

# County of Passaic

## Board of County Commissioners

### Regular Meeting



#### OFFICE OF COUNTY COMMISSIONERS

John W. Bartlett  
Orlando Cruz  
Rodney A. De Vore  
Terry Duffy  
Bruce James  
Deputy Director Cassandra  
"Sandi" Lazzara  
Director Pasquale "Pat" Lepore

401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746

Matthew P. Jordan, Esq..  
Administrator  
Nadege D. Allwaters, Esq.  
County Counsel  
Louis E. Imhof III,  
Clerk Of The Board

#### Meeting Venue

Date: December 9, 2025 5:30 PM

Location: County Administration  
Building  
401 Grand Street  
Paterson, NJ 07505

#### A. Roll Call:

1. Bartlett
2. Cruz
3. De Vore
4. Duffy
5. James
6. Deputy Director Lazzara
7. Director Lepore

#### B. Announcement of the Open Public Meeting Law

#### C. Pledge of Allegiance

#### D. Invocation: Rev. Father J. Patrick Ryan, D. Min.

#### E. Moment of silence to remember all the men and women who have died while serving in the United States Armed Forces.

#### F. Approval of Minutes: November 17, 2025

[25-1283](#)

#### G. Approval of Proclamation:

#### H. Administrator's Report:

1. Holiday Performance by the Passaic County Technical-Vocational Schools Tech Tones Choir led by Dr. Deanna De Vore/ Biomedical Life Sciences Instructor- Tech Tones Co-Advisor. A special thank you to Dr. Joseph W. Sabbath, Chief School Administrator for the Passaic County Technical- Vocational Schools.
2. Recognition ceremony honoring County Commissioner Terry Duffy & County Commissioner Pat Lepore for their 21 years of service as Freeholder/County Commissioner for the County of Passaic.

#### I. County Commissioner Reports:

1. Commissioner Director Pasquale "Pat" Lepore
2. Commissioner Deputy Director Cassandra "Sandi" Lazzara

3. Commissioner John W. Bartlett
  4. Commissioner Orlando Cruz
  5. Commissioner Rodney A. De Vore
  6. Commissioner Terry Duffy
  7. Commissioner Bruce James
- J. Communications: None
- K. Oral Portion:
1. Motion to Open the Public Portion of the meeting \_\_\_\_\_
  2. Motion to Close the Public Portion of the meeting \_\_\_\_\_
- L. Consent Agenda:

**ADMINISTRATION AND FINANCE**

1. RESOLUTION AUTHORIZING A CONTRACT AWARD TO EDMUNDS GOVTECH, INC., FOR FINANCIAL ACCOUNTING SOFTWARE MAINTENANCE AND RELATED SERVICES FOR CALENDAR YEAR 2026, PURSUANT TO N.J.S.A. 40A:11-5(1)(dd) [25-1196](#)
2. RESOLUTION QUALIFYING AND AWARDED CONTRACT TO INTERVENTION STRATEGIES NJ LLC DBA INTERNATIONAL STRATEGIES INTERNATIONAL FOR THE PROVISION OF EMPLOYEE ASSISTANCE PROGRAM SERVICES DURING THE 2026 CALENDAR YEAR, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-26-042 [25-1197](#)
3. RESOLUTION AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY ON GOVDEALS.COM, PURSUANT TO N.J.S.A. 40A:11-36 [25-1198](#)
4. RESOLUTION QUALIFYING NEW JERSEY BOARD OF PUBLIC UTILITIES LICENSED THIRD-PARTY ELECTRIC AND/OR NATURAL GAS SUPPLIERS TO PROVIDE ELECTRICITY AND NATURAL GAS SUPPLY SERVICES TO PARTICIPATING MEMBERS OF THE PASSAIC COUNTY ENERGY REGIONAL COOPERATIVE PRICING SYSTEM (PCERPS) ID #203PCERCPS FOR CALENDAR YEAR 2026, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ. AND RFQ-26-050 [25-1199](#)
5. RESOLUTION AUTHORIZING HOLD HARMLESS AGREEMENTS WITH VARIOUS NON-PROFIT ORGANIZATION, PURSUANT TO N.J.S.A. 40:20-1 [25-1201](#)
6. RESOLUTION AUTHORIZING AN INCREASE IN APPROPRIATION FOR THE PURCHASE OF A FIRMWARE LICENSE, EXTENDED WARRANTY, AND MAINTENANCE FOR EXPRESSVOTE XL FROM ELECTION SYSTEMS & SOFTWARE, LLC FOR THE PASSAIC COUNTY SUPERINTENDENT OF ELECTIONS, PURSUANT TO N.J.S.A. 40A:11-5(1) [25-1202](#)
7. RESOLUTION AUTHORIZING THE SETTLEMENT OF LITIGATION ENTITLED HAROLD HENION V. COUNTY OF PASSAIC, CLAIM PETITION #2013-23290, PENDING IN THE NEW JERSEY DIVISION OF WORKERS' COMPENSATION, PURSUANT TO N.J.S.A. 40A:5-17(a) [25-1203](#)

8. RESOLUTION APPROVING A PROPERTY AND BOILER & MACHINERY INSURANCE COVERAGE POLICY FROM THE TRAVELERS INDEMNITY COMPANY FOR THE COUNTY OF PASSAIC FOR CALENDAR YEAR 2026, PURSUANT TO N.J.S.A. 40A:11-5(M) [25-1204](#)
9. RESOLUTION REAPPOINTING RICHARD P. CAHILL AS CHIEF FINANCIAL OFFICER FOR THE COUNTY OF PASSAIC FOR A THREE (3) YEAR TERM, COMMENCING JANUARY 1, 2026 AND EXPIRING DECEMBER 31, 2028, PURSUANT TO N.J.S.A. 40A:9-28.4 [25-1205](#)
10. RESOLUTION AUTHORIZING MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF PASSAIC, PASSAIC VALLEY WATER COMMISSION, NATIONAL PARK SERVICE, NEW JERSEY STATE HISTORIC PRESERVATION OFFICE, CITY OF PATERSON, HAMILTON PARTNERSHIP OF PATERSON, AND NEW JERSEY COMMUNITY DEVELOPMENT CORPORATION, PURSUANT TO N.J.S.A. 40:20-1 [25-1206](#)
11. RESOLUTION AUTHORIZING A ONE-YEAR LEASE AGREEMENT BY AND BETWEEN THE COUNTY OF PASSAIC AND FR. JAMES MOSS FOR PREMISES LOCATED AT PREAKNESS HEALTHCARE CENTER, PURSUANT TO N.J.S.A. 40:20-1 [25-1207](#)
12. RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN THE COUNTY OF PASSAIC AND THE BOROUGH OF WANAUKE FOR THE PROVISION OF HI-SPEED INTERNET SERVICES TO BOROUGH FACILITIES FOR A FIVE-YEAR TERM, PURSUANT TO N.J.S.A. 40A:65-1, ET SEQ. [25-1208](#)
13. RESOLUTION AUTHORIZING MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTIES OF BERGEN, HUDSON, AND PASSAIC FOR THE SHARED SERVICES OF A JOINT MEDICAL EXAMINER'S OFFICE [25-1209](#)
14. RESOLUTION AWARDING A CONTRACT TO ACRISURE, LLC DBA BERGEN RISK MANAGERS FOR THIRD PARTY ADMINISTRATION OF GENERAL LIABILITY AND WORKERS' COMPENSATION CLAIMS, PURSUANT TO N.J.S.A. 40A:11-4.1, ET SEQ. AND RFP-26-004 [25-1210](#)
15. RESOLUTION AUTHORIZING THE PASSAIC COUNTY CLERK'S OFFICE TO APPLY FOR AND ACCEPT SPECIAL ELECTION GRANT PROGRAM FUNDS FROM THE STATE OF NEW JERSEY, DIVISION OF ELECTIONS, PURSUANT TO N.J.S.A. 40:20-1 [25-1269](#)
16. RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158) [25-1270](#)
17. RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158) [25-1271](#)
18. RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158) [25-1272](#)

19. RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158) [25-1273](#)
20. RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158) [25-1274](#)
21. RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158) [25-1275](#)
22. RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158) [25-1276](#)

**HEALTH & HUMAN SERVICES**

23. RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE RECOMMENDATION OF THE RFP REVIEW COMMITTEE FOR RFP-25-031 AND AWARD A CONTRACT TO CARE PLUS BERGEN, INC., DBA BERGEN NEW BRIDGE MEDICAL CENTER - TEEN T.H.R.I.V.E. FOR EVIDENCE-BASED OPIOID USE DISORDER TREATMENT AND ADJUNCTIVE SERVICES FOR A TERM TO BEGIN UPON AWARD AND TERMINATE DECEMBER 31, 2025, WITH FOUR (4) ONE (1)-YEAR OPTIONS TO RENEW. [25-1195](#)
24. RESOLUTION AUTHORIZING THE DEPARTMENT OF SENIOR SERVICES, DIVISION OF PARA-TRANSIT TO ACCEPT GRANT FUNDS UNDER THE FFY2023 FEDERAL TRANSIT ADMINISTRATION SECTION 5310 FEDERAL GRANT PROGRAM, PURSUANT TO N.J.S.A. 40:20-1. [25-1200](#)
25. RESOLUTION AUTHORIZING THE PASSAIC COUNTY DEPARTMENT OF SENIOR SERVICES, PARA-TRANSIT DIVISION, TO DONATE ONE (1) 2013 FORD E-450 SENATOR SII NO LONGER NEEDED FOR PUBLIC USE TO THE CITY OF CLIFTON, PURSUANT TO N.J.S.A. 40:20-1 [25-1211](#)
26. RESOLUTION AUTHORIZING THE DEPARTMENT OF SENIOR SERVICES, PARA-TRANSIT DIVISION, TO APPLY FOR A GRANT FROM THE NORTH JERSEY TRANSPORTATION PLANNING AUTHORITY FY2025 CONGESTION MITIGATION AND AIR QUALITY IMPROVEMENT PROGRAM LOCAL MOBILITY INITIATIVES GRANT FOR OPERATIONAL SUPPORT FUNDING FOR THE PASSAIC COUNTY MOVE MICRO-TRANSIT PROGRAM, PURSUANT TO N.J.S.A. 40:20-1. [25-1212](#)
27. RESOLUTION QUALIFYING VENDORS AND AWARDING CONTRACTS FOR RFQ-26-046 LEAD ASSISTANCE PROGRAM: RESIDENTIAL LEAD REMEDIATION AND ABATEMENT SERVICES, AND RFQ-26-049 EXPAND POOL LEAD ASSISTANCE PROGRAM: RESIDENTIAL LEAD REMEDIATION AND ABATEMENT SERVICES, ON AN AS-NEEDED BASIS, BY THE DIVISION OF WEATHERIZATION, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ. [25-1213](#)

28. RESOLUTION AUTHORIZING THE USE OF 22<sup>nd</sup> CENTURY TECHNOLOGIES, INC. FOR TEMPORARY STAFFING SERVICES FOR THE DEPARTMENT OF HEALTH SERVICES, PURSUANT TO N.J.S.A. 40A:11-12, ET.SEQ. [25-1214](#)
29. RESOLUTION EXERCISING THE SECOND ONE-YEAR OPTION TO TABLE TO TABLE, INC. TO PROVIDE FOOD COORDINATION AND DISTRIBUTION SERVICES TO FOOD PANTRIES IN THE UPPER PASSAIC COUNTY AREA UNDER RFP-24-034 FOR THE 2026 CALENDAR YEAR, PURSUANT TO N.J.S.A. 40A:11-4.1, ET.SEQ. [25-1215](#)
30. RESOLUTION EXERCISING THE SECOND ONE-YEAR OPTION TO VARIOUS AGENCIES TO PROVIDE FOOD DISTRIBUTION SERVICES TO PASSAIC COUNTY RESIDENTS IN CALENDAR YEAR 2026, FROM JANUARY 1, 2026, TO DECEMBER 31, 2026, UNDER RFP-24-010, PURSUANT TO N.J.S.A. 40A:11-4.1, ET.SEQ. [25-1216](#)
31. RESOLUTION EXERCISING THE THIRD AND FINAL OPTION YEAR TO RENEW UNDER RFP-23-004 TO APPROVED VENDORS TO PROVIDE HOME ASSISTANCE SERVICES AND SERVICES FOR THE DISABLED IN CALENDAR YEAR 2026, PURSUANT TO N.J.S.A. 40A:11-4.1, ET.SEQ. [25-1217](#)
32. RESOLUTION INCREASING CONTRACT CEILING TO NEW HOPE INTEGRATED BEHAVIORAL HEALTHCARE, INC. UNDER RFP-22-005 FOR THE DEPARTMENT OF HUMAN SERVICES, DIVISION OF MENTAL HEALTH AND ADDICTION SERVICES, TO PROVIDE RESIDENTIAL TREATMENT SERVICES FOR PASSAIC COUNTY RESIDENTS FOR THE REMAINDER OF CALENDAR YEAR 2025, PURSUANT TO N.J.A.C. 5:30-11.6, ET SEQ. [25-1218](#)
33. RESOLUTION AUTHORIZING AGREEMENT WITH EXCELL CLINICAL LABORATORY, INC. FOR PROVISION OF HEALTH SCREENING SERVICES AT SMAC BLOOD TEST EVENT IN WEST MILFORD, PURSUANT TO N.J.S.A. 40:20-1 [25-1219](#)
34. RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO MXI ENVIRONMENTAL SERVICES LLC TO CONDUCT HOUSEHOLD HAZARD COLLECTION DRIVES IN THE COUNTY FOR A TWO-YEAR TERM, PURSUANT TO N.J.S.A. 40A:11-4. [25-1220](#)
35. RESOLUTION AUTHORIZING AN INCREASE IN APPROPRIATION FOR THE CONTRACT WITH GERIScript, LLC, FOR PHARMACEUTICAL SERVICES AT Preakness Healthcare Center UNDER RFP-24-036 [25-1221](#)
36. RESOLUTION EXERCISING THE SECOND ONE-YEAR OPTION TO RENEW THE CONTRACT WITH AMERICAN WEAR, INC. D/B/A AMERICAN WEAR UNIFORMS FOR THE PROVISION OF UNIFORM RENTAL AND CLEANING SERVICES TO Preakness Healthcare Center, PURSUANT TO N.J.S.A. 40A:11-4, ET SEQ. AND SB-24-015 [25-1234](#)
37. RESOLUTION QUALIFYING AND AWARDED CONTRACT FOR THE PROVISION OF INFECTION PREVENTION CONSULTANT SERVICES TO Preakness Health Center DURING THE 2026 CALENDAR YEAR, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-26-056 [25-1236](#)
38. RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO METROPOLITAN FOODS INC. DBA DRISCOLL FOODS FOR THE PROVISION OF COFFEE TO Preakness Healthcare Center, PURSUANT TO N.J.S.A. 40A:11-4. [25-1241](#)

39. RESOLUTION QUALIFYING AND AWARDED CONTRACT FOR THE PROVISION OF DENTAL SERVICES TO PREAKNESS HEALTH CENTER DURING THE 2026 CALENDAR YEAR, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-26-054 [25-1242](#)
40. RESOLUTION AWARDED CONTRACT FOR THE PROVISION OF ON-SITE VISION CARE SERVICES FOR PREAKNESS HEALTH CENTER DURING THE 2026 CALENDAR YEAR, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-26-020 [25-1243](#)
41. RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO RP BAKING LLC DBA PECHTER'S AND METROPOLITAN FOODS INC. DBA DRISCOLL FOODS FOR THE PROVISION OF BREAD PRODUCTS TO PREAKNESS HEALTHCARE CENTER AND OTHER COUNTY DEPARTMENTS, PURSUANT TO N.J.S.A. 40A:11-4. [25-1244](#)
42. RESOLUTION TO INCREASE THE AMOUNT APPROPRIATED FOR TM ADAMS, INC., WHO WAS QUALIFIED THROUGH RFQ-25-083: EXPAND POOL WEATHERIZATION ASSISTANCE PROGRAM (WAP) RESIDENTIAL HEATING SYSTEMS UPGRADES AND REPAIRS, ON AN AS-NEEDED BASIS BY THE DIVISION OF WEATHERIZATION, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ. [25-1266](#)

**PUBLIC WORKS**

43. RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO DISCOVERY MAP INTERNATIONAL, INC., TO CREATE A UNIQUE TOURISM MAP HIGHLIGHTING PASSAIC COUNTY DESTINATIONS, FOR THE DEPARTMENT OF CULTURAL & HISTORIC AFFAIRS, PURSUANT TO N.J.S.A. 40A:11-5(k) [25-1222](#)
44. RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO CLARKE CATON HINTZ FOR RESTORATIVE WORK ON INTERIOR FINISHES AT LAMBERT CASTLE IN THE CITY OF PATERSON, RFQ-25-064, PURSUANT TO N.J.S.A. 40A: 11-5, ET SEQ. [25-1223](#)
45. RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO PENNONI ASSOCIATES, INC., TO PROVIDE LICENSED SITE REMEDIATION PROFESSIONAL SERVICES FOR LAMBERT CASTLE IN THE CITY OF PATERSON, RFQ-25-013, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ. [25-1224](#)
46. RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 TO JOSEPH A. NATOLI CONSTRUCTION CORPORATION, FOR THE EXTERIOR RESTORATION OF THE PASSAIC COUNTY COURT HOUSE IN THE CITY OF PATERSON, PER BID C-25-001, N.J.A.C. 5:30-11.3 ET SEQ. [25-1225](#)
47. RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 TO RELIABLE NYC, LLC, FOR THE RESTORATION AND REHABILITATION OF THE SCHUYLER-COLFAX HOUSE PROJECT IN THE TOWNSHIP OF WAYNE, PER BID C-24-018, N.J.A.C. 5:30-11.3 ET SEQ. [25-1226](#)
48. RESOLUTION AUTHORIZING CHANGE ORDER NO. 2 FOR GJG CONSTRUCTION & CONSULTING, LLC, FOR THE REHABILITATION OF THE HARRY S. VREELAND HOUSE PROJECT IN THE BOROUGH OF RINGWOOD, PER BID C-24-011, PURSUANT TO N.J.A.C. 5:30-11.3 ET SEQ. [25-1227](#)
49. RESOLUTION AUTHORIZING CONTRACT MODIFICATION NO. 1 TO RICHARD GRUBB & ASSOCIATES, TO PERFORM A COUNTYWIDE SURVEY OF HISTORIC CEMETERIES, RFQ-25-064, PURSUANT TO N.J.A.C. 5:30-11.6 [25-1228](#)

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50. RESOLUTION AUTHORIZING AN INCREASE IN APPROPRIATION UNDER THE CONTRACT WITH RFS COMMERCIAL INC., FOR PURCHASE OF MUSEUM RUNNERS FOR USE IN LAMBERT CASTLE AND THE CARRIAGE HOUSE COMPLEX IN THE CITY OF PATERSON AND DEY MANSION IN THE TOWNSHIP OF WAYNE, PURSUANT TO N.J.S.A. 40A: 11-12 [25-1229](#)
  51. RESOLUTION AMENDING RESOLUTION NO. 24-1040 AUTHORIZING UPDATE OF THE PARKS AND RECREATION PERMIT INFORMATION PACKET, PURSUANT TO N.J.S.A. 40:32-7.7, ET SEQ. [25-1230](#)
  52. RESOLUTION AWARDED A NON-FAIR AND OPEN CONTRACT TO TIGRIS AQUATIC SERVICES LLC, FOR FOUNTAIN REPAIR WORK AT WEASEL BROOK PARK IN THE CITY OF CLIFTON, PURSUANT TO N.J.S.A. 40A:11-3 [25-1232](#)
  53. RESOLUTION AMENDING RESOLUTION NO. R-23-1175 ADOPTING A REVISED FEE SCHEDULE FOR THE PREAKNESS VALLEY GOLF, PURSUANT TO N.J.S.A. 40:32-7.7, ET SEQ. [25-1233](#)
  54. RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO MURRAY PAVING & CONCRETE, LLC, FOR IMPROVEMENTS TO THE BASKETBALL COURTS AT WEASEL BROOK PARK IN THE CITY OF CLIFTON, PURSUANT TO N.J.S.A. 40A:11-10. [25-1235](#)
  55. RESOLUTION AWARDED A NON-FAIR AND OPEN CONTRACT TO KLECHA ENTERPRISES LLC, FOR REPAIRS TO THE HEALTH DEPARTMENT'S FREIGHTLINER MOBILE HEALTH UNIT, PURSUANT TO N.J.S.A. 40A:11-3 [25-1237](#)
  56. RESOLUTION AUTHORIZING THE PURCHASE OF ONE (1) KUBOTA UTILITY VEHICLE FROM CHERRY VALLEY TRACTOR SALES, PURSUANT TO N.J.S.A. 40A:11-10 [25-1238](#)
  57. RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO ALLEGIANCE TRUCK LLC, FOR THE REPAIR OF PASSAIC COUNTY SNOW PLOWING TRUCKS, PURSUANT TO N.J.S.A. 40A:11-10 [25-1239](#)
  58. RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO HUDSON COUNTY MOTORS, INC. FOR REPAIRS TO PASSAIC COUNTY SNOW PLOWING TRUCKS, PURSUANT TO N.J.S.A. 40A:11-10. [25-1240](#)
  59. RESOLUTION AUTHORIZING CHANGE ORDER NO. 3 FOR A&A INDUSTRIAL PIPING TO COMPLETE VARIOUS HVAC REPAIRS TO UNITS 1, 2, & 4 AND PROVIDE A NEW HVAC REPLACEMENT SYSTEM FOR UNIT 3, AND REPLACE THE EXISTING BUILDING MANAGEMENT SYSTEM FOR UNITS 1 THROUGH 4 AT PREAKNESS HEALTHCARE CENTER IN THE TOWNSHIP OF WAYNE, PER BID C-25-005, PURSUANT TO N.J.A.C. 5:30-11.3 ET SEQ. [25-1247](#)
  60. RESOLUTION AUTHORIZING APPLICATION, ACCEPTANCE AND EXECUTION OF GRANT AGREEMENT BETWEEN THE COUNTY AND THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE NEW JERSEY DEPARTMENT OF TRANSPORTATION 2026 COUNTY AID GRANT, PURSUANT TO N.J.S.A. 40:20-1 [25-1248](#)
  61. RESOLUTION AUTHORIZING AN ENCROACHMENT PERMIT TO TFJ NORTH HALEDON URBAN RENEWAL, LLC C/O SONNY JUMANI, FOR A STORM DRAIN CONNECTION INTO THE MUNICIPAL STORM SEWER THAT ENCROACHES INTO THE RIGHT OF WAY OF BELMONT AVENUE IN THE BOROUGH OF NORTH HALEDON, PURSUANT TO N.J.S.A. 40:20-1. [25-1249](#)

62. RESOLUTION AUTHORIZING CHANGE ORDER NO. 5 TO SMITH SONDY ASPHALT CONSTRUCTION COMPANY, INC., FOR THE 2024 PASSAIC COUNTY ROAD RESURFACING PROJECT, PER BID C-24-012, PURSUANT TO N.J.A.C. 5:30-11.10, ET SEQ. [25-1251](#)
63. RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 FOR SPARWICK CONTRACTING, INC., FOR ON-CALL BRIDGE REPAIRS TO CLINTON ROAD CULVERT NO. 1600 -172 OVER THE CLINTON BROOK TRIBUTARY IN THE TOWNSHIP OF WEST MILFORD, PER BID C-24-002, PURSUANT TO N.J.A.C. 5:30-11.3 ET SEQ. [25-1252](#)
64. RESOLUTION AUTHORIZING THE PASSAIC COUNTY PURCHASING AGENT TO ADVERTISE AND RECEIVE BIDS FOR INSPECTION SERVICES ASSOCIATED WITH THE 11 MARSHALL STREET REDEVELOPMENT PROJECT IN THE CITY OF PATERSON, PURSUANT N.J.S.A 40A: 11-23, ET SEQ. [25-1253](#)
65. RESOLUTION AUTHORIZING CONTRACT MODIFICATION NO. 1 FOR FRENCH AND PARRELLO ASSOCIATES, PA, FOR ON-CALL GEOTECHNICAL TESTING FOR THE 11 MARSHALL STREET REDEVELOPMENT PROJECT IN THE CITY OF PATERSON, SB-25-005, PURSUANT TO N.J.A.C. 5:30-11.6 [25-1254](#)
66. RESOLUTION AUTHORIZING THE PASSAIC COUNTY ENGINEER TO APPLY FOR, ENTER INTO, AND EXECUTE THE FY2026 NEW JERSEY DEPARTMENT OF TRANSPORTATION LOCAL BRIDGES FUND GRANT PROGRAM, PURSUANT TO N.J.S.A. 40:20-1 ET SEQ. [25-1255](#)
67. RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO JOHNSTON G.P., INC D/B/A JCT SOLUTIONS, TO SUPPLY AND INSTALL TELEPHONE SYSTEM EQUIPMENT FOR 11 EDGAR DRIVE IN THE TOWNSHIP OF WEST MILFORD, PURSUANT TO N.J.S.A. 40A:11-10. [25-1256](#)
68. RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO SHI INTERNATIONAL, CORP., TO SUPPLY NETWORK GEAR AND EQUIPMENT FOR 11 EDGAR DRIVE IN THE TOWNSHIP OF WEST MILFORD, PURSUANT TO N.J.S.A. 40A:11-10, ET SEQ. AND N.J.S.A. 40A:11-12, ET SEQ. [25-1257](#)
69. RESOLUTION QUALIFYING A POOL OF CONTRACTORS FOR ON-CALL BRIDGE AND CULVERT REPAIRS CONTRACTORS AND UNIT PRICES FOR A PERIOD OF JANUARY 1, 2026, TO DECEMBER 31, 2027, PER BID C-26-002, PURSUANT TO N.J.S.A. 40A:11-5 ET SEQ. [25-1258](#)
70. RESOLUTION QUALIFYING A POOL OF CONTRACTORS FOR ON-CALL DRAINAGE PROJECTS AT ESTABLISHED UNIT PRICES FOR A TWO-YEAR PERIOD BEGINNING JANUARY 1, 2026 THROUGH DECEMBER 31, 2027, PER BID C-26-001, PURSUANT TO N.J.S.A. 40A:11-4 [25-1259](#)

**LAW AND PUBLIC SAFETY**

71. RESOLUTION AWARDDING A NON-FAIR AND OPEN CONTRACT TO LEXISNEXIS, A DIVISION OF RELX, INC., TO PROVIDE AN ACCURINT INVESTIGATIVE SERVICES SUBSCRIPTION FOR THE CALENDAR YEAR 2026 FOR THE PASSAIC COUNTY PROSECUTOR'S OFFICE, PURSUANT TO N.J.S.A. 40A:11-3. [25-1260](#)
72. RESOLUTION AUTHORIZING THE PASSAIC COUNTY PROSECUTOR'S OFFICE TO APPLY FOR FFY24 STOP VIOLENCE AGAINST WOMAN ACT GRANT PROGRAM, PURSUANT TO N.J.S.A 40:20-1 ET SEQ. [25-1261](#)

73. RESOLUTION AUTHORIZING THE PURCHASE OF VARIOUS GOODS AND SERVICES BY THE PASSAIC COUNTY PROSECUTOR'S OFFICE, PURSUANT TO N.J.S.A. 40A:11-10, ET SEQ. AND N.J.S.A. 40A:11-12 ET SEQ. [25-1262](#)
74. RESOLUTION AUTHORIZING THE PURCHASE OF VARIOUS GOODS AND SERVICES BY THE PASSAIC COUNTY PROSECUTOR'S OFFICE, PURSUANT TO N.J.S.A. 40A:11-10, ET SEQ. AND N.J.S.A. 40A:11-12 ET SEQ. [25-1263](#)
75. RESOLUTION AUTHORIZING THE PASSAIC COUNTY PROSECUTOR'S OFFICE TO APPLY FOR AND ACCEPT FUNDING FROM FFY24 VICTIMS OF CRIME ACT (VOCA) GRANT PROGRAM, PURSUANT TO N.J.S.A. 40:20-1 [25-1264](#)
76. RESOLUTION AUTHORIZING THE PASSAIC COUNTY PROSECUTOR'S OFFICE TO APPLY FOR AND ACCEPT FUNDS FROM THE STATE OF NEW JERSEY'S COUNTY PROSECUTOR INSURANCE FRAUD REIMBURSEMENT PROGRAM, PURSUANT TO N.J.S.A. 17:33A-28 [25-1265](#)
77. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO BLAKE ACEVEDO, D/BA INTERSTATE HAY FOR HORSE FEED AND BEDDING SUPPLIES FOR THE PASSAIC COUNTY SHERIFF'S OFFICE'S MOUNTED UNIT, PURSUANT TO N.J.S.A 40A: 11-4, ET SEQ. [25-1277](#)
78. RESOLUTION AUTHORIZING A PURCHASE FROM SHI INTERNATIONAL, CORP., FOR AN ANNUAL MAINTENANCE AGREEMENT AND SUPPORT FOR GTL OMSE FOR THE JAIL MANAGEMENT SYSTEM, PURSUANT TO N.J.S.A. 40A:11-10. [25-1278](#)
79. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO GENTILINI CHEVROLET, LLC, FOR TWO (2) 2024 CHEVROLET TAHOE PPV 4WD VEHICLES FOR THE PASSAIC COUNTY SHERIFF'S OFFICE K9 UNIT, PURSUANT TO N.J.S.A. 40A: 11-12 [25-1279](#)
80. RESOLUTION AUTHORIZING A LEASE AGREEMENT BETWEEN THE COUNTY OF PASSAIC AND 400 HAMBURG TURNPIKE, LLC, TO RENT TWENTY (20) PARKING SPACES FOR THE USE OF PASSAIC COUNTY SHERIFF'S OFFICE VEHICLE OVERFLOW PARKING AT 400 HAMBURG TURNPIKE IN WAYNE PURSUANT TO N.J.S.A. 40A:12-4 [25-1280](#)
81. RESOLUTION EXERCISING THE FIRST ONE YEAR OPTION UNDER THE CONTRACT WITH TRACK GROUP FOR GPS MONITORING FOR THE PASSAIC COUNTY HUMAN SERVICES DEPARTMENT AND THE PASSAIC COUNTY JAIL, RFP-24-002, PURSUANT TO N.J.S.A. 40A:11-4.1, ET SEQ. [25-1281](#)
82. RESOLUTION EXERCISING THE SECOND OPTION YEAR WITH VARIOUS VENDORS TO RENEW TOWING AND STORAGE SERVICES FOR PASSAIC COUNTY'S DEPARTMENTS AND INSTITUTIONS, AS PER RFP-24-009, PURSUANT TO N.J.S.A. 40A:11-4.1, ET SEQ. [25-1282](#)

**PLANNING AND ECONOMIC DEVELOPMENT**

83. RESOLUTION AUTHORIZING THE ADDITION OF \$75,000.00 TO T&M ASSOCIATES TO COMPLETE AN UPDATE OF THE PASSAIC COUNTY PARKS, RECREATION, AND OPEN SPACE MASTER PLAN, PURSUANT TO N.J.S.A. 40A:11-5 ET SEQ. [25-1231](#)

- 84. RESOLUTION AUTHORIZING A HOLD HARMLESS AGREEMENT BETWEEN THE COUNTY OF PASSAIC AND JUAN ABREU FOR PROPERTY LOCATED AT 170-174 HAZEL STREET, CLIFTON, NEW JERSEY, BLOCK 16.13, LOT 15. [25-1245](#)
  
- 85. RESOLUTION OF AN “IF AND WHEN” AGREEMENT ASSOCIATED WITH PASSAIC COUNTY PLANNING BOARD APPLICATION TO SUBDIVIDE REAL PROPERTY LOCATED AT 170-174 HAZEL STREET IN CLIFTON, NEW JERSEY. [25-1246](#)
  
- 86. RESOLUTION AUTHORIZING A THIRD NO COST TIME EXTENSION FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM BOROUGH OF BLOOMINGDALE FY 2022-23 SENIOR CENTER FLOOR RECONSTRUCTION UNTIL DECEMBER 31, 2025. [25-1267](#)
  
- 87. RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO INTEGRA REALTY RESOURCES FOR APPRAISAL SERVICES FOR THE RIVER STREET PROJECT IN THE CITY OF PATERSON, RFQ-25-074 PURSUANT TO N.J.S.A. 40A:11-5 ET SEQ. [25-1268](#)

Items Removed from Consent Agenda

M. New Business:

- 1. Personnel:
- 2. Bills:

N. Adjournment:

# County of Passaic

## Board of County Commissioners



### *OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
Deputy Director Cassandra "Sandi" Lazzara  
John W. Bartlett  
Orlando Cruz  
Rodney De Vore  
Terry Duffy  
Bruce James

**401 Grand Street  
Paterson, New Jersey 07505  
Tel: 973-881-4402  
Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
Administrator  
Nadege D. Allwaters, Esq.  
County Counsel  
Louis E. Imhof  
Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda:

THIS MINUTES WAS REQUESTED BY:

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**PASSAIC COUNTY BOARD OF COUNTY COMMISSIONERS  
MINUTES FOR REGULAR MEETING HELD ON**

**November 17, 2025**

A regular meeting of the Passaic County Board of County Commissioners was held on this day at 401 Grand Street, Paterson NJ 07505 at 5:33 PM.

