEAN50	4 CLEAN-UP INC	157,734.66			
11/23/16	CAPITAL	16-03444	City Hall Janitorial Supplies	ATRAJANI	ATRA JANITORIAL SUPPLY CO. INC	764.31			
11/23/16	CAPITAL	16-03453	ICE 120NBT-OB 20" ORBITAL FLOO	ATRAJANI	ATRA JANITORIAL SUPPLY CO. INC	6,500.00			
11/23/16	CAPITAL	16-02232	ENGINEERING DESIGN SERVICES	BOSWEL50	BOSWELL ENGINEERING	5,188.15			
11/23/16	CAPITAL	16-02638	INVESTORS FIELD SOUND SYSTEM	COSKEYST	COSKEYS TV&RADIO SALES&SRV INC	23,242.00			
11/23/16	CAPITAL	16-01846	DOWNTOWN ROAD CONDUIT INSTALL	PACIFICC	PACIFIC CONSTRUCTION LLC	77,112.00			
11/23/16	CAPITAL	16-01750	COMMUNITY CNTR PHASE I REVIEW	POTTERAR	POTTER ARCHITECTS LLC	15,000.00			
11/23/16	CAPITAL	16-02335	CORNOG FIELD HOUSE ROOF	POTTERAR	POTTER ARCHITECTS LLC	7,460.00			
11/23/16	CAPITAL	15-02644	OFF DUTY VARIOUS ROAD PROJECTS	UNIONC43	UNION COUNTY POLICE	9,390.00			
11/23/16	CAPITAL	16-03739	Public Notice bid Colt Rd	WORRAL33	WORRALL COMMUNITY NEWSPAPERS	48.81			
					Total for Batch: CAPITAL	302,439.93			
11/23/16	DCP	16-03594	11x17 Single Sided Color Print	ACEREP50	ACE REPROGRAPHIC SERVICE, INC.	94.50			
11/23/16	DCP	16-02595	Field Maintenance BPO	GRASSR50	GRASS ROOTS, TURF PRODUCTS INC	39.95			
11/23/16	DCP	16-02021	2016 SOCIAL SERVICES CONTRACT	SAGEEL50	SAGE ELDERCARE, INC	5,764.66			
11/23/16	DCP	16-00369	Office Supplies BPO	STAPLESR	STAPLES ADVANTAGE CREDIT SRVCS	77.60			
11/23/16	DCP	16-01238	Equipment Maint. & Parts BPO	STORRT50	STORR TRACTOR CO	1,096.93			
11/23/16	DCP	16-03625	563310 SQ D/Dup Receipt	SUMMIT40	SUMMIT IND. HARDWARE #365	2.54			
11/23/16	DCP	16-00253	Meeting Supplies Blanket PO	VILLAG50	VILLAGE SUPERMARKETS	9.99			
					Total for Batch: DCP	7,086.17			
11/23/16	FINANCE	16-03759	Ref Overpymt 2016 4th Qtr.Tax	BOILI005	BOILING SPRINGS SAVINGS BANK	3,596.09			
11/23/16	FINANCE	16-00569	Clerk Copier Lease Blanket	CANONFIN	CANON FINANCIAL SERVICES INC	1,364.00			
11/23/16	FINANCE	16-03553	COS DCS VARIOUS PROJECTS	CITYOF46	CITY OF SUMMIT OFF DUTY	8,490.00			
11/23/16	FINANCE	16-03758	REF OVERPYMT 2016 4TH QTR TAX	CORE100	CORE LOGIC REAL ESTATE TAX SER	153,733.78			
11/23/16	FINANCE	16-03310	CoUrbanize 8/23/16-9/22/16	COURBANI	COURBANIZE, INC	400.00			
11/23/16	FINANCE	16-03336	CoUrbanize #2581, #2622	COURBANI	COURBANIZE, INC	506.67			
11/23/16	FINANCE	16-00932	CITY SOLICITOR 2016 CONTRACT	DIFRA005	DIFRANCESCO BATEMAN KUNZMAN	3,612.00			
11/23/16	FINANCE	15-04623	BALANCE OF 2014 JCPL PROPOSAL	HENDRICK	HENDRICK APPRAISAL COMPANY,LLC	3,500.00			
11/23/16	FINANCE	16-02023	Payover 2016 agreement	HOMETOWN	HOME TOWNE TELEVISION	2,949.12			
11/23/16	FINANCE	16-03764	Ref Overpymt 2016 CBJ 3205/18	JANKO005	Jankowski, Jasmine & William	1,225.78			
11/23/16	FINANCE	16-00152	CURR MASTER 200000000808 BLNKT	JCPL0050	JCP&L	3,480.08			
11/23/16	FINANCE	16-03709	REF TAXES 2016 TCJ 2201/19	JUNEK005	June Kennedy & Jennifer R	10,141.76			
11/23/16	FINANCE	16-03541	monthly cellular phone	KEATIN50	KEATING, EILEEN	80.00			
11/23/16	FINANCE	16-03640	interpreting services	KIMMASTE	KIM MASTER	262.50			
11/23/16	FINANCE	16-02990	Grant Writing Services 2016	MILLSTRA	MILLENNIUM STRATEGIES, LLC	3,500.00			
11/23/16	FINANCE	16-03632	tickets complaints	MUNICI72	MUNICIPAL RECORD SERVICE	1,747.00			
11/23/16	FINANCE	16-03750	Affordable Housing AD 10/19	NJADVANM	NJ ADVANCE MEDIA LLC	305.45			
11/23/16	FINANCE	16-03548	RFQ Ad for 2017 Prof. Services	NJLEAG50	NJ LEAGUE OF MUNICIPALITIES	110.00			
11/23/16	FINANCE	16-03565	NJMMA Awards Luncheon 11/16/16	NJMMA066	NJMMA	60.00			
11/23/16	FINANCE	16-03688	NJMMA Awards Luncheon 11/16/16	NJMMA066	NJMMA	150.00			
11/23/16	FINANCE	16-03631	interpreting services	PINTOR50	PINTO, RAUL M.	150.00			
11/23/16	FINANCE	16-03467	Ref Overpmt 2014 TCJ 2103/12	RUTHH005	Ruth Haas and Stanley	3,097.44			
11/23/16	FINANCE	16-03455	Projectors	SAIENTER	SAI ENTERPRISES INC	2,514.00			
11/23/16	FINANCE	16-02437	2016 Tax Counsel Services	SKOLOF50	SKOLOFF & WOLFE, P.C.	25,880.19			

Attachment: Bill List 12-6-16 (4637 : Authorize Payment of Bills - \$963,614.94)

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
11/23/16	FINANCE	16-02440	2016 APPRAISAL SERVICES	SODANOAP SODANO APPRAISAL SERVICES LLC	3,325.00	
11/23/16	FINANCE	16-03384	BUBBLE SOCCER ADMIN/EXEC/STAFF	THENEFWN THE NEW FUN SERVICES	975.00	
11/23/16	FINANCE	16-03312	Inv.128811 Bubble Soccer Tees	TRIP TRIPLE CROWN SPORTS, INC.	340.00	
11/23/16	FINANCE	16-03283	MUNICIPAL COURT CELL PHONE	VERIZ408 VERIZON WIRELESS	161.54	
11/23/16	FINANCE	16-00003	BLANKET SUPPLY ORDERS (CLERK)	WBMASON W.B. MASON CO, INC	723.94	
11/23/16	FINANCE	16-03462	Assessment Supplies	WBMASON W.B. MASON CO, INC	53.98	
11/23/16	FINANCE	16-03760	REF OVERPYMT 2016 4TH QTR TAX	WELLSF50 WELLS FARGO R.E. TAX SERVICE	25,777.07	
11/23/16	FINANCE	16-03530	Legal Ads Ordinances Blanket	WRRAL33 WRRALL COMMUNITY NEWSPAPERS	216.42	
11/23/16	FINANCE	16-03726	Fairness Haring Reschedule Not	WRRAL33 WRRALL COMMUNITY NEWSPAPERS	70.86	
11/23/16	FINANCE	16-03729	Public Notice Advertisement	WRRAL33 WRRALL COMMUNITY NEWSPAPERS	97.62	
Total for Batch: FINANCE					262,597.29	
11/23/16	HEALTH	16-01694	OFFICE SUPPLIES	STAPLESR STAPLES ADVANTAGE CREDIT SRVCS	52.51	
11/23/16	HEALTH	16-03627	R.DeMayo REHS Lic. Renewal	TREASU45 TREASURER, STATE OF NEW JERSEY	50.00	
Total for Batch: HEALTH					102.51	
11/23/16	PARKCAP	16-01871	TIER GARAGE REHABILITATION	SOUTHSHR SOUTH SHORE CONSTRUCTION, LLC	25,564.50	
Total for Batch: PARKCAP					25,564.50	
11/23/16	PARKING	16-03600	QUOTE#006299 Receipt Tickets	AMANOMCG AMANO MCGANN INC	580.00	
11/23/16	PARKING	16-03512	#01HL7749 POWER STEERING PUMP	BUY-WI50 BUY-WISE	92.72	
11/23/16	PARKING	16-02663	QuoteJC13048 HH Door Release	DETERR50 DETERRENT TECHNOLOGIES	1,715.98	
11/23/16	PARKING	16-00154	PARK MASTER 200000000808 BLNKT	JCPL0050 JCP&L	2,888.44	
11/23/16	PARKING	16-03692	NJMAA Awards Luncheon 11/16/16	NJMAA066 NJMAA	30.00	
11/23/16	PARKING	16-03607	#566178/566314/566316/569928	QUALIT25 QUALITY AUTOMOTIVE CO.	384.94	
11/23/16	PARKING	16-03608	#569971/569966/565816/570867	QUALIT25 QUALITY AUTOMOTIVE CO.	211.33	
11/23/16	PARKING	16-03649	Quote10/13/16 VISITOR PASSES	RYDIND50 RYDIN DECAL	6,379.09	
11/23/16	PARKING	16-03808	SMARTCARDS 11041 11042	SPENOKRI SPENO, KRISTA	63.50	
11/23/16	PARKING	16-00230	2016 ELEVATOR SERVICE PARKING	THYSSE50 THYSSENKRUPP ELEVATOR CORP.	915.50	
11/23/16	PARKING	16-00332	V-WIRELESS PARKING CELLS/TBLTS	VERIZ408 VERIZON WIRELESS	1,052.74	
11/23/16	PARKING	16-00333	V-WIRELESS PARKING MODEM	VERIZ408 VERIZON WIRELESS	455.52	
Total for Batch: PARKING					14,769.76	
11/23/16	SAFETY	16-03585	PD- Podium Sign	ACEREP50 ACE REPROGRAPHIC SERVICE, INC.	103.87	
11/23/16	SAFETY	16-03641	FD COST FOR CIRCLE PODIUM SIGN	ACEREP50 ACE REPROGRAPHIC SERVICE, INC.	103.87	
11/23/16	SAFETY	16-03642	OEM PODIUM SIGN	ACEREP50 ACE REPROGRAPHIC SERVICE, INC.	40.25	
11/23/16	SAFETY	16-03644	FD MEN'S ROOM REPAIR	ALLCOU66 ALL COUNTY SEWER & DRAIN SRVC	450.00	
11/23/16	SAFETY	16-03584	PD- vehicle Maintenance	APOLLO50 APOLLO BATTERY & TIRE	520.00	
11/23/16	SAFETY	16-03671	Summit Police Car towed 6/8/16	BROOKSID BROOKSIDE FRIENDLY SERVICE	110.00	
11/23/16	SAFETY	16-03418	PD- vehicle Maintenance	BUY-WI50 BUY-WISE	238.98	
11/23/16	SAFETY	16-03580	PD- vehicle Maintenance	BUY-WI50 BUY-WISE	35.33	
11/23/16	SAFETY	16-03662	PD- Contract Services	CAPTUR50 CAPTUREPOINT.com	2,750.00	
11/23/16	SAFETY	16-03492	FD VEH MAINT ITEMS 9-13-16	CHATHAM8 CHATHAM NAPA	32.99	
11/23/16	SAFETY	16-03677	Rental of Firing Range	CHATHTWP CHATHAM TOWNSHIP POLICE DEPT	1,500.00	
11/23/16	SAFETY	16-03579	PD- Equipment Replacement	FITRITE FIT-RITE UNIFORM COMPANY INC	179.96	
11/23/16	SAFETY	16-03634	PD- Public Notary Renewal	FREEMA60 FREEMAN, ROBERT MICHAEL	30.00	
11/23/16	SAFETY	16-03603	PD- Replacement Patches	HILLCI33 HILL CITY CLEANERS	94.50	
11/23/16	SAFETY	16-03619	HOFFMAN TIRE CO INC FD	HOFFM005 HOFFMAN TIRE CO. INC	2,044.40	
11/23/16	SAFETY	16-03611	PD- Psychological Exams	IFP00050 INSTITUTE FOR FORENSIC PSYCHOL	3,650.00	
11/23/16	SAFETY	16-03643	FD REPAIR 2ND FL FAUCET 10/25	JHOGGP50 J HOGG PLUMBING AND HEATING	146.82	
11/23/16	SAFETY	16-03107	PD- Contract Services	L3MOBILE L3-MOBILE VISION INC	167.50	
11/23/16	SAFETY	16-03626	PD- In Car Video Maintenance	L3MOBILE L3-MOBILE VISION INC	1,110.66	
11/23/16	SAFETY	16-03657	PD- L3 2017 Contract	L3MOBILE L3-MOBILE VISION INC	5,169.00	
11/23/16	SAFETY	16-03412	PD- CPU Products	MANSHLM MANSHEL MARKETING LLC	350.00	

Attachment: Bill List 12-6-16 (4637 : Authorize Payment of Bills - \$963,614.94)

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
11/23/16	SAFETY	16-03680	FD MINERVA BUNKER GEAR	MINERVA	MINERVA BUNKER GEAR CLEANERS	119.50
11/23/16	SAFETY	16-03493	FD LIVE BURN TRAINING MATERIAL	MORRILSC	MORRISTOWN LUMBER & SUPPLY CO	871.80
11/23/16	SAFETY	16-00211	FD WATER 780134931 2015	NESTLERR	READYREFRESH BY NESTLE	197.09
11/23/16	SAFETY	16-03537	FD SCOTT AIR PAK TESTING	NEWJER36	NEW JERSEY FIRE EQUIPMENT COMP	586.80
11/23/16	SAFETY	16-03630	PD- Annual Dues 2016-2017	NEWJER66	NJ STATE ASSOC CHIEF OF POLICE	25.00
11/23/16	SAFETY	16-03618	PINNACLE WIRELESS FD	PINNAC	PINNACLE WIRELESS USA INC	728.50
11/23/16	SAFETY	16-03578	PD- Printing Services	PRINTME	PRINT MEDIA	110.00
11/23/16	SAFETY	16-03606	PD- Generator Maintenance	QUALIT25	QUALITY AUTOMOTIVE CO.	713.21
11/23/16	SAFETY	16-03674	Auto Parts Veh#11	QUALIT25	QUALITY AUTOMOTIVE CO.	20.97
11/23/16	SAFETY	16-00224	FD GASOLINE 2016 #74869570	RIGGINS	RIGGINS, INC.	4,486.38
11/23/16	SAFETY	16-01896	POLICE STREET SIGNS	SIGNS	SIGNS & SAFETY DEVICES, LLC	1,280.00
11/23/16	SAFETY	16-03672	Additional No Parking Signs	SIGNS	SIGNS & SAFETY DEVICES, LLC	1,740.00
11/23/16	SAFETY	16-03248	PD- Entrance/Doorway Signs	STEWAR25	STEWART MORRIS INC	300.00
11/23/16	SAFETY	16-03616	SUMMIT ELECTRICAL SUPPLY CO FD	SUMMIT25	SUMMIT ELECTRICAL SUPPLY CO	39.15
11/23/16	SAFETY	16-02447	FIRE DEPT SUPPLIES BLANKET	SUMMIT40	SUMMIT IND. HARDWARE #365	180.20
11/23/16	SAFETY	16-03583	PD- Generator Equipment	SUMMIT40	SUMMIT IND. HARDWARE #365	50.39
11/23/16	SAFETY	16-03605	PD- Cancer Awareness Shirts	THOMPS32	THOMPSON SPORTING GOODS INC	757.00
11/23/16	SAFETY	16-03604	PD- UC DARE Officers Assc.Dues	UNIONC16	UNION COUNTY DARE OFFICERS ASC	75.00
11/23/16	SAFETY	16-03679	POLICE TRAFFIC CONTROL	UNIONC43	UNION COUNTY POLICE	26,490.00
11/23/16	SAFETY	16-03673	Supplies Patrol Cars/Garage	UNIONF50	UNION FIRE EQUIPMENT	1,206.00
11/23/16	SAFETY	16-03598	PD- Detective Bureau Supplies	VILLAG25	VILLAGE OFFICE SUPPLY	171.72
11/23/16	SAFETY	16-03599	PD- Admin/PSC Meeting Supplies	VILLAG25	VILLAGE OFFICE SUPPLY	32.15
11/23/16	SAFETY	16-02106	FD MEETINGS BLANKET	ZAPP1A50	ZAPP1A'S	329.60
Total for Batch: SAFETY						59,338.59
11/23/16	SELFINS	16-03724	DELTA DENTAL BILLING 12-1-16	DELTAD50	DELTA DENTAL	17,031.14
11/23/16	SELFINS	16-03567	MORRIS/GLENSIDE Traffic Signal	JENEL	JEN ELECTRIC, INC.	17,868.00
11/23/16	SELFINS	16-03653	Repair Damaged Signal 7/8/16	JENEL	JEN ELECTRIC, INC.	12,733.00
11/23/16	SELFINS	16-03696	EMERGENCY SIGNAL REPAIR 7/29	JENEL	JEN ELECTRIC, INC.	4,565.80
11/23/16	SELFINS	16-03378	REPAIR 2014 DODGE CHARGER POL	SUMMIT30	SUMMIT FORGE BODY WORKS, INC.	1,372.30
Total for Batch: SELFINS						53,570.24
11/23/16	SEWER	16-01753	SEWER OPERATING PUMP MAINT	ARGENT50	ARGENT CONTRACTING CO INC	1,300.00
11/23/16	SEWER	16-01741	VEHICLE MAINTENANCE	BINDER50	BINDER MACHINERY COMPANY	414.59
11/23/16	SEWER	16-03555	Vehicle/Equipment Maintenance	CAMPBE40	CAMPBELL SUPPLY CO., INC.	126.66
11/23/16	SEWER	16-03057	SEWER OPERATING BLDG MAINT	DREYER50	DREYER'S LUMBER & HARDWARE CO.	153.91
11/23/16	SEWER	16-00153	SEWR MASTER 200000000808 BLNKT	JCPLO050	JCP&L	593.90
11/23/16	SEWER	15-00586	2015 SEWER ENGINEERING CONTRCT	NEGLIA50	NEGLIA ENGINEERING ASSOCIATES	3,915.00
11/23/16	SEWER	16-00403	Vehicle/Equipment Maintenance	QUALIT25	QUALITY AUTOMOTIVE CO.	26.85
11/23/16	SEWER	16-02749	Equipment/Vehicle Maintenance	RALPHD	RALPH DIMONTE ENTERPRISES LLC	245.95
Total for Batch: SEWER						6,776.86
11/23/16	TRUST	16-03735	Instructor TryCAN Lacrosse	CERRONEG	CERRONE, GABRIELLA	270.00
11/23/16	TRUST	16-03734	Assistant TryCAN Lacrosse	DABROWSK	DABROWSKI, ANTONI	75.00
11/23/16	TRUST	16-00258	Inst. Fee TryCAN Dance BPO	DANCEMOV	DANCE MOVE PLAY LLC	675.00
11/23/16	TRUST	16-03747	SKIATING IN SUMMIT EVENT 12/11	FANTASYW	FANTASY WORLD ENTERTAINMENT	1,995.00
11/23/16	TRUST	16-00743	Instructor Fee Legos BPO	GRACENMK	GRACEN MKTNG SVC. LLC	2,880.00
11/23/16	TRUST	16-03687	Fundraiser Event COS DCP	GRANDS50	GRAND SUMMIT HOTEL	10,920.00
11/23/16	TRUST	16-01587	League Fee BPO	INTERCOU	INTERCOUNTY YOUTH SOCCER LEAG	1,890.00
11/23/16	TRUST	16-02007	ZONING ESCROW BLANKET	MASERC50	MASER CONSULTING PA	4,843.75
11/23/16	TRUST	16-02008	PLANNING ESCROW BLANKET	MASERC50	MASER CONSULTING PA	5,900.00
11/23/16	TRUST	16-02009	INSPECTION FEES ESCROW BLANKET	MASERC50	MASER CONSULTING PA	2,670.00
11/23/16	TRUST	16-03628	Participation in the 2016 Golf	METROPOL	METROPOLITAN GOLF ASSOCIATION	2,090.88
11/23/16	TRUST	16-03562	CANDY & TABLECLOTHES	ORIENT50	ORIENTAL TRADING COMPANY, INC.	120.22