Louis E. Imhof, III, Clerk of the Board, read the announcement on the Open Public Meeting Law.

**Roll Call:**

1. Bartlett
2. Cruz
3. DeVore
4. Duffy
5. James-Absent
6. Deputy Director Lazzara
7. Director Lepore

**Pledge of Allegiance**

**Invocation:** Rev. Father J. Patrick Ryan, D. Min

Moment of silence to remember all the men and women who have died while serving in the United States Armed Forces.

**Approval of Minutes:**

Motion made by County Commissioner Duffy, seconded by County Commissioner DeVore, that the minutes for October 28, 2025, be approved which the motion was carried on a roll call of six (6) votes in the affirmative with County Commissioner James being absent.

**Proclamation:**

Motion made by County Commissioner DeVore, seconded by County Commissioner Bartlett, for approval of proclamation which motion was carried on a roll call of six (6) votes in the affirmative with County Commissioner James being absent.

**Administrator's Report:**

1. Presentation of a proclamation to Anthony Vancheri for Italian American Heritage month.
2. Presentation of a proclamation to Assemblywoman Shavonda E. Sumter.
3. Department of Children and Families, Division on Women's funds the domestic violence direct service programs across the state. JBWS was awarded funds by the state to provide domestic violence services in Passaic County. Diane Williams will be presenting on the domestic violence services that JBWS will be bringing to Passaic County.
4. Recognition ceremony congratulating the 2025 Passaic County Youth Leadership Retreat students for successful completion of the 2025 Passaic County Youth Leadership Retreat hosted by the Passaic County Parks & Recreation department from June 30 to July 3, 2025, at Camp Hope, presented by Kerry Klug, CPRE, Recreation Program Supervisor Aliyah Crespo, 2025 Passaic County Youth Leadership Retreat graduate and Jovin Fernandez Director of Stockton University Multi-Cultural and Passaic County Youth Leadership Retreat leader.

5. Passaic County Sheriff Office Accreditation Acceptance by Sheriff Thomas Adamo.
6. Presentation of the NJAC Hall of Fame award to County Commissioner Terry Duffy presented by County Administrator Matthew Jordan, NJAC representative.

At this time Director Lepore asked if there was any County Commissioner Reports.

1. County Commissioner Director Pasquale "Pat" Lepore
2. County Commissioner Deputy Cassandra "Sandi" Lazzara
3. County Commissioner John W. Bartlett
4. County Commissioner Orlando Cruz
5. County Commissioner Rodney A. DeVore
6. County Commissioner Terry Duffy
7. County Commissioner Bruce James- Absent

**COMMUNICATION: None**

**ORAL PORTION:**

DeVore: Motion to open the public portion.  
 Bartlett: Second.

ROLL CALL: Bartlett, Yes: Cruz, Yes: DeVore, Yes: Duffy, Yes: James:  
 Absent, Lazzara, Yes: Director Lepore, Yes:

At this time Director Lepore asked if anyone would like to be heard before the Board:

1. Trini Mestre-Florida

Duffy: Motion to close the Public Portion of the Meeting.  
 Cruz: Second.

ROLL CALL: Bartlett, Yes: Cruz, Yes: DeVore, Yes: Duffy, Yes: James: Absent,  
 Lazzara, Yes: Director Lepore, Yes:

**2/3 Vote**

Motion made by County Commissioner Cruz, seconded by County Commissioner Bartlett to adopt L-1, which the motion was carried on a roll call with six (6) votes in the affirmative with County Commissioner James being absent.

**Consent Agenda Resolutions:**

Motion made by County Commissioner DeVore, seconded by County Commissioner Lazzara to adopt Resolution M-1 through M-82, which the motion was carried on a roll call with six (6) votes in the affirmative with County Commissioner James being absent.

**"End of Consent Agenda"**

**Personnel:**

Motion made by County Commissioner Cruz, second by County Commissioner Bartlett, that all Personnel matters be approved that were submitted by the Office of Human Resources. Then the Office of Human Resources shall be directed to notify the County Finance Department and New Jersey Department of Personnel accordingly, which motion was approved, with six (6) votes in the affirmative with County Commissioner James being absent.

**Bills:**

Motion made by County Commissioner Cruz, seconded by County Commissioner Bartlett, that:

Current Fund	4-01	\$693,280.33
Current Fund	5-01	\$8,732,596.32
HUD Budget Expenditures	5-25	\$6,774.29
	<b>Year Total</b>	<b>\$8,739,370.61</b>

General Capital Fund Budget	C-04	\$443,700.69
State/Federal Grant Fund	G-01	\$3,832,019.44
Open Space Trust Fund FY2021	O-21	\$18,487.00
Open Space Trust Fund FY2024	O-24	\$438,758.47
Open Space Trust Fund FY2025	O-25	\$11,328.31
	<b>Year Total:</b>	<b>\$468,573.78</b>
Professional Liab.	T-19	\$148,936.75
Trust Fund Other	T-20	\$394,709.46
Municipal Forfeiture Fund	T-22	\$56,156.60
Prosecutor's Confiscated Fund	T-23	\$26,233.00
	<b>Year Total:</b>	<b>\$626,035.81</b>

**Total of All Funds: \$14,802,980.66**

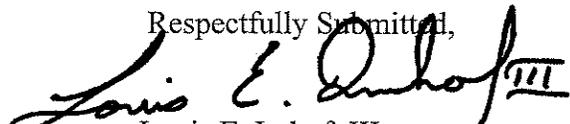
Current Fund	5-01	\$26,942,663.23
Payroll Agency Deductions	5-05	\$6,811,386.18
HUD Budget Expenditures	5-25	\$47,872.44
State/Federal Grant Fund	G-01	\$876,984.73
Confiscated Trust Fund	T-15	\$26,983.58
	<b>All total Funds:</b>	<b>\$34,705,890.16</b>

was approved, with six (6) votes in the affirmative with County Commissioner James being absent.

**Adjournment**

Motion made by County Commissioner Duffy, seconded by County Commissioner De Vore, that the regular meeting be adjourned at 6:52 pm, and the motion was carried on roll call with six (6) votes in the affirmative with County Commissioner James being absent.

**(The proceedings of this meeting were both audio and video tape recorded)**

Respectfully Submitted,  
  
Louis E. Imhof, III,  
Clerk of the Board

Prepared by: Vivianett Rodriguez

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING A CONTRACT AWARD TO EDMUNDS GOVTECH, INC., FOR FINANCIAL ACCOUNTING SOFTWARE MAINTENANCE AND RELATED SERVICES FOR CALENDAR YEAR 2026, PURSUANT TO N.J.S.A. 40A:11-5(1)(dd)

THIS RESOLUTION WAS REQUESTED BY:  
 FINANCE

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	1.
CAF#	6-01-20-103-001-233
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

**RESOLUTION AUTHORIZING A CONTRACT AWARD TO EDMUNDS GOVTECH, INC., FOR FINANCIAL ACCOUNTING SOFTWARE MAINTENANCE AND RELATED SERVICES FOR CALENDAR YEAR 2026, PURSUANT TO N.J.S.A. 40A:11-5(1)(dd)**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5(1)(dd), any contract the amount of which exceeds the bid threshold may be negotiated and awarded by the Board without public advertising for bids and bidding thereof if it is for the provision or performance of goods and services for the support or maintenance of proprietary computer hardware and software; and

**WHEREAS**, the County utilizes proprietary computer software provided by Edmunds GovTech, Inc., for financial accounting, purchasing, and permitting functions; and

**WHEREAS**, Edmunds GovTech, Inc., provided a quote for software maintenance and other services in the amount of forty-one thousand five hundred sixty-one dollars and ninety-six cents (\$41,561.96), which the Chief Financial Officer is recommending to the Board for approval; and

**WHEREAS**, Edmunds GovTech, Inc., executed and notarized the County’s Business Entity Disclosure Certification for non-fair and open contracts required pursuant to N.J.S.A. 19:44A-20.8, which is attached hereto and made part of this Resolution.

**WHEREAS**, pursuant to N.J.S.A. 52:32-60.1, et seq., Edmunds GovTech, Inc., executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying that it is not involved in prohibited activities in Russia and Belarus, and the County confirmed that said vendor is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, funds are available in Account No. 6-01-20-103-001-233, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2026 and/or subsequent County budget(s), which is attached hereto and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 26, 2025 Administration and Finance Committee meeting and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5(1)(dd), the Board of County Commissioners of the County of Passaic authorizes a contract award to Edmunds GovTech, Inc., for software maintenance and related services for calendar year 2026, in an amount not to exceed forty-one thousand five hundred sixty-one dollars and ninety-six cents (\$41,561.96).

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract to Edmunds GovTech, Inc., and maintain a copy of this Resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, Chief Financial Officer and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

NB

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$41,561.96

APPROPRIATION: \*Contingent upon availability of funds in 2026 adopted budget

PURPOSE: Award contract to Edmunds GovTech, Inc., for software maintenance and related services for calendar year 2026.



Richard Cahill, Director of Finance

DATED: December 9, 2025



**Edmunds GovTech**  
 301 Tilton Road  
 Northfield, NJ 08225

# INVOICE

Invoice #: 26-IN0469  
 Invoice Date: 10/01/2025  
 Payment Terms: Net 90  
 Due Date: 1/01/2026

Thank you for your business! Please contact us at  
 AR@Edmundsgovtech.com with questions regarding this invoice.

Description: 2026 Software  
 Maintenance, Subscription & Cloud  
 Hosting

Attn: Accounts Payable  
 Passaic County  
 401 Grand Street  
 Paterson, NJ 07505

QTY	SERVICE ID	DESCRIPTION	UNIT PRICE	AMOUNT	NOTES
1	1-OS-9039-7	Hosting (Level III)	\$5000	\$5,000.00	Contract #: 24-1490
1	1-RM-1313-9	Online Bill Pay (WIPP) - AR - 5 Year	\$1000	\$1,000.00	Contract #: 24-1490
1	1-FM-0015-5	Finance Super Suite IV Maintenance	\$20313.25	\$20,313.25	Contract #: LSW-C0544-5
1	1-FM-0008-5	Electronic Requisitions III Maintenance	\$5014.15	\$5,014.15	Contract #: LSW-C0544-5
1	1-RM-1302-5	AR & Business Licensing II Maintenance	\$2236.53	\$2,236.53	Contract #: LSW-C0544-5
1	1-MM-0397-5	Permitting & Code Enforcement II Maintenance	\$4868.1	\$4,868.10	Contract #: LSW-C0544-5
1	1-MM-0400-5	Permitting Self-Service II Maintenance	\$3129.93	\$3,129.93	Contract #: LSW-C0544-5
<b>TOTAL:</b>				\$41,561.96	
<b>PAYMENTS/ CREDITS APPLIED:</b>				\$0.00	
<b>TOTAL AMOUNT DUE:</b>				\$41,561.96	

## Proven Solutions That Power Local Government

www.edmundsgovtech.com || 609-645-7333 || ACH payment information available upon request  
 Terms & Conditions for services provided are available at <https://go.edmundsgovtech.com/terms>

October 1, 2025

Dear Customer:

Thank you for your continued commitment and investment in EGT software systems. Your partnership and loyalty are integral to our ability to deliver top-notch products and the highest levels of support in the software and local government worlds.

Over the past year, EGT has continued its path of strategic growth and investment — enhancing our teams, expanding our software capabilities, strengthening infrastructure, and deepening our customer support services. These investments are designed to ensure that we remain a trusted, long-term partner of yours for decades to come.

Looking ahead, we remain focused on providing innovative, secure, and future-ready solutions that meet the evolving needs of our customers. To support this commitment, we will be implementing a price adjustment for the upcoming service year. This includes a 5% increase for all software modules and hosting services. These updates ensure we can continue to enhance your experience while delivering dependable, long-term value.

Your annual service period will run from January 1, 2026, to December 31, 2026. For your convenience, we have attached your corresponding invoice to this letter. We kindly request that you submit a purchase order for the amount indicated on the enclosed invoice(s).

If you have any inquiries regarding your invoice or the payment process, please do not hesitate to reach out to us at [AR@EdmundsGovTech.com](mailto:AR@EdmundsGovTech.com).

Thank you once again for your continued partnership and trust in EGT.

Best regards,

*Edmunds GovTech*



# BUSINESS ENTITY DISCLOSURE CERTIFICATION

FOR NON-FAIR AND OPEN CONTRACTS

Required Pursuant to N.J.S.A. 19:44A-20.8

## COUNTY OF PASSAIC

### Part I - Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstance, does hereby certify that the Edmunds GovTech Inc, its subsidiaries, assigns or principals controlling an excess of ten percent (10%) of the business entity has neither made a reportable contribution prohibited under N.J.S.A. 19:44A-20.4, et seq, in the year preceding the Non-Fair and Open Contract awarded in the year 2026 for \_\_\_\_\_ ("Contract") nor will it make any reportable contributions during the term of the Contract to any of the following name candidate committees, joint candidate committees, and political party committees representing the elected officials of the County of Passaic, as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r)

Bruce James for County Commissioner	Rodney A. De Vore for Commissioner
Friends of Pat Lepore	Friends of Danielle Ireland Imhof
Friends of John Bartlett	Friends of Cassanova for Surrogate
Friends of Terry Duffy	Friends of Adamo for Sheriff
Sandi Lazzara for Commissioner	
Friends of Orlando Cruz for Commissioner	

### Part II - Ownership Disclosure Certification

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

Check the box that represents the type of business entity:

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

Name of Stock or Shareholder	Home Address
Edmunds Midco Inc	301 Tilton Rd. Northfield, NJ 08225

### Part 3 - Signature and Attestation

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

Name of Business Entity: Edmunds GovTech Inc

Signed: [Signature]

Title: Sr. VP

Printed Name: Richard Evoy

Date: 12/5/2025

Subscribed and sworn before me this 5 day of December, 2025.

[Signature]  
(Affiant)

Kelley Gregory, Admin Assistant  
(Print name & title of affiant) (Corporate Seal)



Entity Disclosure - revised on 1/15/25

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
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**401 Grand Street**  
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**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION QUALIFYING AND AWARING CONTRACT TO INTERVENTION STRATEGIES NJ LLC DBA INTERNATIONAL STRATEGIES INTERNATIONAL FOR THE PROVISION OF EMPLOYEE ASSISTANCE PROGRAM SERVICES DURING THE 2026 CALENDAR YEAR, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-26-042

THIS RESOLUTION WAS REQUESTED BY:  
 HUMAN RESOURCES

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	2.
CAF#	6-01-20-106-001-213
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

**RESOLUTION QUALIFYING AND AWARDING CONTRACT TO INTERVENTION STRATEGIES NJ LLC DBA INTERNATIONAL STRATEGIES INTERNATIONAL FOR THE PROVISION OF EMPLOYEE ASSISTANCE PROGRAM SERVICES DURING THE 2026 CALENDAR YEAR, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-26-042**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), the Purchasing Agent issued RFQ-26-030, Employee Assistance & Wellness Program for Passaic County Departments and Institutions (“RFQ-26-030”) and RFQ-26-042, Expand the Pool Employee Assistance & Wellness Program for Passaic County Departments and Institutions (“RFQ-26-042”), seeking qualifications for professionals to provide timely on-site and off-site mental health training & seminars in accordance with the County’s wellness program and employee assistance program, responses to which were unsealed on August 27, 2025 and September 26, 2025, respectively; and

**WHEREAS**, the Director of Human Resources is recommending that Fitness Coaching LLC dba Fitness Knocking, and the Lincoln Center for Family and Youth be qualified under RFQ-26-030, and that Intervention Strategies NJ LLC dba International Strategies International be qualified under RFQ-26-042; and

**WHEREAS**, the Director of Human Resources is further recommending that Intervention Strategies NJ LLC dba International Strategies International be awarded a contract under RFQ-26-042 to provide timely on-site and off-site mental health training & seminars in accordance with the County’s wellness program and employee assistance program during the period of January 1, 2026 to December 31, 2026, for a total amount not to exceed forty-two thousand dollars (\$42,000.00); and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, this contract is being awarded under a fair and open procurement process, which requires that a contract be: publicly advertised in sufficient time to give notice in advance of the contract; awarded under a process that provides for public solicitation of proposals or qualifications; awarded and disclosed under criteria established in writing by the public entity prior to the solicitation of proposals or qualifications; and publicly opened and announced when awarded; and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., Intervention Strategies NJ LLC dba International Strategies International executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying they are not involved in prohibited activities in Russia and Belarus, and the County confirmed Intervention Strategies NJ LLC dba International Strategies International is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, funds are available in Account No. 6-01-20-106-001-213, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2026 and/or subsequent County budget(s); and

**WHEREAS**, this matter was discussed at the November 26, 2025 Administration and Finance Committee meeting and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), the Board of County Commissioners of the County of Passaic hereby qualifies Fitness Coaching LLC dba Fitness Knocking, and the Lincoln Center for Family and Youth under RFQ-26-030, Employee Assistance & Wellness Program for Passaic County Departments and Institutions, and qualifies Intervention Strategies NJ LLC dba International Strategies International under RFQ-26-042, Expand the Pool Employee Assistance & Wellness Program for Passaic County Departments and Institutions.

**LET IT BE FURTHER RESOLVED**, that the Board authorizes the award of a contract to

Intervention Strategies NJ LLC dba International Strategies International to provide timely on-site and off-site mental health training & seminars in accordance with the County's wellness program and employee assistance program during the period of January 1, 2026 to December 31, 2026, for a total amount not to exceed forty-two thousand dollars (\$42,000.00), all in accordance with RFQ-26-042 and the vendor's response thereto.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract awarded to Intervention Strategies NJ LLC dba International Strategies International and maintain a copy of this Resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, Director of Human Resources, and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

NB

December 9, 2025

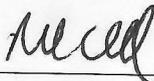
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$42,000.00

APPROPRIATION: \*Contingent upon availability of funds in 2026 adopted budget

PURPOSE: Award contract to Intervention Strategies NJ LLC dba International Strategies International to provide timely on-site and off-site mental health training & seminars in accordance with the County's wellness program and employee assistance program.

  
\_\_\_\_\_  
Richard Cahill, Director of Finance

DATED: December 9, 2025

### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

- A.** That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- B.** That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- C.** That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

Tracey Waldman, PhD  
Signature of Vendor's Authorized Representative

Tracey Waldman, President  
Print Name and Title of Vendor's Authorized Representative

Intervention Strategies International  
Vendor's Name (i.e. Company Name)

351 Evelyn Street  
Vendor's Address (Street Address)

Paramus, NJ 07652  
Vendor's Address (City/State/Zip Code)

(Attach Additional Sheets if Necessary.)

9/20/25  
Date

92-0324426  
Vendor's FEIN, EIN, or FTIN

201-723-8776  
Vendor's Phone Number

201-226-9020  
Vendor's Fax Number

drwaldman@interventionstrategies.org  
Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY ON GOVDEALS.COM, PURSUANT TO N.J.S.A. 40A:11-36

THIS RESOLUTION WAS REQUESTED BY:  
 PURCHASING

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	3.
CAF#	
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY ON GOVDEALS.COM, PURSUANT TO N.J.S.A. 40A:11-36**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, the County has determined that certain surplus personal property described on Schedule A, attached hereto and incorporated herein, is no longer needed for public use (“Surplus Property”); and

**WHEREAS**, on April 13, 2021, the Board approved Resolution No. R20210329, authorizing a contract with GovDeals, Inc. (“GovDeals”) for online auction services pursuant to N.J.S.A. 40A:11-4.1, et seq. and RFP-21-001 for Online Auction Services, which contract was most recently renewed by the Board on November 18, 2024 through Resolution No. R-24-980; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-36, the County’s Purchasing Agent is seeking authorization to effectuate the sale of the Surplus Property by utilizing the online auction services of GovDeals, in accordance with Local Finance Notice 2019-15 and subject to the terms and conditions of the County’s contract with GovDeals, which are available on [www.GovDeals.com](http://www.GovDeals.com) and in the Clerk to the Board’s office; and

**WHEREAS**, this matter was discussed at the November 26, 2025 Administration and Finance Committee meeting, and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-36, the Board of County Commissioners of the County of Passaic authorizes the sale of the surplus personal property listed on the attached Schedule A (“Surplus Property”), in the following manner:

- (1) The sale of the Surplus Property shall be conducted via online auction on [www.GovDeals.com](http://www.GovDeals.com), subject to the terms and conditions of the agreement entered into with GovDeals, which are available online at [www.GovDeals.com](http://www.GovDeals.com) and are also available in the Office of the Clerk to the Board;
- (2) The Surplus Property shall be sold in an “as-is” condition without express or implied warranties, with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said Surplus Property; and
- (3) The County of Passaic reserves the right to reject all bids submitted for any Surplus Property if it determines such rejection to be in the public interest, and to take any subsequent actions authorized by N.J.S.A. 40A:11-36(5).

**LET IT BE FURTHER RESOLVED**, that the Purchasing Agent, County Counsel, County Administrator, and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

NB

December 9, 2025

2025 Auction Surplus Vehicles & Equipment			
Year	Make/Model	VIN #/Serial#	Milage
2010	Acura TL	19UUA9F56AA003505	179,041+
2023	Jiajue JJ150T-16A	LLPTGKBF6P1020030	738
2008	Dodge Magnum	2D4GV47V18H252598	30,200+
2010	Chevy Suburban	1GNUKJE33AR208754	116,340+
2014	Ford Explorer	1FMSK8AR6EGC60019	103,100+
2014	Ford Explorer	1FMSK8AR2EGC60020	120,290+
2014	Ford Explorer	1FMSK8ARXEGC60024	128,700+
2016	Ford Explorer	1FMSK8AR0GGD32707	121,800+
2019	Ford Explorer	1FMSK8ARXKGB25038	104,600+
			*144,100
2020	Chevy Tahoe	1GNSKDEC8LR222628	Frame Miles
2011	Chevy Tahoe	1GNSK2E06BR307945	126,300+
2020	Chevy Tahoe	1GNSKDEC9LR222122	118,300+
2005	Ford Excursion	1FMSU41P15EA57457	104,800+
2013	Ford E-450	1FDFF4FS5DDA62886	176,289
2013	Ford E-450	1FDFF4FS7DDA62887	162,000
2011	Ford E-450	1FDFF4F50BD83593	152,555
2011	Ford E-450	1FDFF4FS9BDA83592	152,153
2011	Ford E-450	1FDFF4FSXBDB14705	228,249
2011	Ford Escape	1FMCU9DG0BK47306	92,237
2011	Ford Escape	1FMCU9DG9BKB47305	92,240
1996	Ford F-350	1FDLF47F7TEA19872	104,985
2013	Ford F-550	1FDUF5HTXDEA69276	80,153
2011	Dodge Dakota	1D7RW3BPS667296	89,592
1991	International 4600	1HTSAZRM7MH330146	125,727
2001	Case 621D	JEE0133743	3246 Hours
2006	Chevrolet Impala	2G1WB58K069366250	76,102
2005	Chevrolet Impala	2G1WF52E659318208	77,160
2009	Dodge Dakota	1D3HW32P89S744614	108,253
2015	Chevrolet 3500 Van	1GAZGZFF2F1261919	108,785
2003	Chevrolet Tahoe	1GNEK13VX3J206154	143,592
2005	Dodge Caravan	1D4GP25E75B316830	160,197
2005	Chevy Silverado	1GCHK24U35E142892	49,748
2008	Impala	2G1WB58KX89241419	89,034
2013	F-150	1FTFX1EF4DFA47897	113,462
	2 Boxes New Brakes - Waste Management	Model XKW3124715QP	
	1 Lot of New Wix Air Filters		
	Ridgid Cutting Heads Mod el 700	Serial # 1033533	
	Various Assorted Sizes New Belts		
	Thermal Dynamic Plasma Cutter	Model: Professional	
	1 Lot of Air and Manual Tools		
	New - Coleman Cooler	58 Can Cooler	
	Miscellaneous Office Phones/Electronics	1 Box Lot	
	Easton Et 100; Hose Crimper	Lot of 4	
	Flowtron - Bug Zapper	Flowtron/Diplomat	
	Colli Crimper - T-400		
	Rubbermaid - Water Cooler	Lot of 4	
	Stanley - General Purpose Saw	Lot of 5	
	Disston Backsaw K-1	Lot of 2	
	True Temper Weed Grass Cutter	Lot of 9	
	True Temper Grass whip - New	Grass Whip	
	4 Dual Work Light Tripods		
	Propane Tank	Lot of 2	
2010	Ford F-350	1FTWF3BR0AEB06474	99,549
2008	Ford Ranger	1FTYR14UX8PB09841	78,428
	Masey Ferguson	Model 3645	
	Salsco Roller	Model 000910	
	Cushman	Model 898627	
	Toro Spray Tank	Model 41097	
	Giant Vac	Model T129202BVG	
1998	Parker Trailer	Serial # 132RA1229Y10003000	
	Ventrac Blower	Model KA160	
2017	Powers Equipment Co. Milk Refrigerator - 780	C174557	
2017	Powers Equipment Co. Milk Refrigerator - 780	C124345	
2018	Smiths Detection X-Ray Machine - B-Scan 16HR-LD 250	127029	
N/A	Sequoia Dental Chair - 96-340	50596410	
2001	Baker SterilGARD® III - SG 403	72083	
2001	Baker SterilGARD® III - SG 403	72082	
2021	Char-tex Mattress - 25754PX	2452775	
2022	CFK Inc./Styrofoam Meal Trays - FST-24-3C	87546	
N/A	Yellow Garment Hangers - Various	N/a	