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Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
11/23/16	TRUST	16-00269	Inst. Fee Karate BPO	PUGLIO50 PUGLIO, CARMEN	500.00	
11/23/16	TRUST	16-03732	Time/Attendance October Sup.	SMALLW00 SMALLWOOD FINANCIAL GROUP LLC	127.50	
11/23/16	TRUST	16-02004	ZONING ESCROW BLANKET	THEGAL50 THE GALVIN LAW FIRM	600.00	
11/23/16	TRUST	16-01712	Various Field Maint. BPO	TRUGRE50 TRUGREEN CHEMLAWN	17,772.50	
11/23/16	TRUST	16-00276	Supplies BPO	VILLAG50 VILLAGE SUPERMARKETS	51.91	
11/23/16	TRUST	16-03661	02940530655 Supplies for	VILLAG50 VILLAGE SUPERMARKETS	4.47	
11/23/16	TRUST	16-03681	2016 Soccer Referee Fees	WILLE005 WILLECKE, FRED	150.00	
11/23/16	TRUST	16-02015	ZONING/PLANNING ESCROW BLANKET	WORRAL33 WORRALL COMMUNITY NEWSPAPERS	104.59	
11/23/16	TRUST	16-00279	Inst. Fee BPO	WOTA WOTANOWSKI, EILEEN	2,400.00	
11/23/16	TRUST	16-00280	Instructor Fee Mentor Training	WOTA WOTANOWSKI, EILEEN	250.00	
Total for Batch: TRUST					56,290.82	
11/23/16	UCC	16-03765	ICC CONF. AND CODE REIMB.	MARITA50 MARITATO, RAFFAELE	976.69	
11/23/16	UCC	16-00494	UCC - Monthly UCC Charge	NEXTEL50 Nextel Communications	257.20	
11/23/16	UCC	16-03660	Salary & Wages	SCOTTIBE SCOTTI, BEN. B	175.00	
11/23/16	UCC	16-01995	UCC Office Supplies Blanket	STAPLESR STAPLES ADVANTAGE CREDIT SRVCS	130.00	
11/23/16	UCC	16-03762	3 YEAR UCC LICENSE RENEWAL	TREASU30 TREASURER, STATE OF NEW JERSEY	91.00	
11/23/16	UCC	16-03403	OFFICE SUPPLIES UCC/DCS	WBMASON W.B. MASON CO, INC	27.20	
Total for Batch: UCC					1,657.09	
11/23/16	WORKS	16-01752	BLDGS & GROUNDS MAINTENANCE	ARGENT50 ARGENT CONTRACTING CO INC	1,180.00	
11/23/16	WORKS	16-03569	2017 INDIVIDUAL MEMBER APP	ASFPM50 ASSOC OF STATE FLOODPLAIN MGRS	150.00	
11/23/16	WORKS	16-00753	ROAD SALT	ATLANT56 ATLANTIC SALT INC.	24,007.17	
11/23/16	WORKS	16-03624	REIMBURSE TANKER ENDORSEMENT	BALDWMAT BALDWIN, MATTHEW J	10.00	
11/23/16	WORKS	16-02926	ENGINEERING EQUIPMENT	BENMEADO BEN MEADOWS	138.08	
11/23/16	WORKS	16-03010	DPW VEHICLE MAINTENANCE	BUY-WI50 BUY-WISE	68.94	
11/23/16	WORKS	16-02103	TRANSFER STATION TIRE DISPOSAL	CASINGSN CASINGS OF NEW JERSEY INC	252.50	
11/23/16	WORKS	16-02102	DPW - EQUIPMENT MAINTENANCE	CHATHA40 CHATHAM LAWNMOWER SERVICE, INC	239.25	
11/23/16	WORKS	16-00388	Vehicle/Equipment Maintenance	CHATHAM8 CHATHAM NAPA	31.67	
11/23/16	WORKS	16-01211	First Aid Supplies	CINTASCO CINTAS CORPORATION NO. 2	404.87	
11/23/16	WORKS	16-02211	First Aid Supplies - DPW	CINTASCO CINTAS CORPORATION NO. 2	405.12	
11/23/16	WORKS	16-03586	DPW VEHICLE MAINTENANCE	CITYAU50 CITY AUTO TOP	225.00	
11/23/16	WORKS	16-02101	BLDG & GROUNDS MAINT	COLLIN33 COLLINE BROS LOCK & SAFE CO.,	135.40	
11/23/16	WORKS	16-03663	GROUNDS MAINTENANCE MATERIALS	CORNER CORNER-COPIA	4,050.00	
11/23/16	WORKS	16-01856	VEHICLE MAINTENANCE	CUSTOM25 CUSTOM BANDAG INC	391.98	
11/23/16	WORKS	16-01312	2015-2016 PROF'L LANDSCAPING	DONOF D'ONOFRIO & SON INC	4,920.00	
11/23/16	WORKS	16-03658	BLDGS & GROUNDS MAINT	DOORB050 DOOR BOY	185.00	
11/23/16	WORKS	16-01582	PW BLDGS & GRNDS MAINTENANCE	DREYER50 DREYER'S LUMBER & HARDWARE CO.	229.95	
11/23/16	WORKS	16-02471	BLDGS & GROUNDS SUPPLIES	EARDLY50 EARDLY T. PETERSEN COMPANY	106.80	
11/23/16	WORKS	16-00390	CURBSIDE RECYCLING	FBASSOJR F BASSO JR RUBBISH REMOVAL INC	19,001.66	
11/23/16	WORKS	16-00011	DCS Diesel Fuel	FINCHFUE FINCH FUEL OIL CO INC	2,961.70	
11/23/16	WORKS	16-01682	Grounds Maintenance	FUSCOB50 FUSCO BROS INC	155.00	
11/23/16	WORKS	16-03446	PARKS GROUNDS MAINTENANCE	GMFENC50 GM FENCE	218.00	
11/23/16	WORKS	16-02024	BLDGS & GROUNDS/DPW SUPPLIES	HOMED33 HOME DEPOT CREDIT SERVICES	117.83	
11/23/16	WORKS	16-01696	VEHICLE MAINTENANCE	HUDSON66 HUDSON COUNTY MOTORS, INC.	1,147.92	
11/23/16	WORKS	16-01743	VEHICLE MAINTENANCE	INDUST42 INDUSTRIAL RUBBER CO	263.93	
11/23/16	WORKS	16-02301	PB&G EQUIPMENT MAINTENANCE	JENEL JEN ELECTRIC, INC.	902.70	
11/23/16	WORKS	16-03572	REIMBURSEMENT FOR TOLL	LEONTOWV LEONTOWYCZ, VICTOR	2.15	
11/23/16	WORKS	16-01698	DPW Uniform Cleaning	LIBERT20 LIBERTY CLEANERS	281.25	
11/23/16	WORKS	16-01697	Oil Disposal	LORCOP50 LORCO PETROLEUM	105.00	
11/23/16	WORKS	16-03535	BLDGS & GROUNDS MAINTENANCE	NORMAN01 NORMAN MECHANICAL SERVICES LLC	2,023.52	
11/23/16	WORKS	16-00389	Vehicle Maintenance	QUALIT25 QUALITY AUTOMOTIVE CO.	883.96	
11/23/16	WORKS	16-00225	DCS GASOLINE BLANKET	RIGGINS RIGGINS, INC.	9,146.11	
11/23/16	WORKS	16-02281	Continuing Education	RUTGDIV RUTGERS, THE STATE UNIVERSITY	150.00	

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Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
11/23/16	WORKS	16-03693	CONTINUING EDUCATION & LICENSE	SCHRAGER SCHRAGER, AARON	116.89	
11/23/16	WORKS	16-02343	Building/Grounds Maintenance	SHERWI50 SHERWIN WILLIAMS	49.32	
11/23/16	WORKS	16-03554	Equipment/Vehicle Maintenance	SNAP-050 SNAP-ON-INDUSTRIAL	150.21	
11/23/16	WORKS	16-03614	Vehicle/Equipment Maintenance	SPRING84 SPRINGFIELD TRUCK CENTER INC	101.95	
11/23/16	WORKS	16-01558	DCS SUPPLIES/BLDGS & GROUNDS	STAPLESR STAPLES ADVANTAGE CREDIT SRVCS	1,898.51	
11/23/16	WORKS	16-02010	ZONING OFFICE SUPPLIES BLANKET	STAPLESR STAPLES ADVANTAGE CREDIT SRVCS	23.76	
11/23/16	WORKS	16-00395	Fuel Oil/Building Mainenance	STEPHE42 STEPHENS MILLER-MITCHELL SUPRE	819.74	
11/23/16	WORKS	16-00399	Buildings/Grounds Maintenance	SUMMIT25 SUMMIT ELECTRICAL SUPPLY CO	598.68	
11/23/16	WORKS	16-00397	Building/Grounds Maintenance	SUMMIT40 SUMMIT IND. HARDWARE #365	1,775.27	
11/23/16	WORKS	16-00861	Zoning Board Monthly Meetings	THEGAL50 THE GALVIN LAW FIRM	1,850.00	
11/23/16	WORKS	16-02419	PROF'L FORESTRY SERVICES 2016	THESHA50 THE SHADE TREE DEPARTMENT LLC	2,684.92	
11/23/16	WORKS	16-03669	BULK WASTE REMOVAL 2016	WASTEM50 WASTE MANAGMENT OF NJ, INC.	18,444.55	
11/23/16	WORKS	16-03403	OFFICE SUPPLIES UCC/DCS	WBMASON W.B. MASON CO, INC	170.97	
11/23/16	WORKS	16-03670	wighmaster License Renewal	WEIGHT50 WEIGHTS & MEASURES FUND	150.00	
11/23/16	WORKS	16-01152	Vehicle/Equipment Maintenance	WETIMM50 W E TIMMERMAN CO INC	1,055.41	
Total for Batch: WORKS					104,382.64	
Total for Date: 11/23/16						894,961.65
Total for All Batches:						894,961.65

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

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
11/11/16	DCP	16-00160	100005441132 189 RIVER BLANKET	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	258.12	
11/11/16	DCP	16-00164	100084439627 100 ASHWOOD BLNKT	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	1,771.54	
11/11/16	DCP	16-00178	1018-210023341990 100 ASHWOOD	NJ-AME50 NJ-AMERICAN WATER CO.	122.73	
Total for Batch: DCP					2,152.39	
11/11/16	FINANCE	16-00084	030 361 4837 001	AT105068 AT&T	34.40	
11/11/16	FINANCE	16-00085	0303619366001 BLANKET	AT105068 AT&T	38.27	
11/11/16	FINANCE	16-00086	287015068548 FAN02998928 BLNKT	ATTMOBIL AT&T MOBILITY	80.87	
11/11/16	FINANCE	16-00612	908-277-6828 393 BLANKET 2016	BROADV BROADVIEW NETWORKS INC	70.47	
11/11/16	FINANCE	16-01739	DATA PAC CURVE POSTAGE SYSTEM	GREATAME GREATAMERICA FINANCIAL	395.00	
11/11/16	FINANCE	16-00107	100 004 835 532 NEW PROVIDENCE	JCPL0050 JCP&L	482.04	
11/11/16	FINANCE	16-00114	100 005 954 571 512 SPRINGFLD	JCPL0050 JCP&L	15,837.60	
11/11/16	FINANCE	16-00115	100 006 720 377 PHONE BOOTH	JCPL0050 JCP&L	7.72	
11/11/16	FINANCE	16-00117	100 034 766 905 UNION AVE	JCPL0050 JCP&L	222.89	
11/11/16	FINANCE	16-00120	100 037 556 253 SPRINGFLD AVE	JCPL0050 JCP&L	42.41	
11/11/16	FINANCE	16-00122	100 048 610 792 41 CHATHAM RD	JCPL0050 JCP&L	5,711.02	
11/11/16	FINANCE	16-00127	100 062 732 993 BUS SHELTER	JCPL0050 JCP&L	70.75	
11/11/16	FINANCE	16-00128	100 064 738 923 GLENSIDE&BALTS	JCPL0050 JCP&L	34.50	
11/11/16	FINANCE	16-00130	100 064 737 099 MORRIS&KENT PL	JCPL0050 JCP&L	44.40	
11/11/16	FINANCE	16-00133	100 064 738 899 MORRIS&ORCHARD	JCPL0050 JCP&L	41.39	
11/11/16	FINANCE	16-00134	100 064 738 915 MORRIS&GLENSDE	JCPL0050 JCP&L	34.37	
11/11/16	FINANCE	16-00136	100 064 741 059 MORRIS&PROSP	JCPL0050 JCP&L	45.03	
11/11/16	FINANCE	16-00137	100 064 741 067 MORRIS & MAPLE	JCPL0050 JCP&L	13.31	
11/11/16	FINANCE	16-00138	100 064 741 075 MORRIS& SUMMIT	JCPL0050 JCP&L	42.76	
11/11/16	FINANCE	16-00142	100 081 908 319 41 CHATHAM RD	JCPL0050 JCP&L	3.68	
11/11/16	FINANCE	16-00148	100 105 977 803 59-63 Broad	JCPL0050 JCP&L	14.28	
11/11/16	FINANCE	16-00149	100111640320 80 Butler Shack	JCPL0050 JCP&L	5.76	
11/11/16	FINANCE	16-00828	SHUNPIKE RD BLK LT 00	JCPL0050 JCP&L	40.14	
11/11/16	FINANCE	16-00155	100004273908 5 MYRTLE BLANKET	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	197.48	
11/11/16	FINANCE	16-00156	100005244296 AUBREY&LEWIS BLKT	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	90.18	
11/11/16	FINANCE	16-00157	100005244346 26 BUTLER BLANKET	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	473.14	
11/11/16	FINANCE	16-00158	100005244403 25 BUTLER BLANKET	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	131.92	
11/11/16	FINANCE	16-00159	100005244528 BUTLER BLANKET	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	53.53	
11/11/16	FINANCE	16-00161	100006271546 697 SPRNGFLD BLKT	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	56.87	
11/11/16	FINANCE	16-00162	100006894180 100 MORRIS BLANKT	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	789.78	
11/11/16	FINANCE	16-00163	100077504148 5 MYRTLE BLANKET	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	2.95	
11/11/16	FINANCE	16-00165	100084442050 110 ASHWOOD BLNKT	JERSEY24 JERSEY CENTRAL POWER AND LIGHT	360.12	
11/11/16	FINANCE	16-00176	1018-210023002769 4 MORRIS CT	NJ-AME50 NJ-AMERICAN WATER CO.	116.06	
11/11/16	FINANCE	16-00177	1018-210023341891 100 MORRIS	NJ-AME50 NJ-AMERICAN WATER CO.	92.54	
11/11/16	FINANCE	16-00179	1018-210023342191 GLEN AVE	NJ-AME50 NJ-AMERICAN WATER CO.	85.88	
11/11/16	FINANCE	16-00180	1018-210023342498 422 SPRGFLD	NJ-AME50 NJ-AMERICAN WATER CO.	99.35	
11/11/16	FINANCE	16-00181	1018-210023342696 25 ELM ST	NJ-AME50 NJ-AMERICAN WATER CO.	43.52	
11/11/16	FINANCE	16-00182	1018-210023342788 25 ELM ST	NJ-AME50 NJ-AMERICAN WATER CO.	29.02	
11/11/16	FINANCE	16-00184	1018-210023343187 85 LARNED RD	NJ-AME50 NJ-AMERICAN WATER CO.	162.72	
11/11/16	FINANCE	16-00185	1018-210023343828 396 BROAD	NJ-AME50 NJ-AMERICAN WATER CO.	365.06	
11/11/16	FINANCE	16-00186	1018-210023343910 512 TFS	NJ-AME50 NJ-AMERICAN WATER CO.	529.34	
11/11/16	FINANCE	16-00187	1018-210023344029 80 BUTLER	NJ-AME50 NJ-AMERICAN WATER CO.	142.92	
11/11/16	FINANCE	16-00189	1018-210023345237 37 CHATHAM	NJ-AME50 NJ-AMERICAN WATER CO.	21.18	
11/11/16	FINANCE	16-00190	1018-210023345336 41 CHATHAM	NJ-AME50 NJ-AMERICAN WATER CO.	179.20	
11/11/16	FINANCE	16-00191	1018-210023345459 CHATHAM RD	NJ-AME50 NJ-AMERICAN WATER CO.	345.44	
11/11/16	FINANCE	16-00192	1018-210023345565 NEW PROV	NJ-AME50 NJ-AMERICAN WATER CO.	232.12	
11/11/16	FINANCE	16-00193	1018-210023345664 13 NEW PROV	NJ-AME50 NJ-AMERICAN WATER CO.	272.11	