N/A	Wheelchair Hoveround Corporation - Technique	106795	
N/A	Jazzy - Select Intertek	DWR1234L812	
2021	SC2134PL-T-AWM-41k-4000L-2X4-FCA-WHT- IINV Intertek	N / A	N / A
2021	SC2134PL-T-AWM-41k-4000L-2X4-FCA-WHT- IINV Intertek	N / A	N / A
2021	SC2134PL-T-AWM-41k-4000L-2X4-FCA-WHT- IINV Intertek	N / A	N / A
2021	SC2134PL-T-AWM-41k-4000L-2X4-FCA-WHT- IINV Intertek	N / A	N / A
2021	SC2134PL-T-AWM-41k-4000L-2X2-FCA-WHT- IINV Intertek	N / A	N / A
2018	AO SMITH/ HW-225 100122603	111993643	N/A
2015	American Dryer Corporation Dryer - ADG-80i	633779	
2015	American Dryer Corporation Dryer - ADG-80i	MC90702022	
2015	American Dryer Corporation Dryer - ADG-80i	619033	
2015	American Dryer Corporation Dryer - ADG-80i	MC90702023	
2016	Milnor Washing Machine - 30022VRJ	161279912	
2016	Milnor Washing Machine - 30022VRJ	161279913	
2017	Milnor Washing Machine - 30022VRJ	171356500	
2017	Milnor Washing Machine - 30022VRJ	171356499	

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

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**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION QUALIFYING NEW JERSEY BOARD OF PUBLIC UTILITIES LICENSED THIRD-PARTY ELECTRIC AND/OR NATURAL GAS SUPPLIERS TO PROVIDE ELECTRICITY AND NATURAL GAS SUPPLY SERVICES TO PARTICIPATING MEMBERS OF THE PASSAIC COUNTY ENERGY REGIONAL COOPERATIVE PRICING SYSTEM (PCERPS) ID #203PCERCPS FOR CALENDAR YEAR 2026, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ. AND RFQ-26-050

THIS RESOLUTION WAS REQUESTED BY:  
 ENGINEERING

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REVIEWED BY:

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Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

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Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	4.
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Administration and Finance

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COMMITTEE NAME

**RESOLUTION QUALIFYING NEW JERSEY BOARD OF PUBLIC UTILITIES LICENSED THIRD-PARTY ELECTRIC AND/OR NATURAL GAS SUPPLIERS TO PROVIDE ELECTRICITY AND NATURAL GAS SUPPLY SERVICES TO PARTICIPATING MEMBERS OF THE PASSAIC COUNTY ENERGY REGIONAL COOPERATIVE PRICING SYSTEM (PCERCS) ID #203PCERCPS FOR CALENDAR YEAR 2026, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ. AND RFQ-26-050**

**WHEREAS**, the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 48:3-93.1, et seq. and N.J.A.C. 14:4-6.1, et seq., the County is authorized to establish a government aggregator and energy aggregation program to provide for the purchase of electric generation service and natural gas; and

**WHEREAS**, on September 24, 2013, the Board approved Resolution No. R2013731, establishing a government energy aggregation program pursuant to N.J.S.A. 48:3-93.1, et seq. and N.J.A.C. 14:4-6.1, et seq. (“Energy Aggregation Program”); and

**WHEREAS**, the purpose of the Energy Aggregation Program is to increase the competition of electric generation and natural gas services, thereby lowering electric and natural gas rates for County residents and non-resident users; and

**WHEREAS**, as part of the Energy Aggregation Program, the County requires qualified New Jersey Board Utilities licensed third-party electric and/or natural gas suppliers to provide electric and natural gas services to participating members of the Passaic County Energy Regional Cooperative Pricing System (“PCERCPS”) ID #203PCERCPS; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5, on October 31, 2025, the Passaic County Purchasing Agent issued RFQ-26-050, New Jersey Board of Public Utilities (NJBPU) Licensed Third Party Electric and/or Natural Gas Suppliers (“RFQ-26-050”), seeking qualifications for a pool of licensed third-party electric and/or natural gas suppliers for 2026; and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.7, the County’s request for qualifications is a fair and open process, specifically, the request for qualifications for licensed third-party electric and/or natural gas suppliers for calendar year 2026 is publicly advertised, awarded under a process that provides for public solicitation of qualifications, established the basis of an award and disclosure process documented in writing prior to any solicitation, and is publicly opened and announced when awarded; and

**WHEREAS**, in response to RFQ-26-050, the County received qualifications on November 13, 2025 from Constellation NewEnergy, Inc.; Direct Energy Business, LLC; Great American Gas and Electric, LLC; NRG Business Marketing LLC; Sprague Operating Resources, LLC; and WGL Energy Services, Inc.; and

**WHEREAS**, after review of the qualifications submitted, the Purchasing Agent is recommending to qualify the following NJBPU licensed third-party electric and/or natural gas suppliers to provide electricity and natural gas supply services to participating members of PCERCPS ID #203PCERCPS for calendar year 2026: Constellation NewEnergy, Inc.; Direct Energy Business, LLC; Great American Gas and Electric, LLC; NRG Business Marketing LLC; Sprague Operating Resources, LLC; and WGL Energy Services, Inc.; and

**WHEREAS**, this matter was discussed at the November 26, 2025 Administration and Finance Committee meeting, and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), the Board of County Commissioners of the County of Passaic qualifies the following New Jersey Board of Public Utilities licensed third-party electric and/or natural gas suppliers to provide electricity and natural gas supply services to participating members of the Passaic County Energy Regional Cooperative Pricing System ID #203PCERCPS for calendar year 2026, in accordance with the

vendors' responses to RFQ-26-050:

1. Constellation NewEnergy, Inc.
2. Direct Energy Business, LLC
3. Great American Gas and Electric, LLC
4. NRG Business Marketing LLC
5. Sprague Operating Resources, LLC
6. WGL Energy Services, Inc.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, County Administrator, Purchasing Agent and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

NB

December 9, 2025

### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

- A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

<p><u><i>Amanda Stewart</i></u>      <i>SAB/gsl 11/7/25</i></p> <p>Signature of Vendor's Authorized Representative</p> <p><u>Amanda Stewart - VP, Retail Operations</u></p> <p>Print Name and Title of Vendor's Authorized Representative</p> <p><u>Constellation NewEnergy, Inc.</u></p> <p>Vendor's Name (i.e. Company Name)</p> <p><u>1310 Point Street, 8th Floor</u></p> <p>Vendor's Address (Street Address)</p> <p><u>Baltimore, MD 21231</u></p> <p>Vendor's Address (City/State/Zip Code)</p>	<p><b>(Attach Additional Sheets if Necessary.)</b></p> <p><u>11/11/2025</u></p> <p>Date</p> <p><u>95-4714890</u></p> <p>Vendor's FEIN, EIN, or FTIN</p> <p><u>609-351-9876</u></p> <p>Vendor's Phone Number</p> <p><u>N/A</u></p> <p>Vendor's Fax Number</p> <p><u>shaun.bodrog@constellation.com</u></p> <p>Vendor's Email Address</p>
--	---

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

- A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR  B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
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Stephen E. Girard  
Signature of Vendor's Authorized Representative

Stephen E. Girard, VP, East Sales  
Print Name and Title of Vendor's Authorized Representative

Direct Energy Business, LLC  
Vendor's Name (i.e. Company Name)

910 Louisiana Street  
Vendor's Address (Street Address)

Houston, TX 77002  
Vendor's Address (City/State/Zip Code)

**(Attach Additional Sheets if Necessary.)**

11/12/2025  
Date

25-1821047  
Vendor's FEIN, EIN, or FTIN

732.781.0462  
Vendor's Phone Number

N/A  
Vendor's Fax Number

ruby.murray@nrg.com  
Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

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#### CERTIFICATION

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(Check the Appropriate Box)

OR

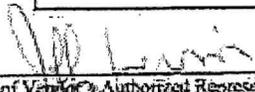
A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

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(Attach Additional Sheets if Necessary.)

  
 \_\_\_\_\_  
 Signature of Vendor's Authorized Representative  
 Jeffrey Levin, CEO  
 \_\_\_\_\_  
 Print Name and Title of Vendor's Authorized Representative  
 Great American Gas & Electric, LLC  
 \_\_\_\_\_  
 Vendor's Name (i.e. Company Name)  
 550 Mamaroneck Ave, Suite 305 A  
 \_\_\_\_\_  
 Vendor's Address (Street Address)  
 Harrison, NY 10528  
 \_\_\_\_\_  
 Vendor's Address (City/State/Zip Code)

11/10/2025  
 \_\_\_\_\_  
 Date  
 83-4439191  
 \_\_\_\_\_  
 Vendor's FEIN, EIN, or FIDN  
 866-269-9393  
 \_\_\_\_\_  
 Vendor's Phone Number  
 \_\_\_\_\_  
 Vendor's Fax Number  
 Jeff@ga-ge.com  
 \_\_\_\_\_  
 Vendor's Email Address

#### Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 2621(c)(3); or (3) Any parent, successor, submit, direct or indirect subsidiary, or any entity under common ownership or control with any entity described in paragraph (1) or (2)

### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

- A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

*Stephen E. Girard*

Signature of Vendor's Authorized Representative

Stephen E. Girard, VP, East Sales

Print Name and Title of Vendor's Authorized Representative

NRG Business Marketing LLC

Vendor's Name (i.e. Company Name)

910 Louisiana Street

Vendor's Address (Street Address)

Houston, TX 77002

Vendor's Address (City/State/Zip Code)

**(Attach Additional Sheets if Necessary.)**  
11/12/2025

Date

80-0909818

Vendor's FEIN, EIN, or FTIN

732.781.0462

Vendor's Phone Number

N/A

Vendor's Fax Number

ruby.murray@nrg.com

Vendor's Email Address

#### Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

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*(Check the Appropriate Box)*

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**(Attach Additional Sheets if Necessary.)**

  
 \_\_\_\_\_  
 Signature of Vendor's Authorized Representative  
 Karl Schmidt - Co- President  
 \_\_\_\_\_  
 Print Name and Title of Vendor's Authorized Representative  
 Sprague Operating Resources LLC  
 \_\_\_\_\_  
 Vendor's Name (i.e. Company Name)  
 185 International Drive  
 \_\_\_\_\_  
 Vendor's Address (Street Address)  
 Portsmouth, NH 03801  
 \_\_\_\_\_  
 Vendor's Address (City/State/Zip Code)

11-12-25  
 \_\_\_\_\_  
 Date  
 02-0415440  
 \_\_\_\_\_  
 Vendor's FEIN, EIN, or FTIN  
 (603) 431-1000  
 \_\_\_\_\_  
 Vendor's Phone Number  
 N/A  
 \_\_\_\_\_  
 Vendor's Fax Number  
 ContractAdministration@spragueenergy.com  
 \_\_\_\_\_  
 Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(e)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(e)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

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#### CERTIFICATION

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*(Check the Appropriate Box)*

OR

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

**(Attach Additional Sheets if Necessary.)**

  
 \_\_\_\_\_  
 Signature of Vendor's Authorized Representative  
 Megan Sparks, Vice President of Growth  
 \_\_\_\_\_  
 Print Name and Title of Vendor's Authorized Representative  
 WGL Energy Services, Inc.  
 \_\_\_\_\_  
 Vendor's Name (i.e. Company Name)  
 309 Fellowship Road, Suite 200  
 \_\_\_\_\_  
 Vendor's Address (Street Address)  
 Mount Laurel, NJ 08054  
 \_\_\_\_\_  
 Vendor's Address (City/State/Zip Code)

11/5/2025  
 \_\_\_\_\_  
 Date  
 52-1542887  
 \_\_\_\_\_  
 Vendor's FEIN, EIN, or FTIN  
 856-372-3046  
 \_\_\_\_\_  
 Vendor's Phone Number  
 703-287-9403  
 \_\_\_\_\_  
 Vendor's Fax Number  
 Lynn.Porrizzo@wglenergy.com  
 \_\_\_\_\_  
 Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING HOLD HARMLESS AGREEMENTS WITH VARIOUS  
 NON-PROFIT ORGANIZATION, PURSUANT TO N.J.S.A. 40:20-1

THIS RESOLUTION WAS REQUESTED BY:  
 PURCHASING

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	5.
CAF#	
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

**RESOLUTION AUTHORIZING HOLD HARMLESS AGREEMENTS WITH VARIOUS NON-PROFIT ORGANIZATION, PURSUANT TO N.J.S.A. 40:20-1**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, the County is in possession of surplus clothing items and other personal property of de minimus value no longer needed for public use, which the County wishes to donate to various local non-profit organizations through coordination with the County’s Department of Human Services, for distribution to shelters and individuals in need; and

**WHEREAS**, in order to facilitate this arrangement and protect itself from potential liability, the County wishes to enter into hold harmless agreements with these non-profit organizations concerning the donated items, in a form substantially similar to the agreement attached hereto and made and part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 26, 2025 meeting of the Health and Human Services Committee and being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic hereby authorizes the execution of hold harmless agreements with Advance Housing, Inc.; Bring Hope A NJ Nonprofit Corporation; Center for Family Resources, Inc. dba Highlands Family Success Center; CURA, Inc.; HS&H Outreach Services A NJ Nonprofit Corporation; Mental Health Association in Passaic County, Inc.; NewBridge Services, Inc.; and Oasis - A Haven for Women & Children Inc., in a form substantially similar to the agreement attached hereto and made and part of this Resolution.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, Executive Director of the Department, and Director of the Board are authorized to take any other action necessary to carry out the purpose of this Resolution.

NB

December 9, 2025

## HOLD HARMLESS AGREEMENT

**THIS HOLD HARMLESS AGREEMENT** (hereafter "Agreement") is made on this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_\_\_, by and between [INSERT NAME OF ENTITY 1] (hereafter "\_\_\_\_") with its principal place of business at [INSERT ADDRESS OF ENTITY 1] and the County of Passaic (hereafter "County"), with its principal place of business at 401 Grand Street, Paterson, New Jersey 07505; and

**WHEREAS**, [INSERT NAME OF ENTITY 1] and the County has agreed to donate new items, including but not limited to pants, shirts, undergarments, sandals, sheets, pillows, and other unused items from the jail inventory, which are no longer needed for institutional use; and

**WHEREAS**, these items are being provided to [INSERT NAME OF ENTITY 1], through coordination with the County's Department of Human Services, for distribution to shelters and individuals in need;

**WHEREAS**, in consideration of the donation of said items, the [INSERT NAME OF ENTITY 1] hereby agrees to accept the donated goods "as is" and assumes all responsibility for their use, distribution, and any consequences arising therefrom; and

**NOW, THEREFORE, LET IT BE RESOLVED**, that [INSERT NAME OF ENTITY 1] shall hold harmless the County pursuant to the following terms and conditions:

1. **Hold Harmless.** [INSERT NAME OF ENTITY 1] shall fully defend, indemnify and hold harmless the County from any and all claims, lawsuits, demands, causes of action, liability, loss, damage and/or injury of any kind including all claims for monetary loss, property damage, equitable relief, personal injury and/or wrongful death whether brought by an individual or other entity or imposed by a court of law or by an administrative action of any federal, state or local government body or agency arising out of any acts or omissions, negligence or willful misconduct on the part of the County, its officers, employees, agents, contractors, invitees or volunteers. This indemnification applies to and includes without limitation, the payment of all penalties, fines, judgments, awards, decrees, attorneys' fees and related costs or expenses and any reimbursements to the County for all legal fees, expenses and costs incurred by it.
2. **Authority to Enter Agreement.** Each party warrants that the individuals who have signed this Agreement have the actual legal power, right and authority to make this Agreement to bind their respective Party.
3. **Amendment; Modification.** No supplement, modification or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

4. **Waiver**. No waiver of any fault shall constitute a waiver of any default or breach whether of the same or other covenant or condition. No waiver, benefit, privilege or service voluntarily given or performed by a Party shall give the other Party any contractual right by custom, estoppel or otherwise.
5. **Attorneys' Fees and Costs**. If any legal action or other proceeding is brought in connection with this Agreement, the successful or prevailing Party, if any shall be entitled to recover reasonable attorneys' fees and other related costs, in addition to any other relief to which that Party is entitled. If it is the subject of dispute, the court or trier of fact who presides over such legal action or proceeding is empowered to determine which Party, if any, is the prevailing party in accordance with this provision.
6. **Enforceability, Severability and Reformation**. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If any court of competent jurisdiction finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable then such provision shall be deemed to be written, construed and enforced as so limited. The intent of the parties is to provide as broad indemnification as possible under New Jersey State law.
7. **Applicable Law**. This Agreement shall be governed exclusively by the laws of the State of New Jersey, without regard to conflict of law provisions.
8. **Exclusive Venue and Jurisdiction**. Any lawsuit or legal proceeding arising out of or relating to this Agreement shall be exclusively brought and litigated in the federal and/or state courts of the State of New Jersey. Each Party expressly consents and submits to this exclusive jurisdiction and exclusive venue. Each Party expressly waives the right to challenge this jurisdiction and/or venue as improper or inconvenient. Each Party consents to the dismissal of any lawsuit they may bring in any other jurisdiction or venue.

COUNTY OF PASSAIC

[INSERT NAME OF ENTITY 1]

---

Nadege D. Allwaters, Esq.  
Passaic County Counsel

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[Name]  
[Title]

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
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**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN INCREASE IN APPROPRIATION FOR THE PURCHASE OF A FIRMWARE LICENSE, EXTENDED WARRANTY, AND MAINTENANANCE FOR EXPRESSVOTE XL FROM ELECTION SYSTEMS & SOFTWARE, LLC FOR THE PASSAIC COUNTY SUPERINTENDENT OF ELECTIONS, PURSUANT TO N.J.S.A. 40A:11-5(l)

THIS RESOLUTION WAS REQUESTED BY:  
 PURCHASING

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REVIEWED BY:

---

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

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Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	6.
CAF#	5-01-22-141-001-E01
Purchase Req. #	
Result	

Administration and Finance

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COMMITTEE NAME

**RESOLUTION AUTHORIZING AN INCREASE IN APPROPRIATION FOR THE PURCHASE OF A FIRMWARE LICENSE, EXTENDED WARRANTY, AND MAINTENANCE FOR EXPRESSVOTE XL FROM ELECTION SYSTEMS & SOFTWARE, LLC FOR THE PASSAIC COUNTY SUPERINTENDENT OF ELECTIONS, PURSUANT TO N.J.S.A. 40A:11-5(l)**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, the Office of the Superintendent of Elections (“Superintendent”) is responsible for the supervision of all elections in the County, the custody and maintenance of voter records, voter registration, and the custody and maintenance of voting machines; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5(1)(l), any contract the amount of which exceeds the bid threshold, may be negotiated and awarded by the Board without public advertising for bids and bidding thereof and shall be awarded by resolution of the Board if it is for goods and services required to conduct an election; and

**WHEREAS**, on November 18, 2024, the Board passed Resolution No. R-24-982, authorizing the purchase of a firmware license, extended warranty, and biennial maintenance for ExpressVote XL from Election Systems & Software, LLC, for a period beginning on December 1, 2024 and ending on November 30, 2025, and for a total amount not to exceed one hundred seventy-eight thousand eight hundred dollars (\$178,800.00); and

**WHEREAS**, the Superintendent is requesting an additional appropriation, not to exceed nine thousand two hundred sixty dollars and seventy-nine cents (\$9,260.79), to Election Systems & Software, LLC for the purchase of a firmware license, extended warranty, and biennial maintenance for ExpressVote XL for a period beginning on December 1, 2025 and ending on December 31, 2025, for a new total not to exceed one hundred eighty-eight thousand sixty dollars and seventy-nine cents (\$188,060.79); and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., Election Systems & Software, LLC executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying the vendor is not involved in prohibited activities in Russia and Belarus, and the County confirmed Election Systems & Software, LLC is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, funds are available in Account No. 5-01-22-141-001-E01, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of the funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent County budget(s), which is attached hereto and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 26, 2025 Administration & Finance Committee meeting, and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5(1)(l), the Board of County Commissioners of the County of Passaic authorizes an additional appropriation, not to exceed nine thousand two hundred sixty dollars and seventy-nine cents (\$9,260.79), to Election Systems & Software, LLC for the purchase of a firmware license, extended warranty, and biennial maintenance for ExpressVote XL for a period beginning on December 1, 2025 and ending on December 31, 2025, for a new total not to exceed one hundred eighty-eight thousand sixty dollars and seventy-nine cents (\$188,060.79).

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract awarded to Election Systems & Software, LLC, and maintain a copy of this Resolution on file and available for

public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, Superintendent of Elections, Purchasing Agent, and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

NB

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$9,260.79

APPROPRIATION: 5-01-22-141-001-E01

PURPOSE: Authorize increase in award to Election Systems & Software, LLC for the purchase of a firmware license, extended warranty, and biennial maintenance for ExpressVote XL.

  
Richard Cahill, Director of Finance

DATED: December 9, 2025

County of Passaic  
Board of County Commissioners

**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

**CONTRACT/BID SOLICITATION TITLE** Information Technology Support and Maintenance Services Related to Elections in the County of Passaic  
**CONTRACT/BID SOLICITATION No.** R-25-406

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

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**(Attach Additional Sheets if Necessary.)**

  
\_\_\_\_\_  
Signature of Vendor's Authorized Representative

Jared Plath, VP of Finance  
\_\_\_\_\_  
Print Name and Title of Vendor's Authorized Representative

Election Systems & Software, LLC  
\_\_\_\_\_  
Vendor's Name

11208 John Galt Blvd.  
\_\_\_\_\_  
Vendor's Address (Street Address)

Omaha, NE 68137  
\_\_\_\_\_  
Vendor's Address (City/State/Zip Code)

11/20/2025  
\_\_\_\_\_  
Date

47-0617567  
\_\_\_\_\_  
Vendor's FEIN,EIN or FTIN

(402) 970-1100  
\_\_\_\_\_  
Vendor's Phone Number

\_\_\_\_\_  
Vendor's Fax Number  
legal@essvote.com  
\_\_\_\_\_  
Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
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 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

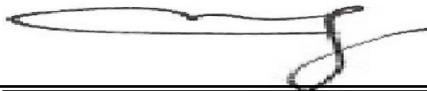
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE SETTLEMENT OF LITIGATION ENTITLED HAROLD HENION V. COUNTY OF PASSAIC, CLAIM PETITION #2013-23290, PENDING IN THE NEW JERSEY DIVISION OF WORKERS' COMPENSATION, PURSUANT TO N.J.S.A. 40A:5-17(a)

THIS RESOLUTION WAS REQUESTED BY:  
 INSURANCE COMMISSION

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	7.
CAF#	
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE SETTLEMENT OF LITIGATION ENTITLED HAROLD HENION V. COUNTY OF PASSAIC, CLAIM PETITION #2013-23290, PENDING IN THE NEW JERSEY DIVISION OF WORKERS' COMPENSATION, PURSUANT TO N.J.S.A. 40A:5-17(a)**

**WHEREAS**, the County of Passaic ("County") is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic ("Board") is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:5-17(a), the Board shall approve or disapprove all claims, including the approval of settlement agreements in which the County is a named party; and

**WHEREAS**, the County is the respondent in Harold Henion v. County of Passaic, Claim Petition #2013-23290, pending in the New Jersey Division of Workers' Compensation; and

**WHEREAS**, the County's outside legal counsel for workers' compensation matters and third party administrator of general liability and workers' compensation claims are recommending a settlement in this matter, in an amount not to exceed ninety-nine thousand two hundred ninety-five dollars and ninety-four cents (\$99,295.94); and

**WHEREAS**, funds are available in any account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent County budget(s), which is attached hereto and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 26, 2025 Insurance Commission meeting, and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:5-17(a), the Board of County Commissioners of the County of Passaic authorizes the settlement of Harold Henion v. County of Passaic, Claim Petition #2013-23290, pending in the New Jersey Division of Workers' Compensation, in an amount not to exceed ninety-nine thousand two hundred ninety-five dollars and ninety-four cents (\$99,295.94).

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, County Administrator, Chief Financial Officer, and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

NB

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$99,295.94

APPROPRIATION: T-18-56-850-000-801

PURPOSE: Authorize the settlement Harold Henion v. County of Passaic, Claim Petition #2013-23290, pending in the New Jersey Division of Workers' Compensation.



---

Richard Cahill, Director of Finance

DATED: December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
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 Rodney De Vore  
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**401 Grand Street**  
**Paterson, New Jersey 07505**  
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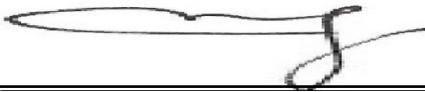
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION APPROVING A PROPERTY AND BOILER & MACHINERY INSURANCE  
 COVERAGE POLICY FROM THE TRAVELERS INDEMNITY COMPANY FOR THE COUNTY  
 OF PASSAIC FOR CALENDAR YEAR 2026, PURSUANT TO N.J.S.A. 40A:11-5(M)

THIS RESOLUTION WAS REQUESTED BY:  
 INSURANCE COMMISSION

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	8.
CAF#	6-01-20-120-005-I01
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

**RESOLUTION APPROVING A PROPERTY AND BOILER & MACHINERY INSURANCE COVERAGE POLICY FROM THE TRAVELERS INDEMNITY COMPANY FOR THE COUNTY OF PASSAIC FOR CALENDAR YEAR 2026, PURSUANT TO N.J.S.A. 40A:11-5(M)**

WHEREAS, the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

WHEREAS, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5(m), any contract the amount of which exceeds the bid threshold may be negotiated and awarded by the Board without public advertising of bids and bidding thereof, if it is for insurance, including the purchase of insurance coverage and consultant services; and

WHEREAS, the Board approved Resolution No. R-24-242 on March 26, 2024, retaining Foundation Risk Partners, Corp. d/b/a Fairview Insurance Agency Associates (“Fairview”) for insurance consulting services, as well as serving as the insurance broker for the County and remitting payment to insurance agencies for insurance coverage purchased by the County; and

WHEREAS, Travelers Indemnity Company provided a quote for property and boiler & machinery insurance coverage for the County for a premium amount of seven hundred eighty-four thousand eight hundred and forty-eight dollars (\$784,848.00) for the period beginning January 1, 2026 and expiring January 1, 2027, which is being recommended for approval by Fairview after solicitation of competitive quotes; and

WHEREAS, pursuant to N.J.S.A. 19:34-32, no insurance corporation or association doing business in this state shall, directly or indirectly, pay or use, or offer, consent or agree to pay or use, any money or property for or in aid of any political party, committee, organization or corporation, or for or in aid of any candidate for political office, or for nomination for such office, or for any political purpose whatsoever, or for the reimbursement or indemnification of any person for money or property so used; and

WHEREAS, funds are available in Account No. 6-01-20-120-005-I01 or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2026 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

WHEREAS, this matter was discussed at the November 26, 2025 Insurance Commission meeting and is being recommended to the Board approval.

NOW, THEREFORE, LET IT BE RESOLVED pursuant to N.J.S.A. 40A:11-5(m) that the Board of County Commissioners of the County of Passaic authorizes the purchase of property and boiler & machinery insurance from Travelers Indemnity Company for a premium amount of seven hundred eighty-four thousand eight hundred and forty-eight dollars (\$784,848.00) for the period beginning January 1, 2026 and expiring January 1, 2027.

LET IT BE FURTHER RESOLVED that the Chief Financial Officer is authorized to remit payment to Foundation Risk Partners, Corp. d/b/a Fairview Insurance Agency Associates to remit payment to Travelers Indemnity Company for the insurance coverage being purchased herein for the County.

LET IT BE FURTHER RESOLVED the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract to Travelers Indemnity Company and maintain a copy of the resolution on file and available for public inspection in the Office of the Clerk to the Board.

LET IT BE FURTHER RESOLVED that the Clerk of the Board, Chief Financial Officer, County Administrator, and County Counsel are authorized to take any other steps necessary to carry out the purpose of this resolution.



CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$784,848.00

APPROPRIATION: \*Contingent upon availability of funds in 2026 adopted budget

PURPOSE: Authorize the purchase of property and boiler & machinery insurance from Travelers Indemnity Company.



Richard Cahill, Director of Finance

DATED: December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
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**401 Grand Street**  
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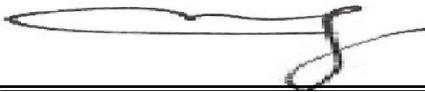
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION REAPPOINTING RICHARD P. CAHILL AS CHIEF FINANCIAL OFFICER FOR THE COUNTY OF PASSAIC FOR A THREE (3) YEAR TERM, COMMENCING JANUARY 1, 2026 AND EXPIRING DECEMBER 31, 2028, PURSUANT TO N.J.S.A. 40A:9-28.4

THIS RESOLUTION WAS REQUESTED BY:  
 ADMINISTRATION

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	9.
CAF#	
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

**RESOLUTION REAPPOINTING RICHARD P. CAHILL AS CHIEF FINANCIAL OFFICER FOR THE COUNTY OF PASSAIC FOR A THREE (3) YEAR TERM, COMMENCING JANUARY 1, 2026 AND EXPIRING DECEMBER 31, 2028, PURSUANT TO N.J.S.A. 40A:9-28.4**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:9-28.4(a), the Board shall appoint a Chief Financial Officer for a three (3) year term, which term shall run from January 1st of the year in which the appointment is made; and

**WHEREAS**, pursuant to N.J.S.A. 40A:9-28.4(c), all persons so appointed after July 1, 1996 are required to hold a county finance officer certificate issued in accordance with applicable law; and

**WHEREAS**, pursuant to N.J.S.A. 40A:9-28.4(d), on July 16, 2013, the Board passed Resolution No. R2013472, designating Richard P. Cahill as temporary Chief Financial Officer for a one (1) year term; and

**WHEREAS**, on March 25, 2014, the Board passed Resolution No. R20140206, appointing Richard P. Cahill as the County’s Chief Financial Officer until December 31, 2016; and

**WHEREAS**, on December 13, 2016, the Board passed Resolution No. R20160990, reappointing Richard P. Cahill as Chief Financial Officer for a three (3) year term, beginning January 1, 2017 and expiring December 31, 2019; and

**WHEREAS**, on December 10, 2019, the Board passed Resolution No. R20191103, reappointing Richard P. Cahill as Chief Financial Officer for a three (3) year term, commencing January 1, 2020 and expiring December 31, 2022; and

**WHEREAS**, on December 27, 2022, the Board passed Resolution No. R-22-1200, reappointing Richard P. Cahill as Chief Financial Officer for a three (3) year term, commencing January 1, 2023 and expiring December 31, 2025; and

**WHEREAS**, Richard P. Cahill successfully completed the prescribed courses and holds the prerequisite County finance officer certificate, issued in accordance with applicable law; and

**WHEREAS**, the Passaic County Administrator is recommending reappointment of Richard P. Cahill as the County’s Chief Financial Officer for a three (3) year term, effective January 1, 2026 until December 31, 2028; and

**WHEREAS**, this matter was discussed by the Administration and Finance Committee and is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:9-28.4(a), the Board of County Commissioners of the County of Passaic reappoints Richard P. Cahill as Chief Financial Officer for the County of Passaic for a three (3) year term, commencing January 1, 2026 and expiring December 31, 2028.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF PASSAIC, PASSAIC VALLEY WATER COMISSION, NATIONAL PARK SERVICE, NEW JERSEY STATE HISTORIC PRESERVATION OFFICE, CITY OF PATERSON, HAMILTON PARTNERSHIP OF PATERSON, AND NEW JERSEY COMMUNITY DEVELOPMENT CORPORATION, PURSUANT TO N.J.S.A. 40:20-1

THIS RESOLUTION WAS REQUESTED BY:  
 ADMINISTRATION

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REVIEWED BY:

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Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

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Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	10.
CAF#	
Purchase Req. #	
Result	

Administration and Finance

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COMMITTEE NAME

**RESOLUTION AUTHORIZING MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF PASSAIC, PASSAIC VALLEY WATER COMISSION, NATIONAL PARK SERVICE, NEW JERSEY STATE HISTORIC PRESERVATION OFFICE, CITY OF PATERSON, HAMILTON PARTNERSHIP OF PATERSON, AND NEW JERSEY COMMUNITY DEVELOPMENT CORPORATION, PURSUANT TO N.J.S.A. 40:20-1**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, the Passaic Valley Water Commission (“PVWC”), the United States Environmental Protection Agency, the National Park Service (“NPS”), the New Jersey State Historic Preservation Office (“NJSHPO”), the Advisory Council on Historic Preservation, the City of Paterson, and the New Jersey Development of Environmental Protection entered into a memorandum of agreement on July 2, 202, pursuant to which the PVWC agreed to deposit \$2 million into an escrow account for capital rehabilitation projects on the historic Raceway System in Paterson (“Escrow Funds”); and

**WHEREAS**, the County, PVWC, NPS, NJSHPO, City of Paterson, Hamilton Partnership of Paterson, and New Jersey Community Development Corporation (collectively, “Parties”) have agreed to enter into a Memorandum of Understanding, attached hereto and made a part of this Resolution, which will create an organizational partnership between the Parties and additional appropriate entities identified through further consultation, governing the distribution and management of the Escrow Funds; and

**WHEREAS**, this matter was discussed at the November 26, 2025 Health & Human Services Committee meeting, and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic hereby authorizes the attached Memorandum of Understanding between the County, PVWC, NPS, NJSHPO, City of Paterson, Hamilton Partnership of Paterson, and New Jersey Community Development Corporation governing the distribution and management of the Escrow Funds for capital rehabilitation projects on the historic Raceway System in Paterson.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, County Administrator, and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

NB

December 9, 2025

## MEMORANDUM OF UNDERSTANDING

WHEREAS, a certain Memorandum of Agreement (the “MOA”) was entered into, effective July 2, 2020, under the authority of the National Historic Preservation Act (54 U.S.C. § 300101 *et seq.*), between the Passaic Valley Water Commission (“PVWC”), the United States Environmental Protection Agency, the National Park Service (“NPS”), the New Jersey State Historic Preservation Office (NJSHPO), the Advisory Council on Historic Preservation, the City of Paterson, and the New Jersey Department of Environmental Protection (NJDEP) to resolve the effects of undertaking the PVWC’s Stanley M. Levine Reservoir Water Storage Improvement Project (the “Project”), and;

WHEREAS, pursuant to Stipulation V of the MOA the PVWC is to deposit \$2 million into an escrow account (“Escrow Funds”) for capital rehabilitation projects on the Raceway System and to draft a Memorandum of Understanding (“MOU”) that will create an organizational partnership between the NJSHPO, PVWC, NPS, the City of Paterson, the Hamilton Partnership of Paterson, the New Jersey Community Development Corporation, and additional appropriate entities identified through consultation, to govern the distribution and management of the Escrow Funds;

NOW, THEREFORE, the undersigned (the “Parties”) agree that this MOU shall govern the Escrow Funds as follows:

1. The County of Passaic, a political subdivision of the State of New Jersey, shall be added as an additional appropriate entity to this MOU.
2. The County of Passaic, concurrent with this MOU, shall establish a Raceway Redevelopment Corporation (“RRC”), a non-profit political subdivision created by concurrent resolutions of the Board of Passaic County Commissioners and Paterson City Council, the governing body of which shall include representatives of signatories to this MOU, and additional appropriate entities set forth in the concurrent resolutions.
3. Within 30 days after receiving all local, county, state and federal permits for the Project, following execution of this MOU by all Parties and the establishment of the RRC, the PVWC shall deposit \$2 million into an account held and managed by the RRC (the “Raceway Fund”), which will be disbursed pursuant to this MOU.
4. Upon transfer of the Escrow Funds to the RRC, the PVWC shall be deemed to have satisfied all its obligations pursuant to Stipulation V of the MOA and shall have no further obligation to deposit any additional monies or take any other action pursuant to this MOU.
5. Per the MOA, the Raceway Fund may be used solely and exclusively for:
  - a. Capital rehabilitation projects on the historic raceway system; and/or
  - b. As a match for future grant applications for capital rehabilitation projects on the raceway system.

6. The Parties agree that the RRC shall disburse Escrow Funds to match existing NPS funds made available for capital rehabilitation projects on the raceway system, namely the rehabilitation of the SUM Raceway Gatehouse and Upper Raceway Park.

7. The Parties agree that any balance to the Escrow Funds remaining after the distribution of funds pursuant to #6, shall be disbursed by the RRC for the purpose of completing the requisite archeology, design and engineering documents to rewater the Raceway System.

8. Upon disbursement of the entire Raceway Fund, the account shall be closed and this MOU shall expire.

**UNDERSTOOD AND AGREED.**

PASSAIC VALLEY WATER COMMISSION

By: \_\_\_\_\_

DATED:

NATIONAL PARK SERVICE,  
INTERIOR REGION 1,  
NORTH ATLANTIC-APPALACHIAN

By: \_\_\_\_\_

DATED:

NEW JERSEY STATE HISTORIC  
PRESERVATION OFFICE

By: \_\_\_\_\_

DATED:

COUNTY OF PASSAIC

By: \_\_\_\_\_

DATED:

CITY OF PATERSON

By: \_\_\_\_\_

DATED:

HAMILTON PARTNERSHIP OF  
PATERSON

By: \_\_\_\_\_

DATED:

NEW JERSEY COMMUNITY  
DEVELOPMENT CORPORATION

By: \_\_\_\_\_

DATED:

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
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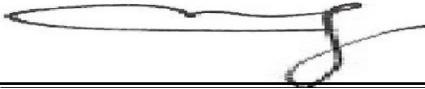
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING A ONE-YEAR LEASE AGREEMENT BY AND BETWEEN THE COUNTY OF PASSAIC AND FR. JAMES MOSS FOR PREMISES LOCATED AT PREAKNESS HEALTHCARE CENTER, PURSUANT TO N.J.S.A. 40:20-1

THIS RESOLUTION WAS REQUESTED BY:  
 ADMINISTRATION

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	11.
CAF#	
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

**RESOLUTION AUTHORIZING A ONE-YEAR LEASE AGREEMENT BY AND BETWEEN THE COUNTY OF PASSAIC AND FR. JAMES MOSS FOR PREMISES LOCATED AT PREAKNESS HEALTHCARE CENTER, PURSUANT TO N.J.S.A. 40:20-1**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, Preakness Healthcare Center (“Preakness”) is a New Jersey Department of Health licensed, 406-bed skilled nursing facility that is owned and operated by the Board and needs medical transportation for residents; and

**WHEREAS**, Fr. James Moss services as a volunteer Chaplain-in-Residence for religiously observant residents of Preakness; and

**WHEREAS**, the Executive Director of Preakness is recommending that the Board authorize the attached lease agreement with Fr. James Moss for the rental of one room at Preakness for a period of one year, commencing on December 15, 2025 and expiring on December 15, 2026, pursuant to the terms and conditions set forth in the lease agreement, which is made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 26, 2025 meeting of the Administration and Finance Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40:20-1 that the Board of County Commissioners of the County of Passaic authorizes a lease agreement with Fr. James Moss for the rental of one room at Preakness Healthcare Center for a period of one year, commencing on December 15, 2025 and expiring on December 15, 2026, pursuant to the terms and conditions as set forth in the lease agreement attached to and made part of this Resolution.

**LET IT BE FURTHER RESOLVED**, that the County Administrator, Chief Financial Officer, Executive Director of Preakness, County Counsel, Director of the Board, and are authorized to take all action necessary to carry out the purpose of this Resolution, including executing the lease agreement with Fr. James Moss.

NB

December 9, 2025

**LEASE AGREEMENT**

**THIS LEASE AGREEMENT** (hereafter “Agreement”) made this \_\_\_ day of \_\_\_\_\_, 2025 (hereafter “Effective Date”), by and between the County of Passaic, operator of Preakness Healthcare Center (hereafter “County” of “Preakness”), a corporate body politic of the State of New Jersey, with its principal offices located at 401 Grand Street, Paterson, New Jersey 07470, and Fr. James Moss (hereafter “Tenant”), an individual with an address soon to be at 305 Oldham Road, Wayne, New Jersey 07470 (collectively referred to throughout this Agreement as the “Parties”);

**WITNESSETH:**

**WHEREAS**, Preakness Healthcare Center is a New Jersey department of Health licensed, 406-bed skilled nursing facility that is owned and operated by the County; and

**WHEREAS**, Father James Moss, a retired priest of the Diocese of Paterson, has dutifully and faithfully volunteered for many years as a chaplain for religiously observant residents of Preakness; and

**WHEREAS**, Preakness and Fr. Moss desire to enter into a lease agreement, subject to the terms herein, whereby Fr. Moss serves as Chaplain-in-Residence for religiously observant residents of Preakness; and

**WHEREAS**, Preakness has available a certain room, known as Room 2-432A/B, which contains one bed, and all amenities standard with Preakness rooms (hereafter “Premises”); and

**WHEREAS**, on December 9, 2025, the Board of County Commissioners of the County of Passaic passed Resolution No. R-25-xxxx, authorizing a Lease Agreement between the Parties for a period commencing December 15, 2025 and terminating December 14, 2026.

**NOW THEREFORE**, in consideration of the mutual promises contained herein, the County and Tenant agree as follows:

1. **Incorporation of Recitals.** The recitals above are hereby incorporated herein by reference.
2. **Premises.** During the Term of the Lease, subject to the restrictions herein, Tenant shall have exclusive possession of the Premises.
3. **Section Headings.** The section headings are solely for reference purposes and neither limit or expand upon the language in each section of the Agreement.
4. **Term.** The Agreement shall commence on December 15, 2025, and expire on December 14, 2026. In the event the Term is not extended by the Parties before the end of the Term, the Term shall continue on a month-to-month basis, until such point either the County or Tenant elects to terminate the Agreement, which shall be subject to the terms of the New Jersey Anti-Eviction Act. Such notice of termination shall be effective on the first day of the month after thirty (30) days have passed. For clarification, if a Party to this Agreement sends notice to the other party of their intent to terminate the Agreement on March 15, such termination shall be effective May 1.

5. **Rent.** Tenant shall be assessed Rent in the amount of two thousand dollars (\$2,000.00) per month. Rent shall be due within five (5) days of the beginning of each calendar month. Rent shall be paid by Tenant to the County at the following address:

**Attn: Richard Cahill**  
**County of Passaic**  
**Finance Department**  
**Administration Building, Room 439**  
**401 Grand Street**  
**Paterson, NJ 07505**

Any Rent payment not made pursuant to this section is subject to a late charge of one percent (1%) of the amount due, such late charged being deemed Additional Rent.

6. **Landlord's Obligations.** Preakness shall provide to Tenant access to Preakness's cafeteria and Tenant shall be entitled to any and all meals therefrom, such service being included in the Rent. Preakness shall provide access to Tenant to the laundry room on the same floor as the Premises, and shall not be required to pay for laundry services. Preakness shall secure the Premises with a lock and key, and only Tenant, the Facilities Director of Preakness, the Nursing Supervisor, and the Executive Director of Preakness, shall have access to the Premises. During the Term, Preakness shall only access the Premises under express permission from Tenant, or if Tenant requires attention due to a life-threatening condition. Additionally, Preakness shall provide to Tenant a parking space at Preakness.
7. **Security Deposit.** Tenant is not required to submit to the County a Security Deposit under this Agreement.
8. **Quiet Enjoyment.** The County covenants that, provided Tenant pays the Rent and otherwise complies with all requirements herein, it shall do nothing to affect Tenant's right to peaceably and quietly have, hold, and enjoy the Premises during the Term of this Agreement.
9. **Utilities.** Landlord shall be responsible at its sole cost to supply the Premises with electricity, water, and hot water.
10. **Pets.** Tenant shall not be permitted to have any pets on the Premises during the Term, except for a pet bird that shall be caged within the Premises at all times. Tenant shall not be charged any additional pet fee.
11. **Non-Assignment and Sub-Letting.** Tenant shall not assign this Agreement or sublet or grant any license to use the premises or make any improvements on the premises without the prior written consent of the County. A consent by the County to one such assignment, subletting, or license shall not be deemed to be a consent to any subsequent assignment, subletting, or license. An assignment, subletting, or license without the prior written consent of the County or any assignment or subletting by operation of law shall be absolutely null and void and, at County's option, terminate this Agreement.
12. **Care of the Premises.** Tenant shall pay for all repairs, replacements, and damages cause by the act or neglect of the Tenant or Tenants guests. Landlord shall make any necessary repairs and replacements to the vital facilities serving the Premises, such as the heating, plumbing, and electrical systems, within a reasonable time after notice by the Tenant. The Landlord shall not be

liable for interruption of services or inconvenience resulting from delays in making repairs or replacements if due to circumstances beyond the Landlord's reasonable control.

13. **Damage to Premises.** Tenant shall be responsible for reimbursing the County for any damage caused by Tenant, such cost being deemed as Additional Rent.
14. **Surrender of Premises.** At the end of the Term, the Tenant shall (a) leave the Property clean, (b) remove all of the Tenant's property, (c) repair any damage including that caused by moving, and (d) vacate the Property and return it with all keys to the Landlord in the same condition as it was at the beginning of the Term, except for normal wear and tear.
15. **Inspection of Premises.** The County, Preakness, and agents of the County and Preakness shall have the right at all reasonable times during the term of this Agreement and any renewal thereof to enter the premises for the purpose of inspection.
16. **Attorneys' Fees and Costs.** Tenant hereby agrees to pay and discharge all reasonable costs, attorneys' fees, and expenses from the County's enforcement of any provision of this Agreement as Additional Rent due and owing under this Agreement.
17. **Binding Effect.** This Agreement shall bind and benefit the Parties hereto, their heirs, executors, administrators, successors, and assigns.
18. **Violation, Eviction, and Re-Entry.** Landlord reserves the right of re-entry. This means that if the Tenant violates the terms of this Lease, the Landlord may terminate this Lease and regain possession of the Premises. This is done by a court proceeding known as an eviction. A complaint is served upon the Tenant, and the Tenant must appear in court. The Landlord may also evict the Tenant for any other cause which is permitted by applicable law. When the eviction proceeding is concluded, the Landlord may regain possession of the Property.
19. **Governing Law.** This Agreement is being executed and is intended to be performed in the State of New Jersey and shall be governed in all respects by the laws of the State of New Jersey. Tenant agrees to comply with all government regulations.
20. **Severability/Waiver.** All agreements and covenants contained herein are severable, and in the event any of them shall be held to be invalid by any competent court, this Agreement shall be interpreted as if such invalid agreements or covenants were not contained herein. Should one or more covenants or conditions be waived by either party, such waiver shall not be deemed to waive or render unnecessary the consent or approval of the waiving party to or for any subsequent similar act by the other party.
21. **Entire Agreement.** This Agreement contains all the terms and conditions agreed upon by the Parties and supersedes all other negotiations, representations, and understandings of the Parties, oral or otherwise, regarding the subject matter.
22. **Amendments and Modifications.** This Agreement may be amended only by an instrument in writing signed by both Parties. Said written agreement will only become effective as of the date stipulated therein. Moreover, for the amendment to be valid and binding on the County, it must be accompanied by a resolution authorizing same.
23. **Notice.** Except as otherwise specified in this Agreement, all notices, reports, statements, requests, or authorizations required to be given hereunder shall be personally delivered or sent by first class

mail to the Parties at the following addresses, unless a party has been notified of a change of address:

To: County of Passaic  
401 Grand Street, Room 205  
Paterson, New Jersey 07505  
Attn: Office of the Administrator

To: Fr. James Moss  
305 Oldham Road  
Wayne, NJ 07470

24. **Authority.** By the signatures below, the Parties execute this Agreement and confirm that they are mutually bound by and fully authorized and empowered to enter and bind their organization by all provisions contained therein.

**IN WITNESS** of the foregoing provisions, the Parties have executed and delivered this Agreement as of the date set forth above:

**Attest:**

**COUNTY OF PASSAIC**

\_\_\_\_\_  
Louis E. Imhof  
Clerk, Board of County Commissioners

\_\_\_\_\_  
Pasquale Lepore  
Director, Board of County Commissioners

**As to form and legality:**

\_\_\_\_\_  
Nadege D. Allwaters, Esq.  
Passaic County Counsel

**Attest:**

**FR. JAMES MOSS**

\_\_\_\_\_  
*Witness*

\_\_\_\_\_  
Fr. James Moss  
Tenant

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

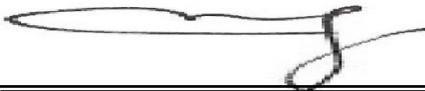
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN THE COUNTY OF PASSAIC AND THE BOROUGH OF WANAQUE FOR THE PROVISION OF HI-SPEED INTERNET SERVICES TO BOROUGH FACILITIES FOR A FIVE-YEAR TERM, PURSUANT TO N.J.S.A. 40A:65-1, ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 ADMINISTRATION

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	12.
CAF#	
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

**RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN THE COUNTY OF PASSAIC AND THE BOROUGH OF WANAQUE FOR THE PROVISION OF HI-SPEED INTERNET SERVICES TO BOROUGH FACILITIES FOR A FIVE-YEAR TERM, PURSUANT TO N.J.S.A. 40A:65-1, ET SEQ.**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq., authorizes the County to enter into an agreement with any other local unit or units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive within its own jurisdiction; and

**WHEREAS**, the County has constructed a private fiber-optic network, offering technology services that converge voice, data, and radio communications onto a single infrastructure reducing the overall cost of information technology, enabling the County to offer, among other services, hi-speed internet, wireless hot spots, and community web portals at a greatly reduced cost to participating municipalities; and

**WHEREAS**, the County and the Borough of Wanaque (“Borough”) have negotiated mutually agreeable terms for a shared services agreement under which the County shall provide hi-speed internet services to the Borough’s municipal building for a five-year term commencing on January 1, 2026 and expiring on December 31, 2030 (“Agreement”); and

**WHEREAS**, the County Administrator is recommending that the County enter into the Agreement, which is attached hereto and made a part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 26, 2025 Administration and Finance Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:65-1, et seq., that the Board of County Commissioners of the County of Passaic hereby authorizes the execution of a shared services agreement between the County of Passaic and the Borough of Wanaque, under which the County shall provide hi-speed internet services to the Borough’s municipal building for a five-year term commencing on January 1, 2026 and expiring on December 31, 2030, with the County to receive payment from the Borough in accordance with the Agreement.

**LET IT BE FURTHER RESOLVED**, that pursuant to N.J.S.A. 40A:65-(b) a copy of the Agreement shall be filed, for informational purposes, with the Division of Local Government Services.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Administrator, County Counsel, and Director of the Board are authorized to take any action necessary to carry out the purposes of this resolution.

NB

December 9, 2025

---

**SHARED SERVICES AGREEMENT**

*by and between the*

**COUNTY OF PASSAIC**

*and the*

**BOROUGH OF WANAQUE**

*for*

**HI-SPEED INTERNET SERVICES  
FROM THE PASSAIC COUNTY FIBER-OPTIC NETWORK**

---

**PREPARED BY:**

The Office of the Passaic County Counsel  
401 Grand Street, Room 214  
Paterson, New Jersey 07505  
Phone: (973) 881-4466  
Fax: (973) 881-4072

**THIS SHARED SERVICES AGREEMENT** (“Agreement”), made and entered into on this day \_\_\_\_\_ of \_\_\_\_\_, 2025, by and between the County of Passaic, a body politic and corporate of the State of New Jersey (“County”), with its principal offices located at 401 Grand Street, Room 214, Paterson, New Jersey 07505 and the Borough of Wanaque, a body politic and corporate of the State of New Jersey (“Borough”), with its principal offices located at 579 Ringwood Avenue, Wanaque, New Jersey 07465. The County of Passaic and the Borough of Wanaque shall be collectively referred to as the “Parties” throughout the Agreement.

### RECITALS

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq., allows for any local unit to enter into an agreement with any other local unit(s) to provide or receive any services that each local unit participating in the Agreement is empowered to provide or receive within its own jurisdiction, as set forth in N.J.S.A. 40A:65-4; and

**WHEREAS**, the County constructed a private fiber-optic network, offering technology services that converges voice data and radio communications onto a single infrastructure reducing the overall cost of information technology, allowing the County to offer, among other services, hi-speed internet, wireless hot spots, and community web portals at a greatly reduced cost than private providers, saving money for interested municipalities and boards of education in Passaic County; and

**WHEREAS**, the County has been awarded a Local Efficiency Achievement Program Implementation Grant by the New Jersey Department of Community Affairs, Division of Local Government Services, in the amount of two hundred thousand dollars (\$200,000.00), to support shared services agreements for the provision of fiber-optic internet service at municipal facilities within participating municipalities; and

**WHEREAS**, the County and Borough wish to enter into a shared services agreement for the Borough to purchase hi-speed internet from the County, saving money for the municipality and providing a more secure hi-speed internet service for its municipal operations; and

**WHEREAS**, pursuant to N.J.S.A. 40A:65-5, the County and the Borough each adopted resolutions authorizing entry into this Agreement, copies of which are annexed hereto and made part of this Agreement; and

**NOW, THEREFORE**, in consideration of the mutual terms set forth herein, the County and Borough agree as follows:

- I. **Incorporation of Recitals.** The recitals set forth above are incorporated herein by reference.
- II. **Term.** The term of this Agreement shall be five (5) years, commencing on January 1, 2026 and terminating on December 31, 2030, unless terminated sooner as provided in Article VIII of this Agreement.
- III. **Project Description.** The County shall provide hi-speed internet services, as set forth in Article IV of this Agreement, to the Borough’s municipal building located at 579 Ringwood Avenue, Wanaque, New Jersey 07465.

**IV. Provision of Services.** The County shall provide the following hi-speed internet services through its private fiber optic network to the Borough's facilities at 579 Ringwood Avenue, Wanaque, New Jersey 07465:

- a. One (1) GB potential upstream;
- b. One (1) GB potential downstream;
- c. Fifty (50) MBPS up/down guaranteed;
- d. Six (6) static IP address; and
- e. Associated County support as internet carrier in the event of troubleshooting needs or connectivity issues associated with the County's Fiber Network.

**V. Compensation.**

- a. The County shall perform the services as described herein for a yearly annual rate of six thousand dollars (\$6,000.00);
- b. The County will invoice the Borough for services described on a monthly basis, at a rate of five hundred dollars (\$500.00) per invoice;
- c. Payment shall be rendered to the County by the Borough within thirty (30) days of receiving an invoice from the County; and
- d. The Parties recognize that the County is making no direct payments to the Borough under this Agreement. Should the County terminate this Agreement without performing its obligations hereunder, the County shall have no liability to the Borough for damages, direct or consequential. The Borough shall receive a prorated credit if the early termination option is exercised, and be returned any monies paid for services that are no longer being rendered.

**VI. Dispute Resolution.**

- a. **Mandatory Mediation.** In the event of a dispute, whether technical or otherwise, the objecting Party must request Non-Binding Mediation and the non-objecting Party must participate in the mediation. The costs of such Non-Binding Mediation shall be borne equally by both Parties.
- b. **Procedure.** The Mediator shall be a retired Judge of the Superior Court of New Jersey or other professional mutually acceptable to the Parties and who has no current or on-going relationship to either Party. The Mediator shall have full discretion as to the conduct of the mediation. Each Party shall participate in the Mediator's program to resolve the dispute until and unless the Parties reach agreement with respect to the disputed matter or one Party determines in its sole discretion that its interests are not being served by the mediation.
- c. **Non-Binding Effect.** Mediation is intended to assist the Parties in resolving disputes over the correct interpretation of this Agreement. No Mediator shall be empowered to render a binding decision.

- d. **Judicial Proceedings.** Upon the conclusion of Mediation, either party may commence judicial legal proceedings in the appropriate division of the Superior Court of New Jersey venued in Passaic County.
- e. **Temporary Injunctive Relief.** Notwithstanding the foregoing, nothing herein shall prevent a Party from seeking temporary injunctive relief to prevent irreparable harm in the appropriate division of the Superior Court of New Jersey venued in Passaic County.
- VII. **Employment Reconciliation.** No employees are intended to be transferred or terminated by virtue of this Agreement.
- VIII. **Termination.** Either Party shall have the right to terminate this Agreement upon ninety (90) days' written notice served upon the other Party via certified mail (return receipt requested).
- IX. **Option to Extend.** The Borough shall retain one (1) option to extend this Agreement for an additional five (5) year term, from January 1, 2031 to December 31, 2035, which the Borough may exercise by providing written notice to the County via certified mail (return receipt requested) no later than November 1, 2030.
- X. **Compliance with Laws and Regulations.** The Borough and the County agree that each Party 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.
- XI. **Indemnification.** To the fullest extent allowable by the law, each Party to this Agreement, their successors, and assigns shall hold harmless, indemnify, defend, and release the other Party and their members, directors, officers, employees, agents, and contractors, successors and assigns from and against all suits, liabilities, penalties, costs, losses, damages, expenses or claims, including, without limitation, reasonable attorney's fees arising from or in any way connected with the other Party's performance, attempted performance, or failure to perform in connection with this Agreement or other activities as described in the Agreement, including, but not limited to, any injury to or the death of any person or any damage to any property resulting from any act, omission, condition, or otherwise related to this Agreement, regardless of cause, unless due to the negligence of any of the indemnified Parties.
- XII. **Insurance.** At all times during the term of this Agreement, the Borough shall maintain all necessary and appropriate insurance policies with respect to the services to be performed under this Agreement, shall name the County as an additional insured, and will deliver to the County a certificate of insurance prior to the commencement of services. The County shall further maintain appropriate insurance as to its own actions relative to this Agreement.
- XIII. **Assignment.** The County may not assign its rights or obligations under this Agreement without prior approval via resolution of the Borough Council.
- XIV. **Force Majeure.** If performance of any provision of this Agreement becomes impossible due to Force Majeure, the affected Party will be excused from performing such obligations until such time as the Force Majeure event has ended and all facilities and operations have been repaired and/or restored.

- XV. Severability.** If any of the provisions, terms or clauses of this Agreement are declared illegal, unenforceable, or ineffective by a court of competent jurisdictions, such provisions, terms and clauses shall be deemed severable, such that the other provisions, terms and clauses contained in this Agreement shall remain valid and binding on all Parties.
- XVI. Waiver.** No waiver of any fault shall constitute a waiver of any default or breach whether of the same or other covenant or condition. No waiver, benefit, privilege or service voluntarily given or performed by a Party shall give the other Party any contractual right by custom, estoppel or otherwise.
- XVII. Notice.** All notices, reports, statements, requests, or authorizations required to be given hereunder shall be personally delivered or sent by first class mail to the Parties at the following addresses, unless a Party has been notified of a change of address:
- To: County of Passaic  
Office of the County Administrator  
401 Grand Street, Room 205  
Paterson, NJ 07505  
Attn: Matthew P. Jordan, Esq., County Administrator
- To: Borough of Wanaque  
579 Ringwood Avenue  
Wanaque, New Jersey 07465  
Attn: Robert G. Hermansen, Borough Administrator
- XVIII. Governing Law.** This Agreement is being executed and is intended to be performed in the State of New Jersey and shall be governed in all respects by the laws of the State of New Jersey.
- XIX. Entire Agreement.** This Agreement contains all terms and conditions agreed upon by the Parties and supersedes all other negotiations, representations, and understandings of the Parties, oral or otherwise, regarding the subject matter of this Agreement.
- XX. Headings.** The Article and Section headings in this Agreement are included for reference only and are not intended to define or limit any scope of any provision of this Agreement.
- XXI. Amendments and Modifications.** This Agreement may be amended only by an instrument in writing signed by the Parties and effective as of the date stipulated therein. For any amendment to be valid and binding on the Parties, it must be accompanied by a resolution authorizing same.
- XXII. Agreement Filed with the New Jersey Division of Local Government Services.** Pursuant to N.J.S.A. 40A:65-4(b), the Borough shall file this Agreement, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, together with an estimate of the cost savings anticipated to be achieved by the Borough.
- XXIII. Authority.** By the signatures below, the Parties execute this Agreement and confirm they are mutually bound by and fully authorized and empowered to enter into and bind their organization by all provisions contained therein.