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Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
11/11/16	FINANCE	16-00194	1018-210023345862 HILLVIEW TER	NJ-AME50 NJ-AMERICAN WATER CO.	42.94	
11/11/16	FINANCE	16-00195	BANK ST 1018-210024595189 BLNK	NJ-AME50 NJ-AMERICAN WATER CO.	14.55	
11/11/16	FINANCE	16-00197	1018-210024652549 85 LARNED IR	NJ-AME50 NJ-AMERICAN WATER CO.	122.73	
11/11/16	FINANCE	16-00198	UNION PL 1018-210024718968 BKT	NJ-AME50 NJ-AMERICAN WATER CO.	14.57	
11/11/16	FINANCE	16-00199	1018-210025651051 DCKFS 6	NJ-AME50 NJ-AMERICAN WATER CO.	179.46	
11/11/16	FINANCE	16-00201	1018-210025885632 HYDTS	NJ-AME50 NJ-AMERICAN WATER CO.	23,316.70	
11/11/16	FINANCE	16-00202	1018-210026964873 41 CHATHAM	NJ-AME50 NJ-AMERICAN WATER CO.	79.76	
11/11/16	FINANCE	16-00203	1018-210027063599 683 SPRNGFLD	NJ-AME50 NJ-AMERICAN WATER CO.	129.39	
11/11/16	FINANCE	16-00205	1018-210028692600 TFS POLICE	NJ-AME50 NJ-AMERICAN WATER CO.	2,111.85	
11/11/16	FINANCE	16-00208	MAIL MACH RENTAL 5854352	PITNEY75 PITNEY BOWES GLOBAL FINANCIAL	275.00	
11/11/16	FINANCE	16-00214	75 MAPLE ST 6226740006 BLANKET	PSEG1444 PSE&G	20.93	
11/11/16	FINANCE	16-00217	41 CHATHAM RD 6615027607 BLNKT	PSEG1444 PSE&G	14.76	
11/11/16	FINANCE	16-00219	512 SPRNGFLD 6660016600 BLNKT	PSEG1444 PSE&G	113.62	
11/11/16	FINANCE	16-00220	RIVER RD GNRTR 6722939901 BNKT	PSEG1444 PSE&G	12.49	
11/11/16	FINANCE	16-00221	100 ASHWOOD 6729356200 BLANKET	PSEG1444 PSE&G	23.20	
11/11/16	FINANCE	16-00222	BUTLER PKWY 6749019005 BLANKET	PSEG1444 PSE&G	34.89	
11/11/16	FINANCE	16-00227	ADMIN TELEPHONES 2016 - 338922	SPECT005 SPECTROTEL HOLDING COMPANY LLC	7,735.41	
11/11/16	FINANCE	16-00328	8018009698	VER92004 VERIZON	179.99	
11/11/16	FINANCE	16-00329	VER 151-907-182-0001-93	VER92004 VERIZON	94.99	
11/11/16	FINANCE	16-00514	FD High Sp Internet 8749010059	VER92004 VERIZON	151.98	
11/11/16	FINANCE	16-00330	VER 8298011956 BLANKET	VERC9200 VERIZON COMMUNICATIONS	269.99	
11/11/16	FINANCE	16-01740	682164944-00001	VERIZ408 VERIZON WIRELESS	422.72	
11/11/16	FINANCE	16-00334	VER 201 X06-1557 333 13Y BLNKT	VERIZ008 VERIZON	165.00	
11/11/16	FINANCE	16-00335	908 522 3628 908 38Y	VERIZ008 VERIZON	112.00	
11/11/16	FINANCE	16-00336	201 M55-5284 082	VERIZ016 VERIZON	538.28	
Total for Batch: FINANCE					64,362.69	
11/11/16	PARKING	16-00143	40 DEFOREST 100099194688 BLNKT	JCPL0050 JCP&L	78.02	
11/11/16	PARKING	16-00145	4 DEFOREST 100099194704 BLNKT	JCPL0050 JCP&L	76.72	
11/11/16	PARKING	16-00150	100112084254 PRKING 4 DEFOREST	JCPL0050 JCP&L	71.96	
11/11/16	PARKING	16-00151	100115346619 PRKING 22 DEFORST	JCPL0050 JCP&L	88.20	
11/11/16	PARKING	16-00196	1018-210024638345 BROAD ST	NJ-AME50 NJ-AMERICAN WATER CO.	21.22	
Total for Batch: PARKING					336.12	
11/11/16	SEWER	16-00200	1018-210025811013 CONSTANTINE	NJ-AME50 NJ-AMERICAN WATER CO.	72.54	
11/11/16	SEWER	16-01740	682164944-00001	VERIZ408 VERIZON WIRELESS	105.68	
Total for Batch: SEWER					178.22	
11/11/16	TRUST	16-03474	Refund Mommy & Me Dance	BACHSILV BACH, SILVIA	70.00	
11/11/16	TRUST	16-03425	Refund Women's Golf League	BITTINGM BITTING, MARY	60.00	
11/11/16	TRUST	16-03422	Refund Flag Football	BRAUNHEA BRAUN, HEATHER	100.00	
11/11/16	TRUST	16-03496	Refund Junior Robotics	CANOELIZ CANO, ELIZABETH	155.00	
11/11/16	TRUST	16-03483	Refund Mommy & Me Yoga	DARMERMA DARMER, MARIA	85.00	
11/11/16	TRUST	16-03531	Refund Fine Motor Mania	DESARNOT DeSARNO, TINA	50.00	
11/11/16	TRUST	16-03482	Refund Junior Robotics	DIEPHAI DIEP, HAI	155.00	
11/11/16	TRUST	16-03423	Refund Cheerleading	GARCIAOL OLIVIA GARCIA	75.00	
11/11/16	TRUST	16-03405	Refund Lego Robotics	GORDONIN GORDON, INGRID	155.00	
11/11/16	TRUST	16-03481	Refund Football	LIMMARK LIM, MARK	200.00	
11/11/16	TRUST	16-02939	Refund Flag Football	NASHSHAR NASH, SHARON	100.00	
11/11/16	TRUST	16-00267	Phone Service BPO	NEXTEL75 NEXTEL COMMUNICATIONS, INC	75.12	
11/11/16	TRUST	16-03495	Refund Fall Soccer	PICADOIR PICADO, IRMA	145.00	
11/11/16	TRUST	16-03476	Refund Basketball	STOKESEM STOKES, EMMA	105.00	
11/11/16	TRUST	16-03475	Refund Pre-K Phonics	WIPPERMA WIPPERMAN, AMANDA	30.00	
11/11/16	TRUST	16-03477	Refund Let's Pretend	ZHAOWEIJ ZHAO, WEI JING	63.75	

Attachment: Bill List 12-6-16 (4637 : Authorize Payment of Bills - \$963,614.94)

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
					Total for Batch: TRUST	1,623.87
				Total for Date: 11/11/16	Total for All Batches:	68,653.29

Attachment: Bill List 12-6-16 (4637 : Authorize Payment of Bills - \$963,614.94)

Post  
GI 12/11/16  
18.A.1

300 Madison Avenue  
P.O. Box 1911  
Morristown, New Jersey 07962-1911

November 23, 2016

TO: Each Municipal Clerk and County  
Executive or Administrator of the  
Municipalities and Counties of  
New Jersey Served by Jersey  
Central Power & Light Company



RE: In the Matter of the Verified Petition of Jersey Central Power & Light  
Company Constituting Its Annual Filing With Respect to the Storm  
Recovery Charge Rider of Its Filed Tariff ("SRC Filing") BPU Docket No.  
ER16010044

Dear Sir/Madam:

We herewith serve upon you a copy of a Notice of Public Hearing regarding Jersey Central Power & Light Company's ("JCP&L") amendment to its petition in the Company's Rider SRC – Storm Recovery Charge hereby requesting acceleration of the amortization and recovery of its deferred 2012 major storm expenses.

**PLEASE TAKE NOTICE** that the New Jersey Board of Public Utilities has scheduled a public hearing on the Petition at the time and place set forth in the enclosed Public Notice.

Copies of the Petition, tariff and rate schedule are available for inspection at the offices of the Board of Public Utilities, 44 South Clinton Avenue, PO Box 350, Trenton, New Jersey.

We will be pleased to furnish you with any assistance or additional information that you may reasonably require.

Sincerely,

A handwritten signature in black ink that reads "Mark A. Mader" with a circled initial "M" at the end.

Mark A. Mader  
Director  
Rates & Regulatory Affairs-NJ

Enclosure  
u:/rates/public hearings/2016

Communication: Jersey Central Power & Light Hearing, 12-19-2016, re amendments to verified petition (Notices)

# PUBLIC NOTICE JERSEY CENTRAL POWER & LIGHT COMPANY

## NOTICE OF PROPOSED INCREASE IN STORM RECOVERY CHARGE AND NOTICE OF PUBLIC HEARINGS THEREON

**TO OUR CUSTOMERS:** On January 15, 2016, Jersey Central Power & Light Company ("JCP&L" or the "Company") filed a Verified Petition with the New Jersey Board of Public Utilities (the "Board") under BPU Docket No. ER16010044, together with supporting attachments. The Verified Petition provides for a review and approval of the amounts included in the Company's Storm Recover Charge ("SRC") deferred balance, which relates to the recovery of Board-approved 2012 Major Storm deferred operations and maintenance ("O&M") costs, to the extent accumulated from April 1, 2015 through March 31, 2016.

On November 23, 2016, JCP&L filed an amendment to the Verified Petition ("Amendment") with the Board. Pursuant to the Amendment, JCP&L is requesting approval to accelerate the amortization of the 2012 major storm expenses that are recovered via the SRC to achieve full recovery by December 31, 2019. JCP&L is also requesting approval to increase its Rider SRC rate from \$0.002125 per kWh (\$0.002274 per kWh including sales and use tax or "SUT") to \$0.003084 per kWh (\$0.003300 per kWh including SUT). Under the proposed increase, revenues collected under Rider SRC

would increase by approximately \$19.2 million annually. The change in rates would become effective on February 1, 2017 or on such date as the Board may determine.

The annual percentage change in rates, if any, applicable to specific customers will vary according to the applicable rate schedule and the level of the customer's usage. Copies of the Verified Petition, together with supporting attachments, are available for inspection at the Company's regional headquarters at 300 Madison Avenue, Morristown, New Jersey 07962 and 331 Newman Springs Road, Building 3, Red Bank, New Jersey 07701, on the Company's website at [https://www.firstenergycorp.com/jersey\\_central\\_power\\_light/regulatory.html](https://www.firstenergycorp.com/jersey_central_power_light/regulatory.html), and at the New Jersey Board of Public Utilities, 44 South Clinton Avenue, 7th Floor, P.O. Box 350, Trenton, New Jersey 08625-0350.

The following comparisons of present and proposed rates will permit customers to determine the approximate net effect upon them of the proposed increase in charges of \$19.2 million annually. Any assistance required by customers in this regard will be furnished by the Company upon request.

<b>Residential Average Bill (Includes 7% Sales and Use Tax)</b>			
<b>Residential (RS)</b>	Current Monthly Bill (1)	Proposed Monthly Bill (2)	Proposed Monthly Increase
500 kWh average monthly usage	\$70.30	\$70.81	\$0.51
1000 kWh average monthly usage	\$145.48	\$146.51	\$1.03
1500 kWh average monthly usage	\$222.35	\$223.89	\$1.54
<b>Residential Time-of-Day (RT)</b>			
500 kWh average monthly usage	\$75.68	\$76.19	\$0.51
1000 kWh average monthly usage	\$146.77	\$147.80	\$1.03
1500 kWh average monthly usage	\$217.87	\$219.41	\$1.54
<b>Overall Class Average Per Customer (Includes 7% Sales and Use Tax)</b>			
<b>Rate Class</b>	Current Monthly Bill (1)	Proposed Monthly Bill (2)	Proposed % Increase
Residential (RS)	\$116.05	\$116.86	0.7%
Residential Time of Day (RT)	\$161.39	\$162.53	0.7%
General Service – Secondary (GS)	\$656.72	\$661.44	0.7%
General Service – Secondary Time of Day (GST)	\$28,444.08	\$28,685.24	0.8%
General Service – Primary (GP)	\$40,194.32	\$40,587.97	1.0%
General Service – Transmission (GT)	\$122,793.11	\$124,144.36	1.1%
Lighting (Average Per Fixture)	\$11.14	\$11.18	0.4%

(1) Rates effective 11/1/2016 (2) Proposed rates effective 2/1/2017

Please note that the Board in its discretion may apply all or any portion of whatever rate adjustment the Board may ultimately allow to other rate schedules or in a different manner than what JCP&L has proposed in its filing. Accordingly, the final rates and charges to be determined by the Board in these proceedings may be different from what JCP&L has described herein.

Notice of this filing together with a statement of the effect thereof on customers are being served upon the clerk, executive or administrator of each municipality and county within the Company's service areas. Such notice has also been served, together with the supporting attachments, upon the Director of the Division of Rate Counsel, who will represent the interests of ratepayers in these proceedings.

PLEASE TAKE NOTICE that the Board has scheduled public hearings on the Verified Petition under BPU Docket No. ER16010044, at the following times and places:

**December 19, 2016, 6:30 p.m.  
Morris County Administration & Records Building  
Public Meeting Room, 5th Floor  
10 Court Street  
Morristown, New Jersey 07963**

**December 19, 2016, 1:30 p.m.  
Freehold Township Municipal Building  
One Municipal Plaza  
(Schanck Road at Stillwells Corner Road)  
Freehold, New Jersey 07728**

Members of the public will have an opportunity to be heard and/or to submit written comments or statements at each or either of the public hearings if they wish to do so. Persons requiring special accommodations because of disability should contact the Office of the Secretary of the Board at (609) 777-3300 at least 48 hours prior to the scheduled hearing so that appropriate arrangements can be made. Written comments or statements may also be submitted directly to the Board of Public Utilities at 44 South Clinton Avenue, 3rd Floor, Suite 314, P.O. Box 350, Trenton, New Jersey 08625-0350, Attn: Irene K. Asbury, Secretary of the Board.

**JERSEY CENTRAL POWER & LIGHT COMPANY**

Communication: Jersey Central Power & Light Hearing, 12-19-2016, re amendments to verified petition (Notices)

**AFFIDAVIT OF MAILING, ADVERTISING, AND POSTING OF NOTICE**

I, Juliet B. Ruggiero, Summit City Tax Collector hereby certify that I advertised 10 properties with delinquent 2015 tax and sewer in connection with a Tax Sale held on October 27, 2016 in the Union County Local Source issues on September 25, October 2, 9,16 2016

I further certify that I mailed notices connected with said sale on September 7, 2016. I further certify that on September 14, 2016 I posted tax sale notices in the following locations:

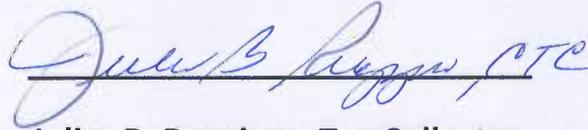
Municipal Public Board

Housing Department

Recreation department

Summit Public library

Fire Department

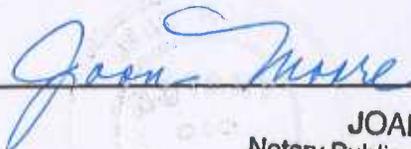


Juliet B. Ruggiero, Tax Collector

State of New Jersey

Union County

Be it remembered, that on this twenty eighth day of November, before me a Notary Public of N.J. personally appeared Juliet B. Ruggiero, collector of the taxing district of the City of Summit who, I am satisfied, is the individual described herein, and who executed the above affidavit: and I having made know to her the contents of thereof. She thereupon acknowledged me that she signed, sealed, and delivered the same as her voluntary act and deed, for the uses and purposes thererin expressed.

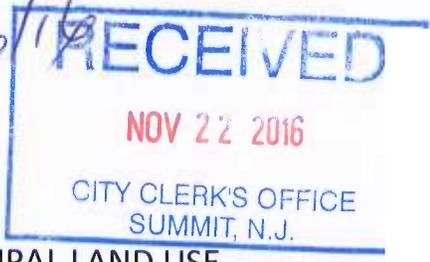


JOAN MOORE  
Notary Public, State of New Jersey  
My Commission Expires 1-22-2018

Communication: Summit Tax Collector, re Affidavit of Mailing of Tax Sale Notices (Notices)

GI  
12/16/16

Post



NOTICE OF HEARING

YOU ARE HEREBY NOTIFIED, AS PROVIDED IN THE MUNICIPAL LAND USE LAW, THAT THE ZONING BOARD OF ADJUSTMENT OF THE CITY OF SUMMIT, NJ, WILL HOLD A HEARING ON NOVEMBER 21, 2016 AT 730PM IN THE CITY HALL COUNCIL CHAMBERS, 512 SPRINGFIELD AVE, SUMMIT, NJ, TO CONSIDER AN APPLICATION AFFECTING THE PROPERTY WHOSE STREET ADDRESS IS KNOWN AS 4 WATCHUNG PLACE OR BLOCK 4610, LOT 23 IN THE CITY OF SUMMIT TAX MAPS.

THE CONDITIONS AFFECTING THIS PROPERTY AND THE REASONS FOR THE APPLICATION BEING HEARD ARE AS FOLLOWS:

WE ARE REQUESTING A (D) VARIANCE, IN REGARD TO EXCEEDING THE FAR (FLOOR AREA RATIO). WE WOULD LIKE TO DORMER THE ATTIC TO ADD AN ADDITIONAL BEDROOM AND FULL BATHROOM. WE ARE NOT ADDING TO THE FOOTPRINT OF THE HOME.

APPLICANT REQUESTS ANY OTHER WAIVERS OR VARIANCES AS MAY BE REQUIRED BY THE BOARD OR ITS PROFESSIONALS AT THE TIME OF THE HEARING.

THE APPLICATION FORMS AND SUPPORTING DOCUMENTS ARE ON FILE IN THE DEPARTMENT OF COMMUNITY SERVICES, 512 SPRINGFIELD AVE., AND MAY BE INSPECTED ANY WORKDAY BETWEEN THE HOURS OF 830 AM AND 400 PM. ANY INTERESTED PARTY MAY APPEAR AT THE HEARING AND PARTICIPATE THEREIN, SUBJECT TO THE RULES OF THE BOARD.

JOHN SALERNO

APPLICANT

Communication: Summit Zoning Board Hearing: 11/21/16, re 4 Watchung Place (Notices)

**CITY OF SUMMIT**  
**ZONING BOARD OF ADJUSTMENT**  
**CITY HALL**  
**512 SPRINGFIELD AVENUE**  
**SUMMIT, NEW JERSEY 07901**  
**UNION COUNTY**  
**APPLICATION ZB-16-1841**



**NOTICE TO PROPERTY OWNERS AND OTHERS ENTITLED TO SERVICE**

**PLEASE TAKE NOTICE**, that the undersigned, Ali Enterprises, LLC has made Application to the City of Summit Zoning Board of Adjustment for property located at 6 River Road, Summit, New Jersey and further known and designated as Block 201, Lot 12 on the Tax Map of the City of Summit, Union County, New Jersey. The subject property is located in the L-I Light Industrial Zoning District. The Applicant is requesting Board approval to remove the existing service garage and to construct a 2,560 square foot convenience store in the approximate location of the service garage. The Applicant also seeks to modify the existing parking configuration and realign the existing fuel islands. Other site improvements will include parking, paving, landscaping, lighting, buffering and other normal site amenities. The Applicant will seek the following relief;

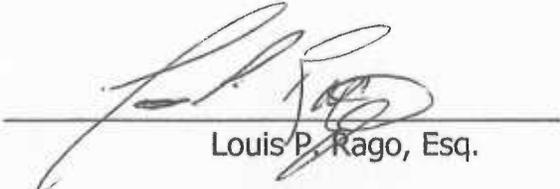
1. Preliminary and Final Site Plan approval pursuant to the Land Use Development Ordinances of the City of Summit as well as the Municipal Land Use Law.
2. Any and all use, bulk, dimensional and/or accessory variance relief or exceptions from the Land Use Development Ordinances of the City of Summit and the Municipal Land Use Law which may be required including, but not limited to, the following:
  - a) A Use Variance pursuant to N.J.S.A. 40:55D-70d.(2) in that gas stations are not expressly a permitted use in the L-I Zone and, therefore, an expansion of a non-permitted use is being requested.
  - b) A Use Variance pursuant to N.J.S.A. 40:55D-70d.(1) in that this Application also includes a new principal use, namely, a convenience store which is not permitted in the L-I Zone.
  - c) Proposed rear yard setback of 8.9 feet where pursuant to the DRO Schedule of Bulk Regulations a minimum of 25 feet shall be provided.

- d) An accessory canopy structure 18.29 feet in height where pursuant to DRO 35-4.2-2C.1 no accessory structure shall exceed 15 feet in height.
- e) An accessory canopy structure in the front yard where pursuant to DRO 35-4.2-2C.2 no accessory structure shall be permitted in the front yard.
- f) Gas pumps 17.5 feet from the street right-of-way where pursuant to DRO 35-4.4-2B.8 gasoline devices shall be at least sixty (60) feet from the street right-of-way-line.
- g) Proposed driveway widths of 40 and 39 feet where pursuant to DRO 35-4.4-2B.3 driveway widths shall be at least 18 feet wide but no more than 25 feet wide.
- h) Proposed 14 total on site parking spaces where pursuant to DRO 35-5.2-15F.1. a total of 17 parking spaces are required.
- i) No loading space is provided where pursuant to DRO 35-5.2-15H.1 retail stores up to 20,000 square feet in area shall have at least 1 off street loading space. The Applicant also identifies a variance for improper load space dimensions which is subsumed into this variance.
- j) Proposed angled parking in a two-way parking lot where pursuant to DRO 35-5.2-15I.1 a one-way drive aisle having a minimum of twenty (20) feet shall be provided for parking having an angle of 60 degrees.
- k) Applicant requests several dimensional variances for signage with regard to the freestanding sign, the building mounted sign, directional signs, and arrow entry signs. Variance relief is requested with regard to required maximum sign area; maximum sign height; minimum setback from the curb line; minimum setback from the side boundary line; and required maximum letter/symbol height size. The specific dimensions regarding signage can be found on the Site Plans which are a matter of public record.
- l) The maximum height for all light fixtures shall not exceed 15 feet, whereas the proposed canopy light fixtures are set at 15.5 feet.

The Applicant may also apply for such other variance relief, exceptions, waivers, permits, approvals or licenses that are deemed necessary or appropriate by the Applicant or the Zoning Board, and which may arise during the course of the hearing process.

The public hearing for this matter has been scheduled for Monday, December 5, 2016, at 7:30 p.m. or as soon thereafter as it may be heard, at City Hall, 512 Springfield Avenue, Summit New Jersey 07901. Any person affected by this Application will have an opportunity to present any comments to the proposed development, however, the Board reserves the right to exclude irrelevant or repetitious testimony. All documents relating to this Application may be inspected by the public at the Board Office, City Hall, 512 Springfield Avenue, Summit, New Jersey during normal business hours.

ALI ENTERPRISES, LLC

BY:   
Louis P. Rago, Esq.