**IN WITNESS WHEREOF**, the Parties hereto have caused this Agreement to be signed by their proper and duly considered officials as of the date first written above.

**Attest:**

**COUNTY OF PASSAIC**

\_\_\_\_\_  
Louis E. Imhof III, Clerk  
Board of County Commissioners

\_\_\_\_\_  
Pasquale Lepore, Director  
Board of County Commissioners

**AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Nadege D. Allwaters, Esq.  
Passaic County Counsel

**Attest:**

**BOROUGH OF WANAQUE**

\_\_\_\_\_  
Leena Abaza, Municipal Clerk  
Borough of Wanaque

\_\_\_\_\_  
Daniel Mahler, Mayor  
Borough of Wanaque

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTIES OF BERGEN, HUDSON, AND PASSAIC FOR THE SHARED SERVICES OF A JOINT MEDICAL EXAMINER'S OFFICE

THIS RESOLUTION WAS REQUESTED BY:  
 ADMINISTRATION

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	13.
CAF#	
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

**RESOLUTION AUTHORIZING MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTIES OF BERGEN, HUDSON, AND PASSAIC FOR THE SHARED SERVICES OF A JOINT MEDICAL EXAMINER'S OFFICE**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 26:6B-9, each county is required to appoint a county medical examiner; and

**WHEREAS**, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1, et seq.) authorizes local units such as the County to enter into an agreement with any other local unit or units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive within its own jurisdiction; and

**WHEREAS**, the County is currently a party to a shared services agreement between the Office of the Chief State Medical Examiner (“OCSME”) and the Counties of Essex, Hudson, Passaic, and Somerset, authorized by the Board on November 16, 2020 in Resolution No. R20200946 (“OCSME Agreement”), pursuant to which OCSME established the Northern Regional Medical Examiner Office to provide county medical examiner services to the participating counties; and

**WHEREAS**, in order to ensure the timely receipt of cost-effective county medical examiner services, the County wishes to withdraw from the OCSME Agreement and enter into the attached Memorandum of Understanding, which obligates the Counties of Bergen, Hudson, and Passaic to enter into a new shared services agreement under which Bergen County will provide county medical examiner services to the Counties of Passaic and Hudson following their withdrawal from the OCSME Agreement; and

**WHEREAS**, this matter was discussed at the November 26, 2025 Health & Human Services Committee meeting, and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic hereby authorizes a Memorandum of Understanding between the Counties of Bergen, Hudson, and Passaic, attached to and made a part of this Resolution, which obligates the County to negotiate and enter into a new shared services agreement with the Counties of Bergen and Hudson, under which Bergen County will provide county medical examiner services to the Counties of Passaic and Hudson following their withdrawal from the current OCSME Agreement.

**LET IT BE FURTHER RESOLVED**, that the County shall provide notice to the OCSME of the County’s intent to withdraw from the OCSME Agreement, in accordance with the terms of such agreement.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, County Administrator, and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

NB

December 9, 2025

**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**COUNTY OF PASSAIC**

**AND**

**COUNTY OF BERGEN**

**AND**

**COUNTY OF HUDSON**

This Memorandum of Understanding ("MOU") is made and entered into between Passaic County ("Passaic"), whose address is 401 Grand Street, Paterson, New Jersey 07505, Bergen County ("Bergen"), whose address is One Bergen County Plaza, Hackensack, New Jersey 07601, and Hudson County ("Hudson"), whose address is 567 Pavonia Avenue, Jersey City, New Jersey 07306.

1. **PURPOSE.** The purpose of this MOU is to create an obligation of Passaic, Bergen, and Hudson to enter into a shared services agreement ("SSA") pursuant to N.J.S.A. 40A:65-1, et seq. for joint medical examiner services to be provided by the Bergen County Medical Examiner's Office and to share in the bond costs for improvements to the Bergen County Medical Examiner's facility. Such improvements are necessary to enable Bergen to provide Medical Examiner's services to Passaic and Hudson. While the many of the terms of the SSA are included herein, the term of the SSA will not commence until such time as Passaic and Hudson no longer receive Medical Examiner Services through the Northern Regional Medical Examiner's Office ("NRMEO"). This MOU delineates the role and responsibilities of the Parties hereto as they relate to providing for and performing the services of Medical Examiner for Passaic, Bergen, and Hudson Counties.

2. **BACKGROUND.** Currently, the NRMEO provides medical examiner services to four (4) counties, including Hudson and Passaic. Over the past decade, the Counties have experienced a series of service delays and issues while working with NRMEO, as outlined in the Feasibility Study of Shared Medical Examiner Service Between Bergen, Passaic, and Hudson Counties, issued by Perselay Associates, Inc. These issues caused major delays to prosecutors, funeral directors, and families of the decedents, among other issues. In order to mitigate these issues, the counties of Hudson and Passaic (the "Counties") intend to enter into an SSA with Bergen County.

3. **TERM OF MOU.** This MOU is effective upon the date last signed and executed by the duly authorized representatives of the Parties to this MOU and the governing bodies of the parties' respective counties and shall remain in full force and effect as to each respective Party.

The execution of this MOU shall bind Passaic and Hudson to pay for the bond payments, along with Bergen, even while they are receiving services from the NRMEO. This MOU shall continue through the term of the SSA, even if either Passaic or Hudson withdraw from the SSA at a later date.,

4. **RESPONSIBILITIES OF BERGEN COUNTY.** Bergen County shall provide medical examiner services to the Counties that include, but are not limited to:

- a. Selection, hiring and employment of all Medical Examiner ("Office") staff;
- b. Supervision and training of Office staff;
- c. Development and maintenance of the Office and staff procedures;
- d. Sole duty and responsibility for implementation of office policies, including but not limited to employees and employee work schedules as permitted by law and County of Bergen Policies.
- e. Timely and accurate production of required documents and reports;
- f. Communicate with and train law enforcement and other first responders of each respective Party to ensure efficient and effective coordination with the Office;
- g. Monthly reporting of Medical Examiner activity to the Board of County Commissioners of each of the Counties.

5. **RESPONSIBILITIES OF THE COUNTIES.**

- a. **RESPONSIBILITIES PRIOR TO EXECUTION OF THE SSA.** Passaic and Hudson shall contribute to the debt services/capital costs incurred in order to construct the facility improvements for a period of ten years. Hudson and Passaic will be bound to pay debt service costs upon execution of the MOU for a period of ten (10) years regardless of whether either or both ever commence receiving services, with payments not commencing until Passaic and Hudson begin utilizing the services. (See attached **Exhibit A**). Additionally, Passaic and Hudson will contribute towards any consultant fees using a bi-annual, pro rata share formula to be determined prior to executing the SSA.
- b. Passaic and Hudson shall notify the Northern Regional Medical Examiner's Office of their intention to withdraw from their agreement no later than December 15, 2025.
- c. **RESPONSIBILITIES AFTER EXECUTION THE SSA.** The Counties shall provide resources as are necessary and specified in the SSA to be executed at a later date, in order to support the Office, subject to the limitations of the respective Counties' Budgets. The Counties shall reimburse Bergen County on a pro-rata basis for all costs incurred in the Office's provision of medical examiner services to the Counties. The pro rata share of each county shall be determined by reference to the number of death investigations (including autopsies, views, and releases, all of

which shall be weighted equally) performed for such county, measured against the total death investigations performed by the Office pursuant to the SSA. As to all debt services/capital costs line items for any improvements to the Office and its facilities, said totals shall be amortized for a period of ten (10) years and the apportionment of same applicable to Hudson and Passaic, respectively, will be apportioned in line with the standing Northern Regional Medical Examiner Agreement. Additionally, each county shall be responsible for the unclaimed/indigent burials for decedents in each of their respective counties.

**6. RESPONSIBILITIES OF THE MEDICAL EXAMINER.** The Medical Examiner shall appear as an expert witness for criminal cases including hearings, trials, or depositions in connection with work performed as the Medical Examiner. Such appearances shall be without additional charge to Hudson or Passaic. The Medical Examiner shall provide consultations with law enforcement, prosecutors, and families seven days a week.

**7. TERMS OF THE SHARED SERVICES AGREEMENT.** The Parties agree to the following framework terms of a SSA, subject to approval by the respective governing bodies:

- a. If the Parties choose to enter into an SSA, the term of said SSA would be for ten (10) years from the date of execution with an option to renew for an additional ten (10) years.
- b. The Bergen County Medical Examiner's Office is located at 351 E Ridgewood Avenue, Paramus, New Jersey 07652. The cost of operating the facility shall be borne by the parties, as set forth herein, and when possible, supplemented by grants and other resources secured by Bergen, and Bergen shall provide all duties and assume all responsibilities required of it pursuant to N.J.S.A. 26:6B-1, et seq.
- c. All maintenance and service contracts, and the liability thereof, shall be assigned to Bergen.
- d. Any replacement of major equipment that is to be funded by the Counties, and will not exceed \$100,000 annually, shall be apportioned on a cost allocation plan separate and apart from the schedule of compensation established by the parties. Bergen shall notify the Counties at least ninety (90) days prior to the replacement of major equipment that is to be funded by the Counties.
- c. Any other terms and/or conditions as mutually agreed upon by the parties.

**8. PROPERTY AND LIABILITY INSURANCE.** Bergen County shall carry such Property and Liability Insurance Coverage, along with any other necessary coverage necessary to

insure, among other things, the property and operation of the Office, the Medical Examiner, and all employees of the Office.

9. **MASS DISASTER.** In the event of a mass disaster that requires the expenditure or utilization of resources exceeding the ordinary amount and type anticipated by the parties hereto, the County in which the disaster occurred shall be responsible for all related costs incurred by the Bergen County Medical Examiner's Office in connection with the deaths caused by such an act or event. The County's reimbursement of these costs shall be separate from and in addition to the amount owed by the county as part of the normal operation costs. However, prior to invoicing the County for any such loss, the Bergen County Medical Examiner's Office will attempt to supplement that cost through any relevant grant monies made available as a result of the mass disaster. Any additional costs that are the responsibility of the County shall be mitigated by the receipt of any grant monies or funding received.

For purposes of this agreement, a mass disaster shall be defined as any singular incident, causing multiple deaths, that overwhelms the normal operation of the Bergen County Medical Examiner's Office. Any singular event which causes 10 or more deaths shall be presumed to be a mass disaster. If fewer than 10 deaths occur from a singular event, it shall be the burden of the Bergen County Medical Examiner's Office to prove that such an event qualifies as a mass disaster. A mass disaster can be any singular event which causes multiple fatalities, including, but not limited to, automobile accidents, airplane accidents, terrorist attacks, radiation leak and exposure, fire, and natural disasters such as hurricanes, earthquakes, tornadoes, etc. A mass disaster shall not include the spread of a transmissible pathogen such as a viral, bacterial or fungal infection that is transmitted from host to host.

10. **GENERAL PROVISIONS.**

- a. **AMENDMENTS.** Either party may request changes to the MOU. Any changes, modifications, revisions, or amendments to this MOU must be mutually agreed to in writing by and between the Parties to this MOU. Any amendment agreed to in writing by the Parties shall be effective when executed and signed by all Parties to this MOU.
- b. **APPLICABLE LAW.** The construction, interpretation, and enforcement of this MOU shall be governed by the laws of the State of New Jersey. The Courts of the State of New Jersey shall have jurisdiction over any action arising out of this MOU and over the parties, and the venue shall be the Superior Court of Passaic County, New Jersey.

- c. **ENTIRETY OF AGREEMENT.** This MOU represents the entire and intended agreement between the Parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.
  
- d. **SEVERABILITY.** Should any portion of this MOU be judicially documented to be illegal or unenforceable, the remainder of the MOU shall continue to be in full force and effect, and either of the Parties may renegotiate the terms affected by the severance.

**SIGNATURE.** In witness whereof, the Parties to this MOU, through their duly authorized representatives, have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of the MOU as set forth herein.

\_\_\_\_\_  
Print Name [BERGEN COUNTY]

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

\_\_\_\_\_  
Print Name [HUDSON COUNTY]

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

\_\_\_\_\_  
Print Name [PASSAIC COUNTY]

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

## Shared Medical Examiner Office

	<u>Existing Bergen</u>	<u>Proposed Shared Tri-County</u>
Division Budget:		
Salaries & Wages	\$1,234,636	\$2,316,167
Other Expenses	<u>1,443,525</u>	<u>3,019,425</u>
Subtotal Division	2,678,161	5,335,592
Fringe Benefits	<u>873,379</u>	<u>1,628,141</u>
<b>Total Operational</b>	<b><u>\$3,551,540</u></b>	<b><u>\$6,963,733</u></b>

## Notes:

- Total proposed budget is \$6,963,733 which includes fringe benefits.

## Highlights:

- Two top directors are not anticipated to increase with the merged operations.
- Burial services were removed from budget as each county will be taking care of their own.

- The budget as presented is a conservative estimate of what the combined operations will cost. As such, an excess, as well as any deficit will be returned or charged to the respective counties based upon the allocation used for that budget year. Allocations are subject to change each year.

This means, at the end of the 2nd year of the budget, any unspent funds will be returned to the respective counties in the form of a refund or applied as a credit against the following year's charges.

- Proposed budget allocation is based on 5-year rolling average of death investigations. The 2025 death investigation numbers are not available yet so the 5-year average was used for the time being,
- Debt service is estimated at \$3 million and will be amortized over a 10-year period. The cost of the debt will be allocated to the respective counties on the same basis as the budget.

	<u>Bergen</u>	<u>Hudson</u>	<u>Passaic</u>	<u>Total</u>
Allocation % (5-Yr Average)	45.17%	30.13%	24.71%	100.00%
Total Cost	\$3,145,190	\$2,097,827	\$1,720,716	\$6,963,733
2025 Budgeted Amounts	<u>\$3,442,540</u>	<u>\$2,750,000</u>	<u>\$2,200,000</u>	<u>\$8,392,540</u>
Savings Before Debt Service	<u>\$297,350</u>	<u>\$652,173</u>	<u>\$479,284</u>	<u>\$1,428,807</u>
Debt Service	<u>\$160,337</u>	<u>\$106,944</u>	<u>\$87,719</u>	<u>\$355,000</u>
Savings After Debt Service	<u>\$137,013</u>	<u>\$545,229</u>	<u>\$391,565</u>	<u>\$1,073,807</u>

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
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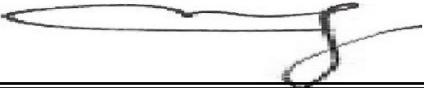
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AWARDING A CONTRACT TO ACRISURE, LLC DBA BERGEN RISK MANAGERS FOR THIRD PARTY ADMINISTRATION OF GENERAL LIABILITY AND WORKERS' COMPENSATION CLAIMS, PURSUANT TO N.J.S.A. 40A:11-4.1, ET SEQ. AND RFP-26-004

THIS RESOLUTION WAS REQUESTED BY:  
 ADMINISTRATION

REVIEWED BY:

  
 \_\_\_\_\_  
 Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

  
 \_\_\_\_\_  
 Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	14.
CAF#	T-19-56-850-000-801
Purchase Req. #	
Result	

Administration and Finance

\_\_\_\_\_  
 COMMITTEE NAME

**RESOLUTION AWARDING A CONTRACT TO ACRISURE, LLC DBA BERGEN RISK MANAGERS FOR THIRD PARTY ADMINISTRATION OF GENERAL LIABILITY AND WORKERS' COMPENSATION CLAIMS, PURSUANT TO N.J.S.A. 40A:11-4.1, ET SEQ. AND RFP-26-004**

**WHEREAS**, the County of Passaic ("County") is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic ("Board") is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, N.J.S.A. 40A:11-4.1 authorizes the County to utilize competitive contracting in lieu of public bidding for procurement of specialized goods and services, the price of which exceeds the bid threshold; and

**WHEREAS**, N.J.S.A. 40A:11-4.1(i) specifically authorizes the County to utilize competitive contracting to procure consultants, which are exempt from bidding under N.J.S.A. 40A:11-5, specifically, N.J.S.A. 40A:11-5(1)(m), which authorizes an exception for insurance, including the purchase of insurance coverage and consultant services; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4.3, the Board approved Resolution No. R20200226, authorizing competitive contracting to retain a third-party administrator for general liability and workers' compensation claims; and

**WHEREAS**, on September 16, 2025, the Passaic County Purchasing Agent issued RFP-26-004, Third Party Administrator for General Liability and Workers' Compensation Claims ("RFP-26-004"), responses to which were opened on October 7, 2025; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4.5(d), through a memorandum dated December 2, 2025, which is attached to and made part of this Resolution, the Review Committee is recommending an award of contract to Acrisure, LLC dba Bergen Risk Managers to serve as the County's third-party administrator for general liability and workers' compensation claims for a three-year term beginning on January 1, 2026 and expiring on December 31, 2028, at an annual rate of four hundred seventy thousand dollars (\$470,000.00), for a total amount not to exceed one million four hundred ten thousand dollars (\$1,410,000.00) during such term, with the County retaining two (2) one-year options to renew at the discretion of the Board; and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, this contract is being awarded under a fair and open procurement process, which requires that a contract be: publicly advertised in sufficient time to give notice in advance of the contract; awarded under a process that provides for public solicitation of proposals or qualifications; awarded and disclosed under criteria established in writing by the public entity prior to the solicitation of proposals or qualifications; and publicly opened and announced when awarded; and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., Acrisure, LLC dba Bergen Risk Managers executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying that it is not involved in prohibited activities in Russia and Belarus, and the County confirmed that Acrisure, LLC dba Bergen Risk Managers is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, funds are available in Account No. T-19-56-850-000-801, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2026 and/or subsequent County budget(s), which is attached hereto and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 26, 2025 Administration and Finance Committee meeting, and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-4.1, et seq., the Board of County Commissioners of the County of Passaic authorizes the award of a contract to Acrisure, LLC dba Bergen Risk Managers to serve as the County's third-party administrator for general liability and workers' compensation claims for a three-year term beginning on January 1, 2026 and expiring on December 31, 2028, at an annual rate of four hundred seventy thousand dollars (\$470,000.00), for a total amount not to exceed one million four hundred ten thousand dollars (\$1,410,000.00) during such term, with the County retaining two (2) one-year options to renew at the discretion of the Board, and in accordance with the terms and conditions set forth in RFP-26-004 and the vendor's response thereto.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service and amount of the contract to Acrisure, LLC dba Bergen Risk Managers, and maintain a copy of this Resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, County Administrator and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

NB

December 9, 2025

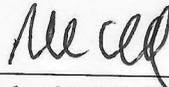
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$1,410,000.00

APPROPRIATION: T-19-56-850-000-801

PURPOSE: Award contract to Acrisure, LLC dba Bergen Risk Managers to serve as the County's third-party administrator for general liability and workers' compensation claims.



Richard Cahill, Director of Finance

DATED: December 9, 2025



COUNTY ADMINISTRATOR  
Matthew P. Jordan, Esq.

DEPUTY COUNTY ADMINISTRATOR  
Timothy Roetman

ASSISTANT COUNTY ADMINISTRATOR  
Kelly C. Ruffel

ASSISTANT COUNTY ADMINISTRATOR  
Maeve McGinley

OFFICE OF THE  
COUNTY ADMINISTRATOR  
ADMINISTRATION BUILDING  
401 GRAND STREET, ROOM 205  
PATERSON, NJ 07505

P. 973.881.4405  
F. 973.881.2853

**COUNTY OF PASSAIC**  
Board of County Commissioners

**Memorandum**

**TO: Administration and Finance Committee**

**FROM: Matthew P. Jordan, Esq.  
County Administrator**

**DATE: December 2, 2025**

**RE: RFP-26-004 – Review Committee Memorandum  
TPA for General Liability and Workers’ Compensation Claims**

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Background and Scoring Criteria

I. Background.

On March 10, 2020, the Board of County Commissioners (hereafter “Board”) approved Resolution No. R20200226 authorizing the use of competitive contracting to procure a third-party administrator for general liability and workers’ compensation claims for the County, pursuant to N.J.S.A. 40A:11-4.1(i). Thereafter, the Purchasing Agent issued RFP-26-004, Third Party Administration for General Liability and Workers’ Compensation Claims (hereafter “RFP-26-004”). Bids were unsealed for RFP-26-004 on October 7, 2025, with two respondents: (1) Claims Resolution Corporation, Inc.; and (2) Acrisure, LLC D/B/A Bergen Risk Managers.

On December 1, 2025, a Review Committee of Matthew Jordan, County Administrator, Nadege Allwaters, County Counsel, and Richard Cahill, Chief Financial Officer (hereafter “Review Committee”) met to score the respondents as set forth herein, in compliance with the law.

II. Scoring Criteria.

Pursuant to N.J.S.A. 40A:11-4.4 (b), the methodology for awarding the competitive contract under the RFP will be based upon the evaluation and ranking under the following categories: (1) management (2) technical; and (3) cost. The scoring was weighted as follows:

CATEGORY	POINTS
Management	34
Technical	33
Cost	33

### Scoring of Respondents

a. Claims Resolution Corporation, Inc.

- i. Management. The respondent's management team demonstrates experience in the scope of services as set forth in RFP-26-004. The client roster includes experience working with other comparable county and local governments. **(29/34)**
- ii. Technical. The respondent sets forth a sound structure to investigate and resolve claims against the County. Moreover, respondent's submission sets forth a technical process that satisfactorily completes the tasks as set forth in the scope of work. **(28/33)**
- iii. Cost. The cost proposal is within the budgetary amount projected by the County and in line with industry rates for this type of service. **(30/33)**

**TOTAL = 87/100**

b. Acrisure, LLC D/B/A Bergen Risk Managers.

- i. Management. The respondent brings a strong executive and support team with extensive experience managing and containing general liability and workers' compensation claims. The client roster includes several similar sizes county and local governments, as well as joint insurance funds. **(32/34)**
- ii. Technical. The respondent sets forth the technical expertise required to efficiently manage and contain general liability and workers' compensation claims. Likewise, the respondent demonstrates a strong understanding of the County's strategy in defending itself in various forums while managing legal fees expended by the County. **(31/33)**
- iii. Cost. The cost proposal is within the budgetary amount projected by the County and in line with industry rates for this type of service. **(28/33)**

**TOTAL = 91/100**

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Review Committee Recommendation

Based upon the scoring of the Review Committee, it is recommended that RFP-26-004 be awarded to Acrisure, LLC D/B/A Bergen Risk Managers for a base agreement, and two one-year options to extend, as follows:

a. Base Agreement.

<b>CONTRACT YEAR</b>	<b>START DATE</b>	<b>END DATE</b>	<b>COST</b>
Year One	January 1, 2026	December 31, 2026	\$470,100
Year Two	January 1, 2027	December 31, 2027	\$470,000
Year Three	January 1, 2028	December 31, 2028	\$470,000

b. County Options to Extend Agreement.

<b>OPTION YEAR</b>	<b>START DATE</b>	<b>END DATE</b>	<b>COST</b>
Option One	January 1, 2029	December 31, 2029	\$479,400
Option Two	January 1, 2030	December 31, 2030	\$489,000

\*\*\*

cc: Sherry Arvanitakis, QPA, Purchasing Agent  
Richard Cahill, Chief Financial Officer  
Timothy Roetman, Dep. County Administrator  
Maeve McGinley, Asst. County Administrator  
Nadege Allwaters, Esq., County Counsel

### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

OR

A. That the Vendor is not identified on the [OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus](#).

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the [OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus](#).

C. That I am unable to certify as to "A" above, because the Vendor is identified on the [OFAC Specially Designated Nationals and Blocked Persons list](#). However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.



Signature of Vendor's Authorized Representative

Danielle Nickelson

Print Name and Title of Vendor's Authorized Representative

Acrisure, LLC DBA Bergen Risk Managers

Vendor's Name (i.e. Company Name)

100 Hilltop Road PO Box 901

Vendor's Address (Street Address)

Ramsey NJ 07446

Vendor's Address (City/State/Zip Code)

*(Attach Additional Sheets if Necessary.)*

10/6/2025

Date

26-3554645

Vendor's FEIN, EIN, or FTIN

201-825-0357

Vendor's Phone Number

201-825-2230

Vendor's Fax Number

dnickelson@acrisure.com

Vendor's Email Address

#### Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 2621(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE PASSAIC COUNTY CLERK'S OFFICE TO APPLY FOR AND ACCEPT SPECIAL ELECTION GRANT PROGRAM FUNDS FROM THE STATE OF NEW JERSEY, DIVISION OF ELECTIONS, PURSUANT TO N.J.S.A. 40:20-1

THIS RESOLUTION WAS REQUESTED BY:  
 FINANCE

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	15.
CAF#	
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE PASSAIC COUNTY CLERK'S OFFICE TO APPLY FOR AND ACCEPT SPECIAL ELECTION GRANT PROGRAM FUNDS FROM THE STATE OF NEW JERSEY, DIVISION OF ELECTIONS, PURSUANT TO N.J.S.A. 40:20-1**

**WHEREAS**, the County of Passaic ("County") is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic ("Board") is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, the State of New Jersey, Division of Elections ("Division of Elections") has established a Special Election Grant Program to assist counties in supporting in-person early voting and election day needs for the 2026 Congressional District 11 Special Primary Election and the 2026 Congressional District 11 Special General Election; and

**WHEREAS**, the County Clerk is seeking to apply for and accept Special Election Grant Program funds from the Division of Elections in the amount of two hundred five thousand nine hundred eighty dollars and eighty cents (\$205,980.80), which will be used for the administration of the 2026 Congressional District 11 Special Primary Election and the 2026 Congressional District 11 Special General Election; and

**WHEREAS**, this matter was considered by the Administration & Finance Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, the Passaic County Board of Commissioners authorizes the County Clerk to apply for and accept Special Election Grant Program funds from the State of New Jersey, Division of Elections in the amount of two hundred five thousand nine hundred eighty dollars and eighty cents (\$205,980.80), which will be used for the administration of the 2026 Congressional District 11 Special Primary Election and the 2026 Congressional District 11 Special General Election in accordance with the grant program guidelines.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, County Clerk, and Director of the Board are authorized to take any other steps necessary to carry out the purpose of this resolution.

NB

December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

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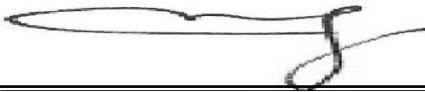
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158)

THIS RESOLUTION WAS REQUESTED BY:  
 FINANCE

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/5/2025
Adopted Date	
Agenda Item	16.
CAF#	
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158)**

**WHEREAS** the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:4-87, the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any local unit when such item shall have been made available by any public or private funding source and the amount thereof shall not have been determined at the time of the adoption of the budget, and may approve the insertion of an appropriation item of an amount equal to any such special item of revenue making such item of revenue available for expenditure; and

**WHEREAS** the County desires to anticipate and appropriate a sum of \$607,500.00 for the program as noted below; and

**NOW, THEREFORE, LET IT BE RESOLVED**, that the Board of County Commissioners of the County of Passaic hereby requests that the Director of the Division of Local Government Services approves the insertion of an additional item of revenue in the budget of the County of Passaic for calendar year 2025 in the sum of \$607,500.00, which is now available as revenue from a grant award from the State of New Jersey, Department of Environmental Protection, Recycling Enhancement Act Entitlement, in accordance with the law.

**LET IT BE FURTHER RESOLVED** that a like sum of \$607,500.00 be and the same is hereby appropriated under the caption which item is now available as revenue from a grant award from the State of New Jersey, Department of Environmental Protection, Recycling Enhancement Act Entitlement (REA 2023).

**LET IT BE FURTHER RESOLVED** that an electronic copy of this Resolution be forwarded to the Division of Local Government Services.

RC/md

December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

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 Deputy Director Cassandra "Sandi" Lazzara  
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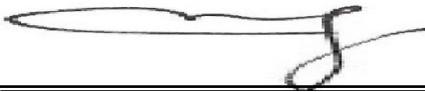
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158)

THIS RESOLUTION WAS REQUESTED BY:  
 FINANCE

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/5/2025
Adopted Date	
Agenda Item	17.
CAF#	
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158)**

**WHEREAS** the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:4-87, the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any local unit when such item shall have been made available by any public or private funding source and the amount thereof shall not have been determined at the time of the adoption of the budget, and may approve the insertion of an appropriation item of an amount equal to any such special item of revenue making such item of revenue available for expenditure; and

**WHEREAS** the County desires to anticipate and appropriate a sum of \$104,607.00 for the program as noted below; and

**NOW, THEREFORE, LET IT BE RESOLVED**, that the Board of County Commissioners of the County of Passaic hereby requests that the Director of the Division of Local Government Services approves the insertion of an additional item of revenue in the budget of the County of Passaic for calendar year 2025 in the sum of \$104,607.00, which is now available as revenue from a grant award from the State of New Jersey, Department of Community Affairs, Universal Service Fund (USF), in accordance with the law.

**LET IT BE FURTHER RESOLVED** that a like sum of \$104,607.00 be and the same is hereby appropriated under the caption which item is now available as revenue from a grant award from the State of New Jersey, Department of Community Affairs, Universal Service Fund (USF) [2025-05133-0022/2025-05133-0181-02].

**LET IT BE FURTHER RESOLVED** that an electronic copy of this Resolution be forwarded to the Division of Local Government Services.

RC/md

December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

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**Paterson, New Jersey 07505**  
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Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

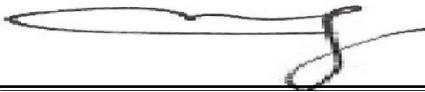
Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158)

THIS RESOLUTION WAS REQUESTED BY:  
 FINANCE

---

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/5/2025
Adopted Date	
Agenda Item	18.
CAF#	
Purchase Req. #	
Result	

Administration and Finance

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COMMITTEE NAME

**RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158)**

**WHEREAS** the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:4-87, the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any local unit when such item shall have been made available by any public or private funding source and the amount thereof shall not have been determined at the time of the adoption of the budget, and may approve the insertion of an appropriation item of an amount equal to any such special item of revenue making such item of revenue available for expenditure; and

**WHEREAS** the County desires to anticipate and appropriate a sum of \$201,152.00 for the program as noted below; and

**NOW, THEREFORE, LET IT BE RESOLVED**, that the Board of County Commissioners of the County of Passaic hereby requests that the Director of the Division of Local Government Services approves the insertion of an additional item of revenue in the budget of the County of Passaic for calendar year 2025 in the sum of \$201,152.00, which is now available as revenue from a grant award from the State of New Jersey, Department of Human Services, Alcohol/Drug Abuse Innovations, in accordance with the law.

**LET IT; BE FURTHER RESOLVED** that a like sum of \$201,152.00 be and the same is hereby appropriated under the caption which item is now available as revenue from a grant award from the State of New Jersey, Department of Human Services, Alcohol/Drug Abuse Innovations [26-686-ADA-0].

**LET IT BE FURTHER RESOLVED** that an electronic copy of this Resolution be forwarded to the Division of Local Government Services.

RC/md

December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
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Matthew P. Jordan, Esq.  
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 Louis E. Imhof  
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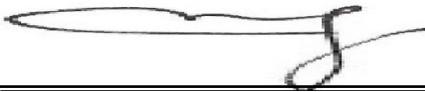
Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158)

THIS RESOLUTION WAS REQUESTED BY:  
 FINANCE

---

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/5/2025
Adopted Date	
Agenda Item	19.
CAF#	
Purchase Req. #	
Result	

Administration and Finance

---

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158)**

**WHEREAS** the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:4-87, the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any local unit when such item shall have been made available by any public or private funding source and the amount thereof shall not have been determined at the time of the adoption of the budget, and may approve the insertion of an appropriation item of an amount equal to any such special item of revenue making such item of revenue available for expenditure; and

**WHEREAS** the County desires to anticipate and appropriate a sum of \$205,980.80 for the program as noted below; and

**NOW, THEREFORE, LET IT BE RESOLVED**, that the Board of County Commissioners of the County of Passaic hereby requests that the Director of the Division of Local Government Services approves the insertion of an additional item of revenue in the budget of the County of Passaic for calendar year 2025 in the sum of \$205,980.80, which is now available as revenue from a grant award from the State of New Jersey, Department of State, Special Primary and General Elections, in accordance with the law.

**LET IT BE FURTHER RESOLVED** that a like sum of \$205,980.80 be and the same is hereby appropriated under the caption which item is now available as revenue from a grant award from the State of New Jersey, Department of State, Special Primary and General Elections.

**LET IT BE FURTHER RESOLVED** that an electronic copy of this Resolution be forwarded to the Division of Local Government Services.

RC/md

December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

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Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158)

THIS RESOLUTION WAS REQUESTED BY:  
 FINANCE

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/5/2025
Adopted Date	
Agenda Item	20.
CAF#	
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158)**

**WHEREAS** the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:4-87, the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any local unit when such item shall have been made available by any public or private funding source and the amount thereof shall not have been determined at the time of the adoption of the budget, and may approve the insertion of an appropriation item of an amount equal to any such special item of revenue making such item of revenue available for expenditure; and

**WHEREAS** the County desires to anticipate and appropriate a sum of \$3,325.00 for the program as noted below; and

**NOW, THEREFORE, LET IT BE RESOLVED**, that the Board of County Commissioners of the County of Passaic hereby requests that the Director of the Division of Local Government Services approves the insertion of an additional item of revenue in the budget of the County of Passaic for calendar year 2025 in the sum of \$3,325.00, which is now available as revenue from a grant award from the Passaic County Cultural & Heritage Council, Passaic County Arts Center - Arts Programming, in accordance with the law.

**LET IT BE FURTHER RESOLVED** that a like sum of \$3,325.00 be and the same is hereby appropriated under the caption which item is now available as revenue from a grant award from the Passaic County Cultural & Heritage Council, Passaic County Arts Center - Arts Programming.

**LET IT BE FURTHER RESOLVED** that an electronic copy of this Resolution be forwarded to the Division of Local Government Services.

RC/md

December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

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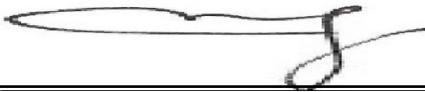
Matthew P. Jordan, Esq.  
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 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158)

THIS RESOLUTION WAS REQUESTED BY:  
 FINANCE

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/5/2025
Adopted Date	
Agenda Item	21.
CAF#	
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158)**

**WHEREAS** the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:4-87, the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any local unit when such item shall have been made available by any public or private funding source and the amount thereof shall not have been determined at the time of the adoption of the budget, and may approve the insertion of an appropriation item of an amount equal to any such special item of revenue making such item of revenue available for expenditure; and

**WHEREAS** the County desires to anticipate and appropriate a sum of \$66,375.00 for the program as noted below; and

**NOW, THEREFORE, LET IT BE RESOLVED**, that the Board of County Commissioners of the County of Passaic hereby requests that the Director of the Division of Local Government Services approves the insertion of an additional item of revenue in the budget of the County of Passaic for calendar year 2025 in the sum of \$66,375.00, which is now available as revenue from a grant award from the New Jersey Historic Trust, Preserve New Jersey Historic Preservation Fund, 2025.M035, Municipal, County, and Regional Planning Program (Dey Mansion), in accordance with the law.

**LET IT BE FURTHER RESOLVED** that a like sum of \$66,375.00 be and the same is hereby appropriated under the caption which item is now available as revenue from a grant award from the New Jersey Historic Trust, Preserve New Jersey Historic Preservation Fund, Municipal, County, and Regional Planning Program (Dey Mansion) (2025.M035).

**BE IT FURTHER RESOLVED**; that a like sum of \$22,500.00 representing the amount required for the county’s share of the aforementioned undertaking appears in the budget of the year 2025 under the caption of “PRESERVATION-CNTY OWNED HISTORIC SITES” and is hereby appropriated under the caption of:

2025.M035, Municipal, County, and Regional Planning Program (Dey Mansion)  
“PRESERVATION-CNTY OWNED HISTORIC SITES [O-25-56-650-001-602]”

**LET IT BE FURTHER RESOLVED** that an electronic copy of this Resolution be forwarded to the Division of Local Government Services.

RC/md

December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
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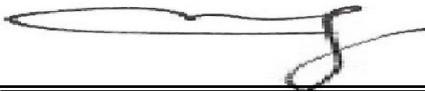
Matthew P. Jordan, Esq.  
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Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158)

THIS RESOLUTION WAS REQUESTED BY:  
 FINANCE

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/5/2025
Adopted Date	
Agenda Item	22.
CAF#	
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REQUEST APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJSA 40A:4-87 (Chapter 159 P.L. 158)**

**WHEREAS** the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:4-87, the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any local unit when such item shall have been made available by any public or private funding source and the amount thereof shall not have been determined at the time of the adoption of the budget, and may approve the insertion of an appropriation item of an amount equal to any such special item of revenue making such item of revenue available for expenditure; and

**WHEREAS** the County desires to anticipate and appropriate a sum of \$50,000.00 for the program as noted below; and

**NOW, THEREFORE, LET IT BE RESOLVED**, that the Board of County Commissioners of the County of Passaic hereby requests that the Director of the Division of Local Government Services approves the insertion of an additional item of revenue in the budget of the County of Passaic for calendar year 2025 in the sum of \$50,000.00, which is now available as revenue from a grant award from the New Jersey Historic Trust, Historic Site Management Grant Program, 2025.2038, Bella Vista (Lambert Castle), in accordance with the law.

**LET IT BE FURTHER RESOLVED** that a like sum of \$50,000.00 be and the same is hereby appropriated under the caption which item is now available as revenue from a grant award from the New Jersey Historic Trust, Historic Site Management Grant Program, Bella Vista (Lambert Castle) (2025.2038).

**BE IT FURTHER RESOLVED**; that a like sum of \$ 3,583.00 representing the amount required for the county’s share of the aforementioned undertaking appears in the budget of the year 2025 under the caption of “PRESERVATION-CNTY OWNED HISTORIC SITES” and is hereby appropriated under the caption of:

2025.2038, Bella Vista (Lambert Castle) “PRESERVATION-CNTY OWNED HISTORIC SITES [O-25-56-650-001-602]”

**LET IT BE FURTHER RESOLVED** that an electronic copy of this Resolution be forwarded to the Division of Local Government Services.

RC/md

December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
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Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE RECOMMENDATION OF THE RFP REVIEW COMMITTEE FOR RFP-25-031 AND AWARD A CONTRACT TO CARE PLUS BERGEN, INC., DBA BERGEN NEW BRIDGE MEDICAL CENTER - TEEN T.H.R.I.V.E. FOR EVIDENCE-BASED OPIOID USE DISORDER TREATMENT AND ADJUNCTIVE SERVICES FOR A TERM TO BEGIN UPON AWARD AND TERMINATE DECEMBER 31, 2025, WITH FOUR (4) ONE (1)-YEAR OPTIONS TO RENEW.

THIS RESOLUTION WAS REQUESTED BY:  
 HUMAN SERVICES

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REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	23.
CAF#	G-01-41-816-022-213
Purchase Req. #	
Result	

Health and Human Services

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COMMITTEE NAME

**RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE RECOMMENDATION OF THE RFP REVIEW COMMITTEE FOR RFP-25-031 AND AWARD A CONTRACT TO CARE PLUS BERGEN, INC., DBA BERGEN NEW BRIDGE MEDICAL CENTER - TEEN T.H.R.I.V.E. FOR EVIDENCE-BASED OPIOID USE DISORDER TREATMENT AND ADJUNCTIVE SERVICES FOR A TERM TO BEGIN UPON AWARD AND TERMINATE DECEMBER 31, 2025, WITH FOUR (4) ONE (1)-YEAR OPTIONS TO RENEW.**

**WHEREAS**, the County of Passaic (the “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic (hereinafter the “Board”) are vested with decision-making powers on behalf of the County; and

**WHEREAS**, the Department of Human Services (hereafter “Department”) is an umbrella social service agency concerned with planning and funding services for disadvantaged and homeless citizens; and

**WHEREAS**, N.J.S.A. 40A:11-4.1 authorizes the County to utilize competitive contracting in lieu of public bidding for procurement of specialized goods and services, the price of which exceeds the bid threshold; and

**WHEREAS**, N.J.S.A. 40A:11-4.1(b) specifically authorizes the County to utilize competitive contracting to procure services related to the administration of social services programs, under which this program falls; and

**WHEREAS**, the Purchasing Agent unsealed responses to RFP 25-031 Opioid Settlement Grant Administered by the Department of Human Services for a term to begin upon award and terminate on December 31, 2025, with four (4) one (1)-year options to renew; and

**WHEREAS**, in accordance with the law, a Review Committee convened to review the responses to RFP-25-031 and recommended an award of contract in the amount of one hundred thousand and 00/100 (\$100,000.00) dollars to Care Plus Bergen, Inc. dba Bergen New Bridge Medical Center - Teen T.H.R.I.V.E. for a term commencing upon award and terminating on December 31, 2025, with four (4) one (1)-year options to renew; and

**WHEREAS**, the purpose of this award is to provide comprehensive and evidence-based treatment for adolescents with Opioid Use Disorder (OUD) and co-occurring mental health conditions through Partial Hospitalization (PHP) and Intensive Outpatient (IOP) levels of care; the program includes individual, family, and group counseling, recreational therapy, educational support, and case management to reduce opioid relapse and enhance family stability; and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, the County’s request for proposals is a fair and open process, specifically, the request for proposals for the projects under RFP-25-031 are publicly advertised, awarded under a process that provides for public solicitation of qualifications, established the basis of an award and disclosure process documented in writing prior to any solicitation, and is publicly opened and announced when awarded; and

**WHEREAS**, funds are available in Account Nos. G-01-41-816-022-213 or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., vendor executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying the vendor is not involved in prohibited activities in Russia and Belarus, and the County confirmed vendor is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, this matter was discussed at the November 12, 2025, meeting of the Health and Human Services Committee and is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-4.1, et seq., the Board of County Commissioners of the County of Passaic (hereafter “Board”) is authorizing a contract award to the following approved vendor named above totaling \$100,000.00 for a term commencing immediately and terminating on December 31, 2025, with four (4) one-(1) year

options to renew; and

**LET IT BE FURTHER RESOLVED**, the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contracts to the approved vendors as stated herein and maintain a copy of the Resolution on file and available for public inspection in the Office of the Clerk to the Board; and

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, Director of the Board, and County Counsel are authorized to take any other steps necessary to carry out the purpose of this Resolution.

JDP

November 17, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$100,000.00

APPROPRIATION: G-01-41-816-022-213

PURPOSE: Award contract to Care Plus Bergen, Inc. dba Bergen New Bridge Medical Center - Teen T.H.R.I.V.E. for evidence-based opioid use disorder treatment and adjunctive services.

  
Richard Cahill, Director of Finance

DATED: December 9, 2025

### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

**(Attach Additional Sheets if Necessary.)**

*Sandi Weiss*  
Signature of Vendor's Authorized Representative

10/1/25  
Date

Sandi Weiss  
Print Name and Title of Vendor's Authorized Representative

Vendor's FEIN, EIN, or FTIN

Care Plus Bergen, Inc  
Vendor's Name (i.e. Company Name)

82-2081292  
Vendor's Phone Number

230 E Ridgewood Ave  
Vendor's Address (Street Address)

Vendor's Fax Number

Paramus, NJ, 07652  
Vendor's Address (City/State/Zip Code)

Vendor's Email Address

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE DEPARTMENT OF SENIOR SERVICES, DIVISION OF PARA-TRANSIT TO ACCEPT GRANT FUNDS UNDER THE FFY2023 FEDERAL TRANSIT ADMINISTRATION SECTION 5310 FEDERAL GRANT PROGRAM, PURSUANT TO N.J.S.A. 40:20-1.

THIS RESOLUTION WAS REQUESTED BY:  
 SENIOR SERVICES, DISABILITY,  
 NUTRITION, VETERAN'S AFFAIRS &  
 TRANSPORTATION

---

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	24.
CAF#	
Purchase Req. #	
Result	

Health and Human Services

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE DEPARTMENT OF SENIOR SERVICES, DIVISION OF PARA-TRANSIT TO ACCEPT GRANT FUNDS UNDER THE FFY2023 FEDERAL TRANSIT ADMINISTRATION SECTION 5310 FEDERAL GRANT PROGRAM, PURSUANT TO N.J.S.A. 40:20-1.**

**WHEREAS**, the County of Passaic (the “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic (hereinafter the “Board”) are vested with decision making powers on behalf of the County; and

**WHEREAS**, the County, through its Department of Senior Services (hereafter “Department”), provides assistance with senior benefit programs, including home and community services to senior citizens throughout Passaic County; and

**WHEREAS**, the Federal Transit Administration, under the Section 5310 Grant Program (hereafter “5310 Grant”), makes funds available to the State of New Jersey, through New Jersey Transit, to provide funding for the transportation of senior citizens and people with disabilities; and

**WHEREAS**, the 5310 Grant, administered by New Jersey Transit, strives to improve mobility for seniors and individuals with disabilities by funding programs planned and performed to meet the special transportation needs of these populations; and

**WHEREAS**, the County recognizes the need for and importance of securing equipment support transportation for its senior citizens and disabled residents; and

**WHEREAS**, the Department, Division of Paratransit, is requesting authorization for the acceptance of grant funds under the FFY2023 Federal Transit Administration (FTA) Section 5310 Federal Grant Program to provide transportation services for the elderly and individuals with disabilities throughout Passaic County; and

**WHEREAS**, Section 5310 award for FFY2023 funding is as follows:

Vehicle Award: One Extended Cutaway Low Floor

Operating Federal Award: Total Project \$100,000.00

\$50,000.00 (this amount represents 50% of the project award)

\$50,000.00 (this amount represents County 50% local share)

**WHEREAS**, this grant is funded by New Jersey Transit; and

**WHEREAS**, the grant period is for FFY2023; and

**WHEREAS**, this matter was discussed at the December 2, 2025, meeting of the Health and Human Services Committee and is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40:20-1, that the Board of County Commissioners of the County of Passaic (hereafter “Board”) hereby authorizes the Director of the Department of Senior Services to accept grant funds under the FFY2023 Federal Transit Administration (FTA) Section 5310 Federal Grant Program to provide transportation services for the elderly and individuals with disabilities throughout the County of Passaic; and

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, Director of the Board, County Counsel, and Director of the Department of Senior Services are authorized to take any other steps necessary to carry out the purpose of this Resolution.

JDP

December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

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 Deputy Director Cassandra "Sandi" Lazzara  
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Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE PASSAIC COUNTY DEPARTMENT OF SENIOR SERVICES, PARA-TRANSIT DIVISION, TO DONATE ONE (1) 2013 FORD E-450 SENATOR SII NO LONGER NEEDED FOR PUBLIC USE TO THE CITY OF CLIFTON, PURSUANT TO N.J.S.A. 40:20-1

THIS RESOLUTION WAS REQUESTED BY:  
 SENIOR SERVICES, DISABILITY,  
 NUTRITION, VETERAN'S AFFAIRS &  
 TRANSPORTATION

---

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	25.
CAF#	
Purchase Req. #	
Result	

Health and Human Services

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE PASSAIC COUNTY DEPARTMENT OF SENIOR SERVICES, PARA-TRANSIT DIVISION, TO DONATE ONE (1) 2013 FORD E-450 SENATOR SII NO LONGER NEEDED FOR PUBLIC USE TO THE CITY OF CLIFTON, PURSUANT TO N.J.S.A. 40:20-1**

**WHEREAS**, the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to Article VIII, Section III, Paragraph 2 of the New Jersey Constitution, counties are permitted to donate personal property no longer needed for the public use, provided that the gift serves a benefit to the community as a whole, and the recipient of the gift engages in roles related to the function of government; and

**WHEREAS**, the Passaic County Department of Senior Services, Para-Transit Division, has identified a 2013 Ford E-450 Senator SII (VIN 1FDFE4FS5DDA62886) that is no longer needed for public use by the Para-Transit Division; and

**WHEREAS**, the Passaic County Department of Senior Services, Para-Transit Division, desires to donate said 2013 Ford E-450 to the City of Clifton, as the donation of said vehicle will assist their municipal senior transportation program, and the recipient of the donation, as a municipal entity, engages in roles related to the function of government; and

**WHEREAS**, this matter was discussed at the December 2, 2025, meeting of the Health and Human Services Committee and is being recommended to the Board approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic hereby authorizes the donation of a 2013 Ford E-450, no longer needed for public use, to the City of Clifton.

**LET IT BE FURTHER RESOLVED**, that the authorized signatory for the City of Clifton, or his designee, Director of the Board of County Commissioners, County Administrator, County Counsel, Clerk of the Board, Chief Financial Officer, and any other employee for the County of Passaic may take any action necessary to effectuate the purpose of this Resolution.

JDP

December 9, 2025



11/20/2025

**Vehicle Re-Appropriation Recipient Requirements**

Your agency has been selected to receive (1) one vehicle(s) from Passaic County’s Paratransit Division. The vehicle(s) listed below, and all equipment contained in the vehicle(s) have been purchased with Federal Transit Authority Section 5310 Grant Funding awarded to the County of Passaic – Paratransit Division.

Vehicle Make	Vehicle Model	Vehicle Year	VIN
Ford E-450	Senator SII	2013	1FDFE4FS5DDA62886

By accepting these vehicles, you acknowledge and agree to the following terms and conditions:

1. You have a safe / secure location to park vehicles when not in use.
2. Your agency will register, insure, and assume all repair and maintenance responsibilities.

I acknowledge receipt of these vehicles and their contents and agree to the terms and conditions as outlined above.

\_\_\_\_\_  
Passaic County Paratransit Director

*Passaic County*

\_\_\_\_\_  
Donating Agency Name

\_\_\_\_\_  
Authorized Recipient Signature

\_\_\_\_\_  
Receiving Agency Name

\_\_\_\_\_  
Recipient Name and Title - Print

\_\_\_\_\_  
Date

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

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Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE DEPARTMENT OF SENIOR SERVICES, PARA-TRANSIT DIVISION, TO APPLY FOR A GRANT FROM THE NORTH JERSEY TRANSPORTATION PLANNING AUTHORITY FY2025 CONGESTION MITIGATION AND AIR QUALITY IMPROVEMENT PROGRAM LOCAL MOBILITY INITIATIVES GRANT FOR OPERATIONAL SUPPORT FUNDING FOR THE PASSAIC COUNTY MOVE MICRO-TRANSIT PROGRAM, PURSUANT TO N.J.S.A. 40:20-1.

THIS RESOLUTION WAS REQUESTED BY:  
 SENIOR SERVICES, DISABILITY,  
 NUTRITION, VETERAN'S AFFAIRS &  
 TRANSPORTATION

---

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	26.
CAF#	
Purchase Req. #	
Result	

Health and Human Services

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE DEPARTMENT OF SENIOR SERVICES, PARA-TRANSIT DIVISION, TO APPLY FOR A GRANT FROM THE NORTH JERSEY TRANSPORTATION PLANNING AUTHORITY FY2025 CONGESTION MITIGATION AND AIR QUALITY IMPROVEMENT PROGRAM LOCAL MOBILITY INITIATIVES GRANT FOR OPERATIONAL SUPPORT FUNDING FOR THE PASSAIC COUNTY MOVE MICRO-TRANSIT PROGRAM, PURSUANT TO N.J.S.A. 40:20-1.**

**WHEREAS**, the County of Passaic (hereafter “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic (hereafter “Board”) are vested with decision making powers on behalf of the County; and

**WHEREAS**, the County, through its Department of Senior Services (hereafter “Department”), operates the Division of Para-Transit for the County’s senior citizens and disabled residents in need of non-emergency transportation to medical appointments, shopping centers, county-run nutrition and adult day care sites, and for the disabled residents to attend group work programs; and

**WHEREAS**, the Department, Division of Para-Transit is requesting authorization to apply to the North Jersey Transportation Planning Authority (NJTPA) FY2025 Congestion Mitigation and Air Quality Improvement Program Local Mobility Initiatives Grant for Operational Support Funding for the Passaic County MOVE Micro-Transit Program; and

**WHEREAS**, the requested operational funding amount is in the amount of Three million and 00/100 (\$3,000,000.00) dollars (to be allocated over 3 years); and

**WHEREAS**, this matter was discussed at the December 2, 2025, meeting of the Health and Human Services Committee and is being recommended to the Board for approval; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of County Commissioners of the County of Passaic (hereafter “Board”) hereby authorizes the Department of Senior Services, Division of Para-Transit, to apply to the North Jersey Transportation Planning Authority (NJTPA) FY2025 Congestion Mitigation and Air Quality Improvement Program Local Mobility Initiatives Grant for Operational Support Funding for the Passaic County MOVE Micro-Transit Program; and

**LET IT BE FURTHER RESOLVED**, that the Director of the Board, the Clerk of the Board, the County Counsel, and the Director of the Department of Senior Services are hereby authorized to take the necessary actions to carry out the purpose of this Resolution.

JDP

December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
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Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION QUALIFYING VENDORS AND AWARDDING CONTRACTS FOR RFQ-26-046 LEAD ASSISTANCE PROGRAM: RESIDENTIAL LEAD REMEDIATION AND ABATEMENT SERVICES, AND RFQ-26-049 EXPAND POOL LEAD ASSISTANCE PROGRAM: RESIDENTIAL LEAD REMEDIATION AND ABATEMENT SERVICES, ON AN AS-NEEDED BASIS, BY THE DIVISION OF WEATHERIZATION, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 SENIOR SERVICES, DISABILITY,  
 NUTRITION, VETERAN'S AFFAIRS &  
 TRANSPORTATION

---

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	27.
CAF#	G-01-41-709-023-213 for the
Purchase Req. #	
Result	

Health and Human Services

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COMMITTEE NAME

**RESOLUTION QUALIFYING VENDORS AND AWARDING CONTRACTS FOR RFQ-26-046 LEAD ASSISTANCE PROGRAM: RESIDENTIAL LEAD REMEDIATION AND ABATEMENT SERVICES, AND RFQ-26-049 EXPAND POOL LEAD ASSISTANCE PROGRAM: RESIDENTIAL LEAD REMEDIATION AND ABATEMENT SERVICES, ON AN AS-NEEDED BASIS, BY THE DIVISION OF WEATHERIZATION, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ.**

**WHEREAS**, the County of Passaic (the “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic (hereinafter the “Board”) are vested with decision-making powers on behalf of the County; and

**WHEREAS**, the County, through its Division of Weatherization and Home Energy (hereafter “Division”) of the Department of Senior Services administers various programs to reduce energy costs for low-income residents in Passaic County by improving energy efficiency; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5, et seq., the Purchasing Agent issued RFQ-26-046 Lead Assistance Program: Residential Lead Remediation and Abatement Services (hereafter “RFQ-26-046”), seeking qualifications for a pool of qualified contractors to provide professional residential lead remediation and abatement services for residents of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5, et seq., the Purchasing Agent issued RFQ-26-049 Expand Pool Lead Assistance Program: Residential Lead Remediation and Abatement Services (hereafter “RFQ-26-049”), seeking qualifications for a pool of qualified contractors to provide professional residential lead remediation and abatement services for residents of the County; and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, the County’s request for qualifications is a fair and open process, specifically, the qualifications for RFQ-26-046 and RFQ-26-049 are publicly advertised, awarded under a process that provides for public solicitation of qualifications, established the basis of an award and disclosure process documented in writing prior to any solicitation, and is publicly opened and announced when awarded; and

**WHEREAS**, Pow/R/Save Inc. of Clifton, NJ, Optimum Environmental Solutions LLC of Union, NJ, Trinity Property Preservation of East Orange, NJ, and BGI Resources International Corp. of Cherry Hill, NJ, submitted proposals to RFQ-26-046 Lead Assistance Program: Residential Lead Remediation and Abatement Services, which were reviewed by the Evaluation and Review Committee and are being recommended for qualification by the Board to be used to provide residential lead remediation and abatement services for the Division;

**WHEREAS**, CPC Environmental Services Corp. of Newark, NJ and Artistic Building Trades LLC of Union, NJ, submitted proposals to RFQ-26-049 Expand Pool Lead Assistance Program: Residential Lead Remediation and Abatement Services for the Division, which were reviewed by the Evaluation and Review Committee and are being recommended for qualification by the Board; and

**WHEREAS**, the terms of the contracts awarded through both of these RFQs are January 1, 2026, through December 31, 2026; and

**WHEREAS**, the Director of the Division is requesting that the Board qualify and authorize an award of contract in an amount not to exceed One million two hundred thousand and 00/100 (\$1,200,000.00) dollars to the vendors named above and be appropriated by the Board on an as-needed basis for the period January 1, 2026, through December 31, 2026; and

**WHEREAS**, funds are available in Account Nos. G-01-41-709-023-213 for the amount of \$800,000.00, and G-01-41-709-024-213 for the amount of \$400,000.00, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., vendors executed the

Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying the vendor is not involved in prohibited activities in Russia and Belarus, and the County confirmed vendor is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, this matter was discussed at the December 2, 2025, meeting of the Health and Human Services Committee and is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5, et seq., the Board of County Commissioners of the County of Passaic (hereafter "Board") is qualifying and awarding contracts to Pow/R/Save Inc. of Clifton, NJ, Optimum Environmental Solutions LLC of Union, NJ, Trinity Property Preservation of East Orange, NJ, and BGI Resources International Corp. of Cherry Hill, NJ, to provide residential lead remediation and abatement services under RFQ-26-046; is qualifying and awarding contracts to CPC Environmental Services Corp. of Newark, NJ and Artistic Building Trades LLC of Union, NJ to provide residential lead remediation and abatement services under RFQ-26-049, for the period January 1, 2026 through December 31, 2026.

**LET IT BE FURTHER RESOLVED**, that the Board is appropriating an amount not to exceed One million two hundred thousand and 00/100 (\$1,200,000.00) dollars to be used on an as-needed basis for contracts entered into under RFQ-26-046 and RFQ-26-049 during the period January 1, 2026, through December 31, 2026.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board shall print in the official newspaper a brief notice stating the nature, duration, service, and amount of the contracts to Pow/R/Save Inc. of Clifton, NJ, Optimum Environmental Solutions LLC of Union, NJ, Trinity Property Preservation of East Orange, NJ, BGI Resources International Corp. of Cherry Hill, NJ, CPC Environmental Services Corp. of Newark, NJ, and Artistic Building Trades LLC of Union, NJ and maintain a copy of the Resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Director of the Board, the Clerk to the Board, County Counsel, Director to the Weatherization & Home Energy Division, and Purchasing Agent are authorized to execute an agreement and take any other steps necessary to carry out the purpose of this Resolution.