Communication: Summit Zoning Board Hearing: 12/5/16, re 6 River Road (Notices)



BILL NO. AND SPONSOR	BILL SUMMARY	CURRENT STATUS	LEAGUE POSITION
<b>A-4065/S-2062</b> Singleton, Troy Jones, Patricia Egan Lampitt, Pamela Bateman, Christopher	Appropriates up to \$20 million from societal benefits charge to DEP for remediation of lead contamination in drinking water in public buildings.  <i>Would divert funding from the Clean Energy Fund.</i>	Assembly Environment and Solid Waste Committee/Passed by the Senate (34- 0)	<b>O</b>
<b>A-4076</b> Vainieri Huttle, Valerie	Permits municipal reorganization meetings to be held on alternative dates.	Assembly Judiciary Committee	<b>A</b>
<b>A-4106</b> Dancer, Ronald	Establishes senior freeze credit applied directly to property tax bills.  <i>While well intended concern that state will be unable to meet the deadline imposed in this legislation.</i>	Assembly State and Local Government Committee	<b>O</b>
<b>A-4109</b> Dancer, Ronald	Permits appointment as municipal police officers of certain veterans who are over age 35.	Assembly State and Local Government Committee	<b>A</b>
<b>A-4123/S-2522</b> Quijano, Annette Whelan, Jim	Requires certain local authorities to inspect, maintain, and repair fire hydrants in planned real estate developments.  <i>Diverts costs from private community to all rate payers.</i>	Assembly State and Local Government Committee/Senate Community and Urban Affairs Committee	<b>O</b>
<b>A-4124</b> Mosquera, Gabriela Barclay, Arthur Jones, Patricia Egan Vainieri Huttle, Valerie Lampitt, Pamela Downey, Joann	Requires public employers to implement certain policies for handling and responding to reports of domestic violence.  <i>Support concept but this proposal is unworkable; especially the use of the civil service commission for enforcement.</i>	Assembly Committee, 2nd Reading	<b>O</b>
<b>A-4125</b> Mosquera, Gabriela Barclay, Arthur Jones, Patricia Egan Vainieri Huttle, Valerie Lampitt, Pamela Downey, Joann	Establishes mandatory training program for human resources officers of public employers on handling and responding to reports of domestic violence.  <i>Support concept but training should be voluntary and provided by the Attorney General, not Civil Service Commission.</i>	Assembly Appropriations Committee	<b>O</b>

Communication: NJ League of Municipalities - Legislative Bulletin - October 2016 (Newsletters)

BILL NO. AND SPONSOR	BILL SUMMARY	CURRENT STATUS	LEAGUE POSITION
<b>S-981/A-2375</b>  Smith, Bob Bateman, Christopher Greenstein, Linda McKeon, John Gusciora, Reed Spencer, L. Grace	Revises "Electronic Waste Management Act."	Assembly Committee, 2nd Reading	<b>A</b>
<b>S-2157</b>  Codey, Richard	Requires public and nonpublic schools, local recreation departments, and youth serving organizations to have licensed athletic trainer present at youth athletic events that involve certain contact sports.  <i>Even if there were enough licensed athletic trainers in the State to comply with this requirement, and even if it were less costly, our children would be better protected by training all advocates in sports safety.</i>	Senate Education Committee	<b>O</b>
<b>S-2535</b>  Gill, Nia, Esq. Weinberg, Loretta	Prohibits severance pay agreements from barring certain employee claims against employer.  <i>Overreaches into the municipal employer – employee relationship and would be costly to taxpayers.</i>	Senate Labor Committee	<b>O</b>
<b>S-2539</b>  Kean, Thomas Doherty, Michael	Requires cost-benefit analyses and local government financial impact findings for approval of long term property tax exemption; requires DCA to post Statewide database of these exemptions on its Internet website.  <i>Requirements of the bill will add expense while expanding the bureaucratic process.</i>	Senate Community and Urban Affairs Committee	<b>O</b>

Communication: NJ League of Municipalities - Legislative Bulletin - October 2016 (Newsletters)



# Welcome to the 101st Annual League Conference!

Remember to Download the Conference Mobile App at:

<http://www.njslom.org/2016conf/app/>

Use the app on all of your devices to access:

- A fully searchable session schedule
- An interactive map of the exhibit floor
- A thorough listing of exhibitors
- Up-to-date event information
- And more!

*Create a personalized schedule before you arrive onsite to maximize your conference experience!*

## Order Your Meal Function Tickets Now for the Annual League Conference

For order forms go to: <http://www.njslom.org/2016conf/meal-functions.html>

### **MAYOR'S BOX LUNCHEON** **Wednesday, November 16 at Noon**

*Including Special Presentations:*

Mayor's Hall of Fame Presentation  
Innovation in Governance Presentation  
and  
The Commissioner's Briefing

### **WOMEN IN MUNICIPAL GOVERNMENT BREAKFAST** **Thursday, November 17 at 8:00 a.m.**

*13th Annual Women in Government Award Honorees:*

Barbara George Johnson,  
Executive Director for the John S. Watson Institute for  
Public Policy, Thomas Edison State University  
and  
The Mayors Wellness Campaign

### **LEAGUE DELEGATES LUNCHEON**

**Thursday, November 17 at Noon**

*Including:*

*Keynote*

Governor Chris Christie (invited)

*Public Sector Career Recognition Award*

Chuck Richman, Commissioner  
Department of Community Affairs

*Distinguished Public Service Award*

Arthur Ondish, Mayor, Mt. Arlington  
Past President, New Jersey League of Municipalities

## SHUTTLE BUS INFORMATION

For Shuttle Bus Information go to: <http://www.njslom.org/2016conf/shuttle-bus.html>

## REGISTRATION UPDATE

- Pre-registration ended October 1. If you have not pre-registered, you can register on site at the Conference Registration Desk in the Convention Center.
- Despite the fact that our conference is the largest of its kind in the nation, our on-site registration fees remain among the lowest: \$65 for municipal members and \$125 for all others. The registration fee is the same whether you attend functions for one day or for all three days.
- Spouses attend free. Full-time students can register for \$5 with proper school identification.



# Summit Fire Department Monthly Fire Prevention Inspection Report October 2016

GI  
12/6/16

FIRE INSPECTIONS	Life Hazard	In-Service	Construction	Permits	Fire Drills	Oct-16	Oct-15	Year to Date 2016	Year to Date 2015
Theaters & Auditoriums								17	34
Nightclubs & Clubs	1					1	7	90	57
Restaurants	2	3	2			7	20	267	317
Churches	7	11	3	4	1	26	7	116	106
Professional Services		19	33	15		67	50	371	301
Florists/Laundries							2	20	10
School Day Care (*2 1/2 yr +)	4	1				5	3	200	157
Fabrication								10	25
Industrial Labs	2	2	6			10	10	82	58
A & D Centers								26	28
Hospitals	3		5			8	3	49	55
Child Care (Infants)								54	37
Jails, Retail, Gas Stations	6	18	2			26	16	148	143
Hotels/Motels								19	23
Rooming Houses							1	21	38
Multi-family apartments	1	2	5			8	6	112	90
One & Two family units		1	23			24	28	275	261
Storage, auto repair & lumber yds.	14	12				26	1	98	52
Metals, low storage & food products								17	12
<b>Total All Inspections</b>	<b>40</b>	<b>69</b>	<b>79</b>	<b>19</b>	<b>1</b>	<b>208</b>	<b>154</b>	<b>1,992</b>	<b>1,804</b>

FIRE EDUCATION PROGRAMS	Oct-16	Oct-15	2016	2015
			Year to Date	Year to Date
Fire Prev. Programs off-site	20	14	23	46
Fire Prev. Programs in-station	21	18	38	30
Fire Extinguisher Training			3	1
<b>Total</b>	<b>41</b>	<b>32</b>	<b>64</b>	<b>77</b>

*[Signature]*  
Prepared by Chief & Fire Official, Eric Evers

PLAN REVIEWS	Oct-16	Oct-15	2016	2015
			Year to Date	Year to Date
Total Plans Reviewed	26	33	337	311
Total Site Plans Reviewed	2	8	75	68



# Summit Fire Department Monthly Fire Activity Response Report

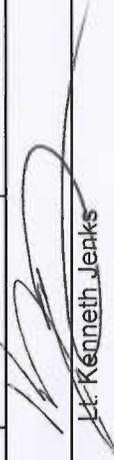
## October 2016

<b>Fires</b>	<b>Oct-16</b>	<b>Oct-15</b>	<b>2016 To Date</b>	<b>2015 To Date</b>
Fires Inside Structures	2	5	51	69
Fires Outside Structures				
Vehicle Fires	2	3	14	20
Tree/Brush/Grass/Refuse Fires			19	24
All Other Types of Fires			9	2
Mutual Aid Task Force Responses				
<b>Total Fires</b>	<b>4</b>	<b>8</b>	<b>93</b>	<b>115</b>

<b>Emergencies</b>	<b>Oct-16</b>	<b>Oct-15</b>	<b>2016 To Date</b>	<b>2015 To Date</b>
Hazardous Conditions	14	12	110	150
Electrical Hazards	7	9	141	125
Motor Vehicle Accidents	2	2	48	31
Mutual Aid Station Coverage			14	8
Service Calls (Lock-Outs, Water Removal, etc.)	26	32	250	285
Good Intent Calls	25	22	220	204
Miscellaneous Calls (Assist Police, Stand-By, Special Services)	11	13	124	98
CO Detector Activations	2	1	14	21
<b>Total Emergencies</b>	<b>87</b>	<b>91</b>	<b>921</b>	<b>922</b>

<b>Rescues</b>	<b>Oct-16</b>	<b>Oct-15</b>	<b>2016 To Date</b>	<b>2015 To Date</b>
Motor Vehicle Extrications	2	2	12	32
Elevator Emergencies, Searches, etc.		2	9	12
Emergency Medical Calls	46	26	341	351
<b>Total Rescues</b>	<b>48</b>	<b>30</b>	<b>362</b>	<b>395</b>

<b>Alarm Activations</b>	<b>Oct-16</b>	<b>Oct-15</b>	<b>2016 To Date</b>	<b>2015 To Date</b>
Malicious False Alarms		2	4	6
Accidental, Malfunctions, Honest Mistakes	48	52	461	495
<b>Total Alarm Activations</b>	<b>48</b>	<b>54</b>	<b>465</b>	<b>501</b>
<b>Total Number of Responses</b>	<b>187</b>	<b>183</b>	<b>1841</b>	<b>1933</b>

Prepared by   
 Lt. Kenneth Jenks

GI  
12/6/14

**UNION COUNTY DEPARTMENT OF ECONOMIC DEVELOPMENT**

**BUREAU OF TRANSPORTATION PLANNING**

**UNION COUNTY TRANSPORTATION ADVISORY BOARD**

*Draft Meeting Minutes of September 7, 2016*



**RECORD OF THE MEETING**

The September 7th, 2016 meeting of the Union County Transportation Advisory Board was called to order at 7:30 PM by the Chairman Roger Stryeski with the Pledge of Allegiance. The Chairman read the required notice pursuant to the Open Public Meetings Act.