JDP

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$1,200,000.00

APPROPRIATION: G-01-41-709-023-213 - \$800,000.00  
G-01-41-709-024-213 - \$400,000.00

PURPOSE: Award contracts to Pow/R/Save Inc., Optimum Environmental Solutions LLC, Trinity Property Preservation, and BGI Resources International Corp. to provide residential lead remediation and abatement services under RFQ-26-046; and award contracts to CPC Environmental Services Corp. and Artistic Building Trades LLC to provide residential lead remediation and abatement services under RFQ-26-049.



Richard Cahill, Director of Finance

DATED: December 9, 2025

### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

OR

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

(Attach Additional Sheets if Necessary.)

<p>Signature of Vendor's Authorized Representative <u>S. Header</u></p>	<p>Date <u>10/2/25</u></p>
<p>Print Name and Title of Vendor's Authorized Representative <u>Sharon Header President</u></p>	<p>Vendor's FEIN, EIN, or FTIN <u>22 2351 924</u></p>
<p>Vendor's Name (i.e. Company Name) <u>POWR/SAVE</u></p>	<p>Vendor's Phone Number <u>(973) 470-0200</u></p>
<p>Vendor's Address (Street Address) <u>15 Somerset Pl</u></p>	<p>Vendor's Fax Number <u>(973) 470-8997</u></p>
<p>Vendor's Address (City/State/Zip Code) <u>Clifton NJ 07012</u></p>	<p>Vendor's Email Address <u>Sharonheader@powr/save.com</u></p>

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262f(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

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#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

OR

OR

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

*Emmanuel Chobbi*

Signature of Vendor's Authorized Representative

EMMANUEL CHOBBI

Print Name and Title of Vendor's Authorized Representative

Optimum Environmental Solutions, LLC

Vendor's Name (i.e. Company Name)

2717 LINWOOD ROAD

Vendor's Address (Street Address)

UNION, NJ 07083

Vendor's Address (City/State/Zip Code)

(Attach Additional Sheets if Necessary.)

5/10/2025

Date

45-4549673

Vendor's FEIN, EIN, or PTIN

908-418-2737

Vendor's Phone Number

Vendor's Fax Number

optimumenvironmental@gmail.com

Vendor's Email Address

#### Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(o)(3) of the International Financial Institutions Act, 22 U.S.C. 262f(o)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*



OR



OR



- A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

(Attach Additional Sheets if Necessary.)

Manuela Gonzalez  
Signature of Vendor's Authorized Representative

Manuela Gonzalez Owner  
Print Name and Title of Vendor's Authorized Representative

Trinity Property Reservation  
Vendor's Name (i.e. Company Name)

22 Morse Avenue  
Vendor's Address (Street Address)

East Orange, NJ 07017  
Vendor's Address (City/State/Zip Code)

10.10.25  
Date

83-1576818  
Vendor's FEIN, EIN, or FTIN

973-710-10048  
Vendor's Phone Number

matnateo1@gmail.com  
Vendor's Fax Number

matnateo1@gmail.com  
Vendor's Email Address

#### Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

- A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

**(Attach Additional Sheets if Necessary.)**

H. K. ARPAJ  
Signature of Vendor's Authorized Representative

H. K. ARPAJ  
Print Name and Title of Vendor's Authorized Representative

BGI RESOURCES INTL CORP  
Vendor's Name (i.e. Company Name)

80 BARCLAY SHOPPING CENTER, STE 2  
Vendor's Address (Street Address)

CHERRY HILL NJ 08034  
Vendor's Address (City/State/Zip Code)

10/9/2025  
Date

273366097  
Vendor's FEIN, EIN, or FTIN

856 888 2396  
Vendor's Phone Number

256 685 7895  
Vendor's Fax Number

BGIRESOURCESINTL@GMAIL.COM  
Vendor's Email Address

#### Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking doberman or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

OR

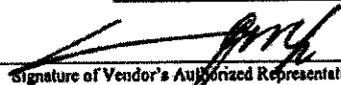
A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

[Empty rectangular box for detailed description of activity]

  
\_\_\_\_\_  
Signature of Vendor's Authorized Representative  
**Mr. Chika Onwukaife, Member**  
\_\_\_\_\_  
Print Name and Title of Vendor's Authorized Representative  
**CPC Environmental Services Corp.**  
\_\_\_\_\_  
Vendor's Name (i.e. Company Name)  
**142 North 13th Street**  
\_\_\_\_\_  
Vendor's Address (Street Address)  
**Newark, NJ 07107**  
\_\_\_\_\_  
Vendor's Address (City/State/Zip Code)

**(Attach Additional Sheets if Necessary.)**

**10.27.25**  
\_\_\_\_\_  
Date  
**26-2293526**  
\_\_\_\_\_  
Vendor's FEIN, EIN, or FTIN  
**973-390-2416**  
\_\_\_\_\_  
Vendor's Phone Number  
\_\_\_\_\_  
Vendor's Fax Number  
**capen500@hotmail.com**  
\_\_\_\_\_  
Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

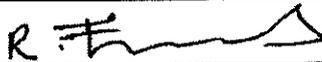
Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

- A.** That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- B.** That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- C.** That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.



Signature of Vendor's Authorized Representative

Robert Fredericks - Owner/CEO

Print Name and Title of Vendor's Authorized Representative

ARTISTIC BUILDING TRADES LLC

Vendor's Name (i.e. Company Name)

8 ELBERSON COURT

Vendor's Address (Street Address)

UNION NJ 07083

Vendor's Address (City/State/Zip Code)

(Attach Additional Sheets if Necessary.)

10/30/2025

Date

11-3649874

Vendor's FEIN, EIN, or FTIN

808-208-8141 or 808-436-8403

Vendor's Phone Number

908-325-1699

Vendor's Fax Number

abt@artisticbuild.com

Vendor's Email Address

#### Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262f(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

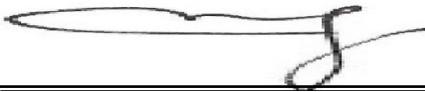
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE USE OF 22nd CENTURY TECHNOLOGIES, INC.  
 FOR TEMPORARY STAFFING SERVICES FOR THE DEPARTMENT OF HEALTH SERVICES,  
 PURSUANT TO N.J.S.A. 40A:11-12, ET.SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 HEALTH

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	28.
CAF#	G-01-41-772-021-PE1
Purchase Req. #	
Result	

Health and Human Services

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE USE OF 22nd CENTURY TECHNOLOGIES, INC. FOR TEMPORARY STAFFING SERVICES FOR THE DEPARTMENT OF HEALTH SERVICES, PURSUANT TO N.J.S.A. 40A:11-12, ET.SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic (hereafter “Board”) is vested with decision-making powers on behalf of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-12, et.seq., the County may, without advertising for bids or having rejected all bids obtained pursuant to advertising thereof, purchase any goods or services under any contract(s) for such goods or services entered into by the State of New Jersey, Department of the Treasury, Division of Purchase and Property; and

**WHEREAS**, the Director/Health Officer is requesting a Resolution authorizing the use of temporary staffing services for the Passaic County Health Department; and

**WHEREAS**, 22nd Century Technologies, Inc. submitted competitive pricing for temporary staffing services under State Contract No. 23-GNSV1-35293 in the amount of \$17,500.00; and

**WHEREAS**, funds are available in Account No. G-01-41-772-021-PE1 or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s); and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., vendor executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying the vendor is not involved in prohibited activities in Russia and Belarus, and the County confirmed vendor is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, this matter was discussed at the November 12, 2025, meeting of the Health and Human Services Committee and is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-12, et.seq., the Board of County Commissioners of the County of Passaic authorizes the use of temporary staffing services from 22nd Century Technologies, Inc. in the amount of \$17,500.00 for the Passaic County Health Department as set forth above; and

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, and Purchasing Agent, Director of Health Services, and Director of the Board are authorized to take any other steps necessary to carry out the purpose of this Resolution.

JDP

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$17,500.00

APPROPRIATION: G-01-41-772-020-PE1

PURPOSE: Award contract to 22<sup>nd</sup> Century Technologies, Inc. for temporary staffing services for the Department of Health Services.



---

Richard Cahill, Director of Finance

DATED: December 9, 2025



### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the Department of the Treasury finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Attach Additional Sheets If Necessary.)

Isha Sharma  
Signature of Vendor's Authorized Representative  
Isha Sharma, Contracts Manager  
Print Name and Title of Vendor's Authorized Representative  
22nd Century Technologies, Inc.  
Vendor's Name  
8251 Greensboro Drive, Suite 900  
Vendor's Address (Street Address)  
McLean, VA 22102  
Vendor's Address (City/State/Zip Code)

11/11/2025  
Date  
22-3502121  
Vendor's FEIN  
571-442-0572  
Vendor's Phone Number  
N/A  
Vendor's Fax Number  
Contracts@tscti.com  
Vendor's Email Address

<sup>1</sup> Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION EXERCISING THE SECOND ONE-YEAR OPTION TO TABLE TO TABLE, INC. TO PROVIDE FOOD COORDINATION AND DISTRIBUTION SERVICES TO FOOD PANTRIES IN THE UPPER PASSAIC COUNTY AREA UNDER RFP-24-034 FOR THE 2026 CALENDAR YEAR, PURSUANT TO N.J.S.A. 40A:11-4.1, ET.SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 HUMAN SERVICES

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	29.
CAF#	6-01-27-160-001-213
Purchase Req. #	
Result	

Health and Human Services

COMMITTEE NAME

**RESOLUTION EXERCISING THE SECOND ONE-YEAR OPTION TO TABLE TO TABLE, INC. TO PROVIDE FOOD COORDINATION AND DISTRIBUTION SERVICES TO FOOD PANTRIES IN THE UPPER PASSAIC COUNTY AREA UNDER RFP-24-034 FOR THE 2026 CALENDAR YEAR, PURSUANT TO N.J.S.A. 40A:11-4.1, ET.SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereinafter “Board”) is vested with decision making powers on behalf of the County; and

**WHEREAS**, the Department of Human Services (hereafter “Department”) is an umbrella social service agency concerned with planning and funding services for the County’s disadvantaged and homeless citizens; and

**WHEREAS**, the Director of the Department is requesting a resolution exercising the second one-year option to renew under RFP-24-034 and pursuant to Resolution 24-937, dated October 22, 2024, and Resolution R-24-1210, dated December 30, 2024, to Table to Table, Inc. to provide food coordination and distribution services to food pantries in the upper Passaic County area in calendar year 2026 (January 1 - December 31, 2026) in an amount not to exceed \$80,000.00; and

**WHEREAS**, funds are available in Account No. 6-01-27-160-001-213, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in 2025 and/or subsequent years’ County budget(s); and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., vendors executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying the vendor is not involved in prohibited activities in Russia and Belarus, and the County confirmed vendor is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, this matter was discussed at the December 2, 2025, meeting of the Health and Human Services Committee is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-4.1 et seq., the Board of County Commissioners of the County of Passaic (hereafter “Board”) hereby authorizes exercising the second one-year option to renew under RFP-24-034 and pursuant to Resolution 24-937, dated October 22, 2024 and Resolution R-24-1210, dated December 30, 2024, to Table to Table, Inc. to provide food coordination and distribution services to food pantries in the upper Passaic County area in calendar year 2026 (January 1 - December 31, 2026) in the total amount of \$80,000.00; and

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, Director of the Board, and Director of the Department are authorized to take any action necessary to carry out the purpose of this Resolution.

JDP

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$80,000.00

APPROPRIATION: \*Contingent upon availability of funds in 2026 adopted budget

PURPOSE: Award contract to Table to Table, Inc. to provide food coordination and distribution services to food pantries in the upper Passaic County area in calendar year 2026.



---

Richard Cahill, Director of Finance

DATED: December 9, 2025



### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

**SHORT DESCRIPTION** Food Distribution to Pantries- Upper Passaic County  
**REQUISITION No./CONTRACT No.** RFP-034

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify

*(Check the Appropriate Box)*

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

**(Attach Additional Sheets if Necessary.)**

**Heather Thompson**

Digitally signed by Heather Thompson  
Date: 2025.11.21 15:57:10 -05'00'

**11/21/2025**

Signature of Vendor's Authorized Representative

Date

**Heather Thompson, Executive Director**

**22-3646125**

Print Name and Title of Vendor's Authorized Representative

Vendor's FEIN, EIN or FTIN

**Table to Table, Inc.**

**201-944-1525**

Vendor's Name

Vendor's Phone Number

**160 Pehle Avenue, Suite 303**

Vendor's Address (Street Address)

Vendor's Fax Number

**Saddle Brook, NJ 07663**

**info@tabletotable.org**

Vendor's Address (City/State/Zip Code)

Vendor's Email Address

#### Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 2621(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

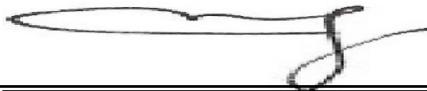
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION EXERCISING THE SECOND ONE-YEAR OPTION TO VARIOUS AGENCIES TO PROVIDE FOOD DISTRIBUTION SERVICES TO PASSAIC COUNTY RESIDENTS IN CALENDAR YEAR 2026, FROM JANUARY 1, 2026, TO DECEMBER 31, 2026, UNDER RFP-24-010, PURSUANT TO N.J.S.A. 40A:11-4.1, ET.SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 HUMAN SERVICES

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	30.
CAF#	6-01-27-160-001-213
Purchase Req. #	
Result	

Health and Human Services

COMMITTEE NAME

**RESOLUTION EXERCISING THE SECOND ONE-YEAR OPTION TO VARIOUS AGENCIES TO PROVIDE FOOD DISTRIBUTION SERVICES TO PASSAIC COUNTY RESIDENTS IN CALENDAR YEAR 2026, FROM JANUARY 1, 2026, TO DECEMBER 31, 2026, UNDER RFP-24-010, PURSUANT TO N.J.S.A. 40A:11-4.1, ET.SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereinafter “Board”) is vested with decision making powers on behalf of the County; and

**WHEREAS**, the Department of Human Services (hereafter “Department”) is an umbrella social service agency concerned with planning and funding services for the County’s disadvantaged and homeless citizens; and

**WHEREAS**, the Director of the Department is requesting a resolution to exercise the second option year to renew under RFP 24-010 to CUMAC ECHO, Inc. to provide food distribution services to County of Passaic residents for an amount not to exceed seventy-three thousand five hundred and 00/100 (\$73,500.00) dollars for calendar year 2026, from January 1, 2026 to December 31, 2026; the original award was authorized under R-24-41, dated February 2, 2024; the first option year award was authorized under R-24-1205, dated December 30, 2024;

**WHEREAS**, the Director of the Department is also requesting a resolution to extend the second option year to renew under RFP 24-010 to CUMAC ECHO, Inc. and New Hope Community Ministries, a NJ non-profit corporation, to provide food pantry services to Passaic County residents in the amount not to exceed twelve thousand five hundred and 00/100 (\$12,500.00) dollars each for calendar year 2026, from January 1, 2026 to December 31, 2026; and

**WHEREAS**, the awards are as follows:

CUMAC ECHO, Inc. - \$73,500.00;

CUMAC ECHO, Inc. - \$12,500.00;

New Hope Community Ministries - \$12,500.00 for a total award amount of \$98,500.00; and

**WHEREAS**, funds are available in Account No. 6-01-27-160-001-213 or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in 2025 and/or subsequent years’ County budget(s); and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., vendors executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying the vendor is not involved in prohibited activities in Russia and Belarus, and the County confirmed vendor is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, this matter was discussed at the December 2, 2025, meeting of the Health and Human Services Committee is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-4.1 et seq., the Board of County Commissioners of the County of Passaic (hereafter “Board”) hereby authorizes exercising the second one-year option to renew under RFP-24-010 to CUMAC ECHO, Inc. to provide food distribution services to County of Passaic residents for an amount not to exceed \$73,500.00 for calendar year 2026 and to exercise the second option year to renew under RFP-24-010 to CUMAC ECHO, Inc. and New Hope Community Ministries for an amount not to exceed \$12,500.00 each for calendar year 2026 for the total amount of \$98,500.00; and

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, Director of the Board, and Director of the Department are authorized to take any action necessary to carry out the purpose of this Resolution.

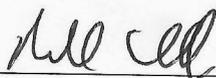
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$98,500.00

APPROPRIATION: \*Contingent upon availability of funds in 2026 adopted budget

PURPOSE: Award contracts to CUMAC ECHO, Inc., and New Hope Community Ministries, a NJ non-profit corporation, to provide food pantry services to Passaic County residents.

  
Richard Cahill, Director of Finance

DATED: December 9, 2025



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

SHORT DESCRIPTION Food Distribution

REQUISITION No./CONTRACT No. RFP-24-010

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionsssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

*(Attach Additional Sheets if Necessary.)*

Signature of Vendor's Authorized Representative

Jessica Padilla Gonzalez, CEO

Print Name and Title of Vendor's Authorized Representative

CUMAC

Vendor's Name

223 Ellison St

Vendor's Address (Street Address)

Paterson, NJ 07505

Vendor's Address (City/State/Zip Code)

11/20/2025

Date

22-2657737

Vendor's FEIN, EIN or FTIN

(973) 742-5518

Vendor's Phone Number

Vendor's Fax Number

jpgonzalez@cumacecho.org

Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

SHORT DESCRIPTION Food Pantry Services  
REQUISITION No./CONTRACT No. RFP-24-010

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

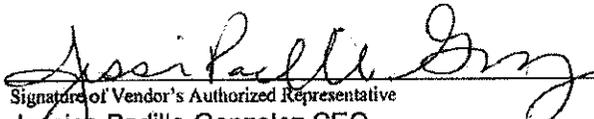
**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

- A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

*(Attach Additional Sheets if Necessary.)*

  
\_\_\_\_\_  
Signature of Vendor's Authorized Representative  
**Jessica Padilla Gonzalez, CEO**  
\_\_\_\_\_  
Print Name and Title of Vendor's Authorized Representative  
**CUMAC**  
\_\_\_\_\_  
Vendor's Name  
**223 Ellison St**  
\_\_\_\_\_  
Vendor's Address (Street Address)  
**Paterson, NJ 07505**  
\_\_\_\_\_  
Vendor's Address (City/State/Zip Code)

\_\_\_\_\_  
11/20/2025  
Date  
\_\_\_\_\_  
22-2657737  
Vendor's FBIN, EIN or FTIN  
\_\_\_\_\_  
(973) 742-5518  
Vendor's Phone Number  
\_\_\_\_\_  
(973) 742-5518  
Vendor's Fax Number  
\_\_\_\_\_  
jpgonzalez@cumacecho.org  
Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

**SHORT DESCRIPTION** Food Pantry Services

**REQUISITION No./CONTRACT No.** RFP-24-010

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

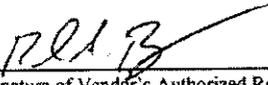
OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

**(Attach Additional Sheets if Necessary.)**

  
Signature of Vendor's Authorized Representative

Philip A. Beverly  
Print Name and Title of Vendor's Authorized Representative

New Hope Community Ministries A NJ Nonprofit Corp  
Vendor's Name

331 N 11th St  
Vendor's Address (Street Address)

Prospect Park, NJ 07508  
Vendor's Address (City/State/Zip Code)

11/20/2025  
Date

202893390  
Vendor's FEIN, EIN or FTIN

973-942-4059  
Vendor's Phone Number

N/A  
Vendor's Fax Number

phil@newhopecmnj.org  
Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION EXERCISING THE THIRD AND FINAL OPTION YEAR TO RENEW UNDER RFP-23-004 TO APPROVED VENDORS TO PROVIDE HOME ASSISTANCE SERVICES AND SERVICES FOR THE DISABLED IN CALENDAR YEAR 2026, PURSUANT TO N.J.S.A. 40A:11-4.1, ET.SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 HUMAN SERVICES

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REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	31.
CAF#	6-01-30-204-006-213
Purchase Req. #	
Result	

Health and Human Services

COMMITTEE NAME

**RESOLUTION EXERCISING THE THIRD AND FINAL OPTION YEAR TO RENEW UNDER RFP-23-004 TO APPROVED VENDORS TO PROVIDE HOME ASSISTANCE SERVICES AND SERVICES FOR THE DISABLED IN CALENDAR YEAR 2026, PURSUANT TO N.J.S.A. 40A:11-4.1, ET.SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereinafter “Board”) is vested with decision making powers on behalf of the County; and

**WHEREAS**, the Department of Human Services (hereafter “Department”) is an umbrella social service agency concerned with planning and funding services for the County’s disadvantaged and homeless citizens; and

**WHEREAS**, the Board approved an original award by Resolution No. R-22-1210, dated December 27, 2022, the first option year by Resolution R-23-1143, dated December 12, 2023, and the second option year by Resolution R-24-1209, dated December 30, 2024, authorizing funding to the following agencies to provide home assistance services and services for the disabled in the total amount of \$158,000.00, as follows under RFP-23-004:

HomeCare Options - \$50,000.00  
The ARC of Bergen and Passaic Counties, Inc. - \$54,000.00  
DIAL, Inc. - \$54,000.00

**WHEREAS**, the Director of the Department is requesting that the third and final option year to renew under RFP-23-004 be exercised to the agencies listed above in the amount of one hundred fifty-eight thousand and 00/100 (\$158,000.00) to provide home assistance services and services for the disabled; and

**WHEREAS**, funds are available in Account No. 6-01-30-204-006-213, any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in 2025 and/or subsequent years’ County budget(s); and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., vendors executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying the vendor is not involved in prohibited activities in Russia and Belarus, and the County confirmed vendor is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, this matter was discussed at the December 2, 2025, meeting of the Health and Human Services Committee is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-4.1 et seq., the Board of County Commissioners of the County of Passaic (hereafter “Board”) hereby exercises the third and final option year to renew under RFP-23-004 to the following agencies to provide home assistance services and services for the disabled in calendar year 2026 (January 1 - December 31, 2026) in the total amount of 158,000.00:

HomeCare Options - \$50,000.00  
The ARC of Bergen and Passaic Counties, Inc. - \$54,000.00  
DIAL, Inc. - \$54,000.00

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, Director of the Board, and Director of the Department are authorized to take any action necessary to carry out the purpose of this Resolution.

JDP

December 9, 2025

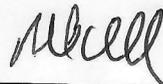
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$158,000.00

APPROPRIATION: \*Contingent upon availability of funds in 2026 adopted budget

PURPOSE: Award contracts to HomeCare Options, The ARC of Bergen and Passaic Counties, Inc., and DIAL, Inc. to provide home assistance services and services for the disabled in calendar year 2026.



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Richard Cahill, Director of Finance

DATED: December 9, 2025

County of Passaic  
Board of County Commissioners



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

**SHORT DESCRIPTION** Homecare Options - Personal Care - Disabled Adults

**REQUISITION No./CONTRACT No.** RFP-25-002

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

[Empty box for detailed description of activity]

**(Attach Additional Sheets if Necessary.)**

*Andrew Van Orden*

Signature of Vendor's Authorized Representative

Andrew Van Orden

Print Name and Title of Vendor's Authorized Representative

Homecare Options, INC

Vendor's Name

2000 Siena Village

Vendor's Address (Street Address)

Wayne, NJ , 07470

Vendor's Address (City/State/Zip Code)

Date

221589210

Vendor's FEIN, EIN or FTIN

201-897-5550

Vendor's Phone Number

973-523-5228

Vendor's Fax Number

hco@christianhealthnj.org

Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

**SHORT DESCRIPTION** Aid to Disabled Children

**REQUISITION No./CONTRACT No.** RFP-23-004

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

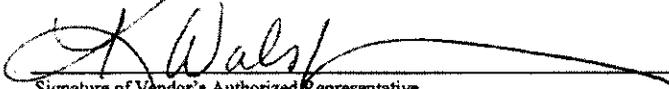
OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

*(Attach Additional Sheets if Necessary.)*

  
\_\_\_\_\_  
Signature of Vendor's Authorized Representative  
**Kathy Walsh President/CEO**  
\_\_\_\_\_  
Print Name and Title of Vendor's Authorized Representative  
**The Arc of Bergen and Passaic Counties**  
\_\_\_\_\_  
Vendor's Name  
**223 Moore Street**  
\_\_\_\_\_  
Vendor's Address (Street Address)  
**Hackensack, NJ 07601**  
\_\_\_\_\_  
Vendor's Address (City/State/Zip Code)

\_\_\_\_\_  
Date  
**11/20/2025**  
\_\_\_\_\_  
Vendor's FEIN, EIN or FTIN  
**22-1620254**  
\_\_\_\_\_  
Vendor's Phone Number  
**201-343-0322**  
\_\_\_\_\_  
Vendor's Phone Number  
**201-343-0972**  
\_\_\_\_\_  
Vendor's Fax Number  
**kwalsh@arcbp.com**  
\_\_\_\_\_  
Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

**SHORT DESCRIPTION** Aid to Disabled Adults

**REQUISITION No./CONTRACT No.** RFP-23-004

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

*(Attach Additional Sheets if Necessary.)*

Signature of Vendor's Authorized Representative

John Petix, Jr., Executive Director

Print Name and Title of Vendor's Authorized Representative

DIAL Inc.

Vendor's Name

2 Prospect Village Plaza, Floor 1

Vendor's Address (Street Address)

Clifton, NJ 07013

Vendor's Address (City/State/Zip Code)

11/22/2025

Date

22-2311687

Vendor's FEIN, EIN or FTIN

(973) 470-8090

Vendor's Phone Number

(973) 470-8171

Vendor's Fax Number

jpetix@dial-cil.org

Vendor's Email Address

Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION INCREASING CONTRACT CEILING TO NEW HOPE INTEGRATED BEHAVIORAL HEALTHCARE, INC. UNDER RFP-22-005 FOR THE DEPARTMENT OF HUMAN SERVICES, DIVISION OF MENTAL HEALTH AND ADDICTION SERVICES, TO PROVIDE RESIDENTIAL TREATMENT SERVICES FOR PASSAIC COUNTY RESIDENTS FOR THE REMAINDER OF CALENDAR YEAR 2025, PURSUANT TO N.J.A.C. 5:30-11.6, ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 HUMAN SERVICES

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	32.
CAF#	5-01-27-162-002-213
Purchase Req. #	
Result	

Health and Human Services

COMMITTEE NAME

**RESOLUTION INCREASING CONTRACT CEILING TO NEW HOPE INTEGRATED BEHAVIORAL HEALTHCARE, INC. UNDER RFP-22-005 FOR THE DEPARTMENT OF HUMAN SERVICES, DIVISION OF MENTAL HEALTH AND ADDICTION SERVICES, TO PROVIDE RESIDENTIAL TREATMENT SERVICES FOR PASSAIC COUNTY RESIDENTS FOR THE REMAINDER OF CALENDAR YEAR 2025, PURSUANT TO N.J.A.C. 5:30-11.6, ET SEQ.**

**WHEREAS**, the County of Passaic (the “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic (hereinafter the “Board”) are vested with decision making powers on behalf of the County; and

**WHEREAS**, the Department of Human Services (hereafter “Department”), Division of Mental Health and Addiction Services, provides addiction prevention and recovery support services for Passaic County residents; and

**WHEREAS**, by Resolution No. R-24-1127, dated December 10, 2024, the Board authorized the award of fifty-nine thousand four hundred and 00/100 (\$59,400.00) dollars to New Hope Integrated Behavioral Healthcare, Inc. to provide residential treatment services for Passaic County residents, under RFP-22-005; and

**WHEREAS**, due to the identification of four (4) additional eligible youths from Passaic County, the Director of the Department is requesting a Resolution to increase the contract ceiling of award to New Hope Integrated Behavioral Healthcare, Inc. by \$19,520.00 for Calendar Year 2025; and

**WHEREAS**, this funding revision ensures continuity of care and appropriate residential placement for the additional County youths identified in need of short-term stabilization and treatment services; and

**WHEREAS**, this adjustment will bring the total award amount to \$78,920.00 for New Hope Integrated Behavioral Healthcare, Inc.; and

**WHEREAS**, pursuant to N.J.A.C. 5:30-11.6, the County can authorize contract modifications for professional services and extraordinary unspecifiable services, when the change is within the scope of activities of the original contract, and not for the purpose of undertaking new or different work or projects; and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., vendor executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying the vendor is not involved in prohibited activities in Russia and Belarus, and the County confirmed vendor is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, funds are available in Account No. 5-01-27-162-002-213 or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the December 2, 2025, meeting of the Health and Human Services Committee and is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.A.C. 5:30-11.6, et seq., the Board of County Commissioners of the County of Passaic (hereafter “Board”) hereby authorizes the Department of Human Services, Division of Mental Health and Addiction Services, to increase the contract ceiling of the award under RFP-22-005 for New Hope Integrated Behavioral Healthcare, Inc. by \$19,520.00 for a total award amount of \$78,920.00 to provide residential treatment services for Passaic County residents for the remainder of Calendar Year 2025; and

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, the Director of the Board, and Chief Financial Officer for the County of Passaic are authorized to take

all necessary action to carry out the purpose of this resolution.

JDP

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$19,520.00

APPROPRIATION: 5-01-27-162-002-213

PURPOSE: Authorize increase in award to New Hope Integrated Behavioral Healthcare, Inc. to provide residential treatment services for Passaic County residents for the remainder of Calendar Year 2025.