“The Chair wishes to announce that pursuant to the requirements of N.J.S.A. 10:4-10 of the Open Public Meetings Act adequate notice of this regular meeting of the Union County Transportation Advisory Board has been given by mailing a meeting schedule to the newspapers circulating within the County of Union and designated to receive such notice, and by posting the 2016 annual meeting schedule with the Office of the County Clerk”.

A roll call of those in attendance was held and the following voting members were present:

**ROLL CALL**

<u>Attendee</u>	<u>Representing</u>
Hugh Welsh	Cranford
Jack Molenaar	Fanwood
Walter Tucker	Garwood
Renée Banks	Linden
John Stewart	Plainfield
Tony Hall	Rahway
Roger Stryeski	Roselle
* Dan Petrosky	Roselle Park
Louis DeSocio	Summit
William Hoover	Union (alternate)
Marv Gersten	Member-at-large
Robert Ehrenbeck	Member-at-large

\* Arrived after roll call.

Communication: Transportation Advisory Board, Union County - 9/7/16 (Minutes, Reports, Etc. from the Following)

**Also in Attendance**

Liza Betz	Union County Bureau of Transportation Planning
Phil Kandl	Union County Division of Planning and Intergovernmental Relations
Rosa Santos	Union County Department of Economic Development
Ted Ritter	North Jersey Transportation Planning Authority (NJTPA)

Mr. André Luboff (New Providence representative) and Mr. Ray Sullivan (Union County Engineering) could not attend this meeting and had sent regrets.

It was determined after the roll call that there was a quorum with 11 voting members present.

**ACCEPTANCE OF MINUTES**

The May 2016 minutes were accepted with Mr. Hall proposing and Ms. Banks seconding.

The July 2016 minutes were accepted with Messrs. Tucker proposing and DeSocio seconding.

**PRESENTATIONS**

Ted Ritter, NJTPA staff, conducted a PowerPoint presentation on the NJTPA's effort to update the regional Coordinate Human Services Transportation Plan (CHSTP). After providing background information about the NJTPA, Ritter explained the CHSTP identifies the transportation needs of seniors, low-income residents, veterans, and people with disabilities. He said the Plan will provide strategies for meeting those needs and prioritizing transportation services for funding and implementation. Human services transportation planning has a profound effect on the lives of the people it serves and furthers personal independence.

Mr. Ritter also pointed out that updating the Plan is actually a requirement in order for the northern and central New Jersey region to continue to receive federal funding for seniors and the disabled; he noted the CHSTP was last updated in 2008. The Plan is being prepared with consultants from Rutgers University's Voorhees Transportation Center in New Brunswick in addition to the eight Transportation Management Associations (TMAs) serving New Jersey. Mr. Ritter explained the TMAs work with employers to help provide more effective transportation options and promote transit use and ridesharing, among other activities. The survey is available at [ww.vtc.rutgers.edu/gofarther](http://ww.vtc.rutgers.edu/gofarther) and is also in Spanish.

## COMMUNICATIONS

### Notice of Transportation Related Upcoming Meetings:

- North Jersey Transportation Planning Authority (NJTPA) meetings: NJTPA Conference Room, 17th Floor, One Newark Center (1085 Raymond Boulevard), Newark, NJ. (973) 639-8400 [www.njtpa.org](http://www.njtpa.org).
  - Monday, September 19, 2016: Board of Trustees meeting, 10:00 AM.
  - Monday, October 17, 2016: Project Prioritization / Planning & Economic Development Committee joint meeting, 10:00 AM.
  - Monday, October 17, 2016: Freight Initiatives Committee, 1:00 PM.
- Together North Jersey 2.0 meetings. NJTPA Conference Room, 17th Floor, One Newark Center (1085 Raymond Boulevard), Newark, NJ.
  - Competitive Task Force: Thursday, September 15, 2016, 9:30 AM to Noon.
  - Livable Task Force: Thursday, September 15, 2016, 1:30 PM to 4:00 PM.
  - Resilient Task Force: Thursday, September 29, 2016, 1:30 PM to 4:00 PM.
  - Efficient Task Force: Thursday, September 29, 2016, 9:30 AM to Noon.
- Wednesday, September 21, 2016: Raritan Valley Rail Coalition meeting, 5:30 PM (tentative). Cranford Community Center, 220 Walnut Street, Cranford, NJ. [www.raritanvalleyrail.com](http://www.raritanvalleyrail.com)

## REPORTS

### From Ms. Betz:

#### *NJ Transportation Trust Fund:*

The Governor Chris Christie issued Executive Order No. 210 on July 8, 2016. The Executive Order halted work on projects funded by the Transportation Trust Fund Authority throughout the state.

#### *Notice of Claim:*

Union County served a notice of claim against the New Jersey Department of Transportation, due to the continued shutdown of five road and bridge projects. These projects include: the Madison Hill Bridge, Clark; Mountain Avenue Bridge, Springfield; Gordon Street Bridge, Roselle and some resurfacing projects.

#### *Transportation Alternatives Program:*

NJDOT announced applications are being accepted for the Transportation Alternatives Program. This is federally funded set-aside of the Federal-aid Highway Program. There are seven categories of eligible activities. They include bike/ped facilities, rails to trails type projects, construction of scenic overlooks, streetscape, environmental mitigation to stormwater or road runoff and efforts to reduce animal collisions. The application deadline is November 10, 2016.

It is highly competitive but projects are awarded each round and the application process is through NJDOT SAGE.

The final draft of the Union County Transportation Master Plan has been completed, and will be sent to the Freeholders later in September for adoption.

The market assessment of bus services in central Union County, conducted by the Bloustein School of Planning and Public Policy at Rutgers and NJ Transit Bus Planning, has been completed. Outreach meetings have been conducted, and presentations have been made to Middlesex and Union Counties. The report has been released; Ms. Betz has a disc containing the report if one wishes to view it.

**From Mr. Ritter:**

Ted Ritter, NJTPA staff, updated the TAB on current NJTPA activities, including its upcoming September 19 Board meeting, set for 10:00 a.m. at its offices in Newark. The meeting's feature presentation will be by Mark Michener, Director of Transportation for Amazon. Amazon has a significant presence in New Jersey and employs thousands of people. He said although Amazon is a major player in the e-commerce space and part of the changing economy, its operations (and workers) also depend heavily on an efficient transportation network across the state. The NJTPA's Board meeting will be streamed live at [www.njtpa.org](http://www.njtpa.org).

Mr. Ritter also noted the NJTPA is currently updating its long-range Regional Transportation Plan, known as Plan 2045. He said the NJTPA will be working with its subregions, including Union County, to conduct public outreach across the region. Mr. Ritter noted the Union County TAB has participated in NJTPA outreaches in the past and hopefully can do so again this time. He said plans are in the works for a Plan 2045 kick-off symposium in the fall and the TAB will be notified when details are finalized.

**LOCAL ISSUES**

Chairman Stryeski mentioned that a temporary speed bump had been installed on West 2nd Street at Pine Street in Roselle, at the Bud Simmons Intergenerational Park for an evaluation at that location.

Ms. Banks mentioned that she serves as chairperson for a jobs and economic-development roundtable that represents Newark Liberty Airport and community (airlines, airport businesses, FAA, municipalities, environmentalists, etc.). Freeholders, senate offices, and residents engage in a lively exchange of ideas and opinions. Ms. Banks asked if anyone on the UCTAB would have an interest in being a member of the roundtable, and wondered if one of the engineers might address the UCTAB in a future meeting.

Mr. Welsh mentioned that the annual Port Industry Day is on 26 September. This year's event celebrates the 60th anniversary of cargo containerization. Panel discussions will be held at Liberty House at Liberty State Park. (Mr. Hall mentioned that containerization had actually been pioneered by the Camden and Amboy Railroad approximately 150 years ago, and that the first containerization port was a Perth Amboy, New Jersey.)

### **OLD BUSINESS / NEW BUSINESS / PUBLIC INPUT**

#### **Old business:**

No old business was covered.

#### **New business:**

Mr. Hall reiterated his strong desire for action to be taken to improve safety along the St. George Avenue corridor in Rahway, as he described being struck by another motorist who had cut him off at the intersection of W. Milton Avenue. Mr. Hall stated that this was his third incident on that road in the past five years, and second in the past six months. Ms. Betz mentioned that St. George Avenue is a State highway, and that the City of Rahway needs to bring safety concerns to the attention of the State. Mr. Hall was encouraged to inform Rahway officials of his experiences and concerns.

Mr. Hall mentioned that he had recently been given a guided tour of Newark Liberty International Airport, and he then passed around to the Board a framed photograph of his group in front of the circa 1928 original terminal building.

Chairman Stryeski mentioned the results of New Jersey Transit's 2016 customer satisfaction survey. For rail lines, Mr. Stryeski mentioned that the Atlantic City Line scored the highest at 7.4/10, while the Raritan Valley Line and the North Jersey Coast Line tied at 5.9, and the Morris & Essex Line scored a 5.6.

Chairman Stryeski mentioned that the Master Plan for New Providence includes the creation of an "Internet Safe Zone," where business and transfer of goods from online transactions can safely be conducted.

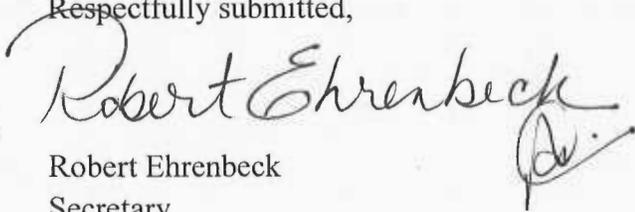
Mr. Hoover mentioned that Union Township had ordered contractors back to work on halted NJDOT resurfacing projects.

The next UCTAB meeting will be held on November 9, 2016.

**ADJOURNMENT**

The meeting was adjourned at 8:47 PM by the Chairman, with Messrs. DeSocio proposing and Secretary Ehrenbeck seconding.

Respectfully submitted,

A handwritten signature in cursive script that reads "Robert Ehrenbeck". The signature is written in black ink and is positioned to the right of the typed name.

Robert Ehrenbeck  
Secretary

RE/re

Attachment: Membership list