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Richard Cahill, Director of Finance

DATED: December 9, 2025



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

**SHORT DESCRIPTION** RFP-22-005 COUNTY COMPREHENSIVE PLAN FOR ADDICTION SERVICES  
**REQUISITION No./CONTRACT No.** RFP-22-005

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

- A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
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- C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

*(Attach Additional Sheets if Necessary.)*

Signature of Vendor's Authorized Representative

**David Roden, LCSW, LCADC, President & COO**

Print Name and Title of Vendor's Authorized Representative

**New Hope Integrated Behavioral Health Care**

Vendor's Name

**80 Conover Road**

Vendor's Address (Street Address)

**Marlboro, NJ 07746**

Vendor's Address (City/State/Zip Code)

**November 24, 2025**

Date

**22-2116914**

Vendor's FEIN, EIN or FTIN

**732-946-3030 x2251**

Vendor's Phone Number

**732-946-4891**

Vendor's Fax Number

**drodan@newhopeibhc.org**

Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with any entity described in paragraph (1) or (2).

# County of Passaic

## Board of County Commissioners



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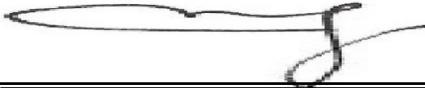
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AGREEMENT WITH EXCELL CLINICAL LABORATORY, INC. FOR PROVISION OF HEALTH SCREENING SERVICES AT SMAC BLOOD TEST EVENT IN WEST MILFORD, PURSUANT TO N.J.S.A. 40:20-1

THIS RESOLUTION WAS REQUESTED BY:  
 HEALTH

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	33.
CAF#	
Purchase Req. #	
Result	

Health and Human Services

COMMITTEE NAME

**RESOLUTION AUTHORIZING AGREEMENT WITH EXCELL CLINICAL LABORATORY, INC. FOR PROVISION OF HEALTH SCREENING SERVICES AT SMAC BLOOD TEST EVENT IN WEST MILFORD, PURSUANT TO N.J.S.A. 40:20-1**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, the Department of Health Services (“Department”) is responsible for protecting and promoting the health of approximately 525,000 residents of the County; and

**WHEREAS**, pursuant to a shared services agreement between the County and the Township of West Milford (“Township”), the Department serves as the public health agency for the Township; and

**WHEREAS**, at the request of the Township, the Department is organizing a health screening event to be held at the West Milford Municipal Building at 1480 Union Valley Road in West Milford on January 26, 2026 (“Event”), which will allow residents to receive Sequential Multiple Analyte Chemistry (“SMAC”) blood tests and other health screening services; and

**WHEREAS**, because the Department itself lacks the resources to provide SMAC tests, the Director of the Department is seeking authorization to enter into a health screening event agreement with Excell Clinical Laboratory, Inc. (“Excell”), attached hereto and made a part of this Resolution, pursuant to which Excell will provide SMAC tests and other health screening services to residents at the Event, with the cost of such screening services to be paid for by the individuals receiving such tests, or their health insurance; and

**WHEREAS**, this matter was discussed at the December 2, 2025, meeting of the Health and Human Services Committee and being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic hereby authorizes the execution of the attached health screening event agreement with Excell Clinical Laboratory, Inc. concerning the provision of SMAC blood tests and other health screening services at the Event.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, Director of the Department, and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

NB

December 9, 2025

## HEALTH SCREENING EVENT AGREEMENT

**THIS HEALTH SCREENING EVENT AGREEMENT** (hereafter "Agreement") is made on this 9<sup>th</sup> day of December 2025, by and between Excell Clinical Laboratory, Inc. ("Provider") with its principal place of business at 95 Dermody Street, Cranford, New Jersey 07016, and the County of Passaic ("County"), with its principal place of business at 401 Grand Street, Paterson, New Jersey 07505; and

**WHEREAS**, the County's Department of Health Services ("Department") is organizing a health screening event, which will be held on January 26, 2026, at the West Milford Municipal Building, 1480 Union Valley Road, West Milford, New Jersey 07480 ("Health Screening Event"); and

**WHEREAS**, the Department desires for Provider to conduct health screening tests for members of the public at the Event, which shall be paid for by the individuals receiving such tests or their health insurance.

**NOW, THEREFORE**, in consideration of the mutual terms set forth herein, the County and Provider agree as follows:

1. **Incorporation of Recitals.** The recitals set forth above are incorporated herein by reference.
2. **Provider's Responsibilities.** The Provider shall be responsible for:
  - a. Conducting SMAC (Sequential Multiple Analyte Chemistry) blood tests, as well as other health screening tests and services listed in Appendix A of this Agreement, for patients at the Event (collectively, "Health Screening Services").
  - b. Screening patients and collecting payments and/or insurance information.
3. **County's Responsibilities.** The County shall be responsible for:
  - a. Organizing and advertising the Event, including preparation of promotional materials.
  - b. Making appointments for individuals who wish to receive Health Screening Services from Provider at the Event.
4. **Fees.** The Provider may collect fees from patients who receive health screening tests and services at the Event, at the rates set forth in Appendix A of this Agreement.
5. **Term of Agreement; Termination.** This Agreement shall expire at the conclusion of the Event, unless terminated earlier by either party. Either party, with or without cause, may terminate this Agreement by providing written notice of termination to the other party at least seven (7) days prior to the Event.

6. **Compliance with Laws and Regulations.** The County and Provider agree that each party 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.
7. **Insurance.** Provider shall, during the term of this Agreement, procure and maintain medical professional liability insurance coverage in the minimum amount of one million dollars (\$1,000,000) per claim and three million dollars (\$3,000,000) in the aggregate, as well as commercial general liability insurance coverage in the minimum amount of one million dollars (\$1,000,000) per claim and three million dollars (\$3,000,000) in the aggregate. Provider shall name the County as an additional insured on each of the above policies, and shall deliver a certificate of insurance to the County prior to the Event.
8. **Indemnification.** Each party ("Indemnifying Party") to this Agreement agrees to indemnify, defend, and hold harmless the other party ("Indemnified Party") from and against any and all claims, damages, and liabilities, including any and all expense and costs, legal or otherwise, caused by the negligent act or omission of the Indemnifying Party, its officers, employees, subcontractors, or agents, incurred by the Indemnified Party in the investigation and defense of any claim, demand, or action arising out of the work performed under this Agreement; including breach of the Indemnifying Party of this Agreement. The Indemnifying Party shall not be liable for any claims, damages, or liabilities caused by the sole negligence of the Indemnified Party, its officers, employees, subcontractors, or agents. The Indemnified Party shall notify promptly the Indemnifying Party of the existence of any claim, demand, or other matter to which the Indemnifying Party's indemnification obligations would apply, and shall give them a reasonable opportunity to settle or defend the same at their own expense and with counsel of their own selection, provided that the Indemnified Party shall at all times also have the right to fully participate in the defense. If the Indemnifying Party, within a reasonable time after this notice, fails to take appropriate steps to settle or defend the claim, demand, or the matter, the Indemnified Party shall, upon written notice, have the right, but not the obligation, to undertake such settlement or defense and to compromise or settle the claim, demand, or other matter on behalf, for the account, and at the risk, of the Indemnifying Party. The rights and obligations of the parties under this section shall be binding upon and inure to the benefit of any successors, assigns, and heirs of the parties.
9. **Survival of Indemnity Obligations.** The indemnity obligations outlined in Section 8 hereinabove shall survive the termination or expiration of this Agreement.
10. **No Employment Relationship.** The parties agree that Provider is an independent contractor. This Agreement is not intended to and shall not be construed to create any employment relationship between the County and Provider or its employees and agents.
11. **Assignment.** The Provider may not assign its rights or obligations under this Agreement without prior written approval from the County.

12. **Waiver.** No waiver of any fault shall constitute a waiver of any default or breach whether of the same or other covenant or condition. No waiver, benefit, privilege or service voluntarily given or performed by a party shall give the other party any contractual right by custom, estoppel or otherwise.
13. **Severability.** If any of the provisions, terms or clauses of this Agreement are declared illegal, unenforceable, or ineffective by a court of competent jurisdiction, such provisions, terms and clauses shall be deemed severable, such that the other provisions, terms and clauses contained in this Agreement shall remain valid and binding on all parties.
14. **Applicable Law.** This Agreement shall be governed exclusively by the laws of the State of New Jersey, without regard to conflict of law provisions.
15. **Exclusive Venue and Jurisdiction.** Any lawsuit or legal proceeding arising out of or relating to this Agreement shall be exclusively brought and litigated in the federal and/or state courts of the State of New Jersey. Each party expressly consents and submits to this exclusive jurisdiction and exclusive venue. Each party expressly waives the right to challenge this jurisdiction and/or venue as improper or inconvenient. Each party consents to the dismissal of any lawsuit arising out of or relating to this Agreement that is filed in any other jurisdiction or venue.
16. **Amendment; Modification.** No supplement, modification or amendment of this Agreement shall be binding unless executed in writing and signed by both parties.
17. **Authority to Enter Agreement.** Each party warrants that the individuals who have signed this Agreement have the actual legal power, right and authority to make this Agreement to bind their respective party.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their proper and duly considered officials as of the date first written above.

COUNTY OF PASSAIC

EXCELL CLINICAL LABORATORY, INC.

*Anna Zapadinsky*

---

Araceli Pintle  
Health Officer and Director

---

Anna Zapdinsky  
Operating Manager

**APPENDIX A  
HEALTH SCREENING SERVICES AND FEES**

**BASICS SCREENINGS**

FEE	TEST
\$27.00	Health Screen (Chem 23, Lipid Profile, CBC w/diff, T4
\$40.00	Health Screen 1V (Chem 23, Lipid Profile, CBC w/Diff, PSA)

**OPTIONAL SCREENINGS**

FEE	TEST
\$25.	Hepatitis B Immunity Titer
\$20.	Hepatitis C Antibody Screen
\$35.	MMR Panel (Measles, Mumps, Rubella Immunity Screen)
\$26.	Lyme Antibody Screen, Total Antibody
\$22.	TSH (thyroid Stimulating Hormone)
\$8.	T4 (Total Thyroxine)
\$8.	T3 Uptake
\$25.	PSA (Prostate Specific Antigen) Total
\$8.	Iron
\$11.	Urinalysis Screen W/Microscopy
\$34.	Homocysteine & hs-CRP (Cardiac Risk Panel)
\$22.	Vitamin D, 25 OH, Total
\$17.	Hemoglobin A1C
\$17.	Vitamin B12
\$29	Lead, Whole Blood

# County of Passaic

## Board of County Commissioners



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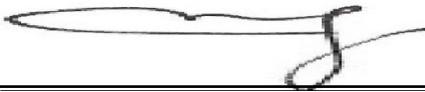
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO MXI ENVIRONMENTAL SERVICES LLC TO CONDUCT HOUSEHOLD HAZARD COLLECTION DRIVES IN THE COUNTY FOR A TWO-YEAR TERM, PURSUANT TO N.J.S.A. 40A:11-4.

THIS RESOLUTION WAS REQUESTED BY:  
 HEALTH

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/3/2025
Adopted Date	
Agenda Item	34.
CAF#	G-01-41-761-022-213
Purchase Req. #	
Result	

Health and Human Services

COMMITTEE NAME

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO MXI ENVIRONMENTAL SERVICES LLC TO CONDUCT HOUSEHOLD HAZARD COLLECTION DRIVES IN THE COUNTY FOR A TWO-YEAR TERM, PURSUANT TO N.J.S.A. 40A:11-4.**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, the Passaic County Department of Health, Division of Recycling and Natural Resources Division (“Recycling Division”) coordinates all solid waste and recycling planning functions on behalf of the County and its municipalities; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4, for every contract awarded by the County for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold established pursuant to N.J.S.A. 40A:11-3, shall be awarded by resolution of the Board to the lowest responsible bidder after public advertising for bids and bidding thereof; and

**WHEREAS**, on October 20, 2025, the Purchasing Agent issued SB-26-005, Household Hazardous Waste Collection Days for the County of Passaic (“SB-26-005”), in compliance with N.J.S.A. 40A:11-4, soliciting competitive pricing from qualified vendors to conduct household hazardous waste collection drives in the County; and

**WHEREAS**, on October 30, 2025, the Purchasing Agent unsealed responses received to SB-26-005, and MXI Environmental Services LLC was determined to be the lowest responsible bidder; and

**WHEREAS**, the Solid Waste & Recycling Programs Manager is recommending that the Board award a contract under SB-26-005 to MXI Environmental Services LLC for a two-year term beginning on January 1, 2026 and ending on December 31, 2027, for an annual amount not to exceed one hundred twenty thousand dollars (\$120,000.00) and a total amount not to exceed two hundred forty thousand dollars (\$240,000.00), with the County retaining one (1) one-year option to renew; and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, this contract is being awarded under a fair and open procurement process, which requires that a contract be: publicly advertised in sufficient time to give notice in advance of the contract; awarded under a process that provides for public solicitation of proposals or qualifications; awarded and disclosed under criteria established in writing by the public entity prior to the solicitation of proposals or qualifications; and publicly opened and announced when awarded; and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, *et seq.*, MXI Environmental Services LLC executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying that it is not involved in prohibited activities in Russia and Belarus, and the County confirmed that MXI Environmental Services LLC is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, funds are available in Account No. G-01-41-761-022-213 or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2026 and/or subsequent years’ County budget(s); and

**WHEREAS**, this matter was discussed at the December 2, 2025, meeting of the Health and Human Services Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-4, the Board of County Commissioners of the County of Passaic hereby authorizes the award of a contract under SB-26-005, Household Hazardous Waste Collection Days for the County of Passaic, to MXI Environmental Services LLC for a two-year term beginning on January 1, 2026 and ending on December 31, 2027, for an annual amount not to exceed one hundred twenty thousand dollars (\$120,000.00) and a total amount not to exceed two hundred forty thousand dollars (\$240,000.00), with the County retaining one (1) one-year option to renew, all in accordance with the terms of

SB-26-005 and the vendor's response thereto.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract awarded to MXI Environmental Services LLC and maintain a copy of this Resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, Director of the Department, and Director of the Board are authorized to take any other actions necessary to carry out the purpose of this Resolution.

NB

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$240,000.00

APPROPRIATION: G-01-41-761-023-213

PURPOSE: Award contract to MXI Environmental Services LLC to conduct household hazard collection drives in the County.



Richard Cahill, Director of Finance

DATED: December 9, 2025

**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treasury.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

X  
OR

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

**(Attach Additional Sheets if Necessary.)**

Signature of Vendor's Authorized Representative  
**Brian Potter, Managing Member**  
Print Name and Title of Vendor's Authorized Representative  
**MXI Environmental Services LLC**  
Vendor's Name (i.e. Company Name)  
**26319 Old Trail Road**  
Vendor's Address (Street Address)  
**Abingdon VA 24210**  
Vendor's Address (City/State/Zip Code)

Date  
**10/21/2025**  
Vendor's FEIN, EIN, or FTIN  
**22-3747787**  
Vendor's Phone Number  
**276-628-6636**  
Vendor's Fax Number  
**276-623-0599**  
Vendor's Email Address  
**brianp@mxiinc.com**

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

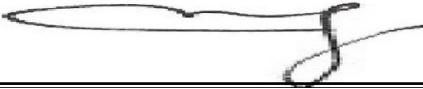
Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN INCREASE IN APPROPRIATION FOR THE CONTRACT WITH GERISCRIP, LLC, FOR PHARMACEUTICAL SERVICES AT PREAKNESSS HEALTHCARE CENTER UNDER RFP-24-036

THIS RESOLUTION WAS REQUESTED BY:  
 PREAKNESS HEALTHCARE CENTER

---

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	35.
CAF#	5-01-27-172-001-M01
Purchase Req. #	
Result	

Health and Human Services

COMMITTEE NAME

**RESOLUTION AUTHORIZING AN INCREASE IN APPROPRIATION FOR THE CONTRACT WITH GERISCRIP, LLC, FOR PHARMACEUTICAL SERVICES AT PREAKNESS HEALTHCARE CENTER UNDER RFP-24-036**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances and affairs of the County; and

**WHEREAS**, Preakness Healthcare Center (“Preakness”) is a New Jersey Department of Health licensed, 406-bed skilled nursing facility that is owned and operated by the Board, which requires pharmaceutical services for residents of Preakness; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4.3, on September 10, 2019, the Board approved Resolution No. R-20190787, authorizing competitive contracting to retain a provider of pharmaceutical services at Preakness; and

**WHEREAS**, the Purchasing Agent issued RFP-24-036, Preakness Healthcare Center Pharmaceutical Services (“RFP-24-036”) on October 2, 2024, responses to which were unsealed on October 23, 2024; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4.1, et seq., based on the recommendations of a review committee, the Board adopted Resolution No. R-24-1011 on November 18, 2024, authorizing the award of a contract to Geriscrpt, LLC in the amount of three hundred fifty thousand dollars (\$350,000.00) for the period beginning on December 1, 2024 and ending on November 30, 2026, with three (3) one-year options to renew, in accordance with RFP-24-036 and the vendor’s responses thereto; and

**WHEREAS**, the Executive Director of Preakness has advised that it is necessary to increase the appropriation for the above-described contract with Geriscrpt, LLC, in an amount not to exceed two hundred thousand dollars (\$200,000.00), resulting in a new total contract amount not to exceed five hundred fifty thousand dollars (\$550,000.00); and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., Geriscrpt, LLC executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying that it is not involved in prohibited activities in Russia and Belarus, and the County confirmed that Geriscrpt, LLC is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, funds are available in Account No. 5-01-27-172-001-M01 or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in 2025 and/or subsequent County budget(s); and

**WHEREAS**, this matter was discussed at the December 2, 2025, meeting of the Health and Human Services Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-4.1 et seq., the Board of County Commissioners of the County of Passaic (“Board”) authorizes an increase in the appropriation for the contract with Geriscrpt, LLC under RFP-24-036, Preakness Healthcare Center Pharmaceutical Services, in an amount not to exceed two hundred thousand dollars (\$200,000.00), resulting in a new total contract amount not to exceed five hundred fifty thousand dollars (\$550,000.00)

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract to Geriscrpt, LLC, and maintain a copy of this Resolution on file and available for public inspection in the Office of the Clerk to the Board; and

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, Executive Director of Preakness, Purchasing Agent, and the Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

NB

December 9, 2025

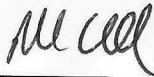
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$200,000.00

APPROPRIATION: 5-01-27-172-001-M01

PURPOSE: Authorize increase in award to Geriscript, LLC to provide Pharmaceutical Services.



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Richard Cahill, Director of Finance

DATED: December 9, 2025

### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

**SHORT DESCRIPTION** Preakness Healthcare Center Pharmaceutical Services

**REQUISITION No./CONTRACT No.** RFP-24-036

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below:

*(Attach Additional Sheets if Necessary.)*

*Morris Meisels*

Signature of Vendor's Authorized Representative

**MORRIS MEISELS**

Print Name and Title of Vendor's Authorized Representative

**GERIScript, LLC**

Vendor's Name

**220 W PARKWAY UNIT 4**

Vendor's Address (Street Address)

**POMPTON PLAINS, NJ 07444**

Vendor's Address (City/State/Zip Code)

**10/27/2025**

Date

**22-3632761**

Vendor's FEIN, EIN or FTIN

**800-209-4143**

Vendor's Phone Number

**973-835-8700**

Vendor's Fax Number

**MMEISELS@GERIScript.COM**

Vendor's Email Address

#### Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

# County of Passaic

## Board of County Commissioners



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 Deputy Director Cassandra "Sandi" Lazzara  
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**401 Grand Street**  
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Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION EXERCISING THE SECOND ONE-YEAR OPTION TO RENEW THE CONTRACT WITH AMERICAN WEAR, INC. D/B/A AMERICAN WEAR UNIFORMS FOR THE PROVISION OF UNIFORM RENTAL AND CLEANING SERVICES TO PREAKNESS HEALTHCARE CENTER, PURSUANT TO N.J.S.A. 40A:11-4, ET SEQ. AND SB-24-015

THIS RESOLUTION WAS REQUESTED BY:  
 PREAKNESS HEALTHCARE CENTER

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	36.
CAF#	6-01-27-172-001-213
Purchase Req. #	
Result	

Health and Human Services

COMMITTEE NAME

**RESOLUTION EXERCISING THE SECOND ONE-YEAR OPTION TO RENEW THE CONTRACT WITH AMERICAN WEAR, INC. D/B/A AMERICAN WEAR UNIFORMS FOR THE PROVISION OF UNIFORM RENTAL AND CLEANING SERVICES TO PREAKNESS HEALTHCARE CENTER, PURSUANT TO N.J.S.A. 40A:11-4, ET SEQ. AND SB-24-015**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, Preakness Healthcare Center (“Preakness”) is a New Jersey Department of Health licensed, 406-bed skilled nursing facility that is owned and operated by the Board; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4, et seq., the Passaic County Purchasing Agent issued SB-24-015, Preakness Healthcare Center Security Staff Uniform Rental and Cleaning (“SB-24-015”), and after responses were to SB-24-015 were unsealed on December 7, 2023, it was determined that American Wear, Inc. d/b/a American Wear Uniforms was the lowest responsible bidder; and

**WHEREAS**, American Wear, Inc. d/b/a American Wear Uniforms agreed to extend pricing under the Passaic County CO-OP #38PCCP; and

**WHEREAS**, on February 2, 2024, the Board adopted Resolution No. R-24-33, authorizing the award of a contract to American Wear, Inc. d/b/a American Wear Uniforms to provide uniform rental and cleaning services to security staff at Preakness for a one (1) year contract award, beginning on March 1, 2024 and expiring on February 28, 2025, in an amount not to exceed twenty-eight thousand six hundred dollars (\$28,600.00), with the County retaining two (2) one-year options to be exercised at the discretion of the Board; and

**WHEREAS**, on February 11, 2025, the Board passed Resolution R-25-100, exercising the first one-year renewal option under the above-described contract, for a term beginning on March 1, 2025 and expiring on February 28, 2026; and

**WHEREAS**, the Executive Director of Preakness is recommending that the Board exercise the second one-year option to renew the above-described contract with American Wear, Inc. d/b/a American Wear Uniforms for a term commencing beginning on March 1, 2026 and expiring on February 28, 2027, and an amount not to exceed twenty-two thousand dollars (\$22,000.00) during such term; and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60.1, et seq., American Wear, Inc. d/b/a American Wear Uniforms executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying that it is not involved in prohibited activities in Russia and Belarus, and the County confirmed American Wear, Inc. d/b/a American Wear Uniforms is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, funds are available in Account No. 6-01-27-172-001-213, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2026 and/or subsequent County budget(s), which is attached hereto and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the December 2, 2025, Health and Human Services Committee meeting, and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-4, et seq., the Board of County Commissioners of the County of Passaic exercises the second one-year option to renew the contract with American Wear, Inc. d/b/a American Wear Uniforms under SB-24-015 for a term commencing beginning on March 1, 2026 and expiring on February 28, 2027, and an amount not to exceed twenty-two thousand dollars (\$22,000.00) during such term.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, Purchasing Agent, Executive Director of Preakness, and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

NB

December 9, 2025

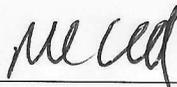
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$28,600.00

APPROPRIATION: \*Contingent upon availability of funds in 2026 adopted budget

PURPOSE: Award contract to American Wear, Inc. d/b/a American Wear Uniforms to provide uniform rental and cleaning services to security staff at Preakness.



Richard Cahill, Director of Finance

DATED: December 9, 2025

### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

**SHORT DESCRIPTION** Preakness Healthcare Center Security Staff Uniform Rental and Cleaning  
**REQUISITION No./CONTRACT No.** SB-24-015

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

**(Attach Additional Sheets if Necessary.)**

**STUART LANG**

Digitally signed by STUART LANG  
Date: 2025.11.13 13:55:09 -0500'

Signature of Vendor's Authorized Representative

**STUART LANG, CIO**

Print Name and Title of Vendor's Authorized Representative

**AMERICANWEAR, INC.**

Vendor's Name

**261 N 18TH ST**

Vendor's Address (Street Address)

**EAST ORANGE NJ 07017**

Vendor's Address (City/State/Zip Code)

**NOVEMBER 13, 2025**

Date

**22-2597470**

Vendor's FEIN, EIN or FTIN

**973-414-9200**

Vendor's Phone Number

**973-414-8440**

Vendor's Fax Number

**STUART@AMERICANWEAR.COM**

Vendor's Email Address

#### Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

# County of Passaic

## Board of County Commissioners



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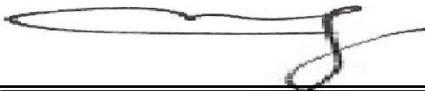
Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION QUALIFYING AND AWARDING CONTRACT FOR THE PROVISION OF INFECTION PREVENTION CONSULTANT SERVICES TO PREAKNESS HEALTH CENTER DURING THE 2026 CALENDAR YEAR, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-26-056

THIS RESOLUTION WAS REQUESTED BY:  
 PREAKNESS HEALTHCARE CENTER

---

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	37.
CAF#	6-01-27-172-001-213
Purchase Req. #	
Result	

Health and Human Services

---

COMMITTEE NAME

**RESOLUTION QUALIFYING AND AWARDING CONTRACT FOR THE PROVISION OF INFECTION PREVENTION CONSULTANT SERVICES TO PREAKNESS HEALTH CENTER DURING THE 2026 CALENDAR YEAR, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-26-056**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, Preakness Healthcare Center (“Preakness”) is a New Jersey Department of Health licensed, 406-bed skilled nursing facility that is owned and operated by the Board; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5(1), the Purchasing Agent issued RFQ-26-056, Re-Bid Infection Prevention Consultant for Preakness Healthcare Center (“RFQ-26-056”), seeking qualifications for a Board-Certified Infectious Disease Prevention Physician to provide infection prevention consultant services to Preakness, and unsealed a response from ID Care, LLC on November 14, 2025; and

**WHEREAS**, the Executive Director of Preakness is recommending that ID Care, LLC be qualified under RFQ-26-056; and

**WHEREAS**, the Executive Director of Preakness is further recommending that ID Care, LLC be awarded a contract to provide infection prevention consultant services to Preakness under RFQ-26-056, during the period of January 1, 2026 to December 31, 2026, for a total amount not to exceed forty-five thousand dollars (\$45,000.00), with the County retaining two (2) one-year options to renew; and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, this contract is being awarded under a fair and open procurement process, which requires that a contract be: publicly advertised in sufficient time to give notice in advance of the contract; awarded under a process that provides for public solicitation of proposals or qualifications; awarded and disclosed under criteria established in writing by the public entity prior to the solicitation of proposals or qualifications; and publicly opened and announced when awarded; and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., ID Care, LLC executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying that it is not involved in prohibited activities in Russia and Belarus, and the County confirmed ID Care, LLC is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, funds are available in Account No. 6-01-27-172-001-213, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2026 and/or subsequent County budget(s); and

**WHEREAS**, this matter was discussed at the December 2, 2025, Health and Human Services Committee meeting and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5(1), the Board of County Commissioners of the County of Passaic hereby qualifies ID Care, LLC under RFQ-26-056, Re-Bid Infection Prevention Consultant for Preakness Healthcare Center.

**LET IT BE FURTHER RESOLVED**, that the Board authorizes the award of a contract to ID Care, LLC to provide infection prevention consultant services to Preakness under RFQ-26-056, during the period of January 1, 2026 to December 31, 2026, for a total amount not to exceed forty-five thousand dollars (\$45,000.00), with the County retaining two (2) one-year options to renew, all in accordance with the terms of RFQ-26-056 and the provider’s response thereto.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board shall print, in the official

newspaper, a brief notice stating the nature, duration, service, and amount of the contract awarded to ID Care, LLC and maintain a copy of this Resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, Executive Director of Preakness, and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

NB

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$45,000.00

APPROPRIATION: \*Contingent upon availability of funds in 2026 adopted budget

PURPOSE: Award contract to ID Care, LLC to provide infection prevention consultant services to Preakness Healthcare Center.



Richard Cahill, Director of Finance

DATED: December 9, 2025

### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

OR

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

[Signature]  
Signature of Vendor's Authorized Representative

Stephan Lucas, UDOperations+HR  
Print Name and Title of Vendor's Authorized Representative

Idcase LLC  
Vendor's Name (i.e. Company Name)

105 Brider Blvd, Ste 101  
Vendor's Address (Street Address)

Hillsborough, NJ 08844  
Vendor's Address (City/State/Zip Code)

(Attach Additional Sheets if Necessary.)

11/12/25  
Date

22-8089117  
Vendor's FEIN, EIN, or FTIN

908-281-0221  
Vendor's Phone Number

908-281-6173  
Vendor's Fax Number

slucas@idcase.com  
Vendor's Email Address

#### Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 2621(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO METROPOLITAN FOODS INC. DBA DRISCOLL FOODS FOR THE PROVISION OF COFFEE TO PREAKNESS HEALTHCARE CENTER, PURSUANT TO N.J.S.A. 40A:11-4.

THIS RESOLUTION WAS REQUESTED BY:  
 PREAKNESS HEALTHCARE CENTER

---

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	38.
CAF#	5-01-27-172-001-F04 and 6-
Purchase Req. #	
Result	

Health and Human Services

COMMITTEE NAME

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO METROPOLITAN FOODS INC. DBA DRISCOLL FOODS FOR THE PROVISION OF COFFEE TO PREAKNESS HEALTHCARE CENTER, PURSUANT TO N.J.S.A. 40A:11-4.**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, Preakness Healthcare Center (“Preakness”) is a New Jersey Department of Health licensed, 406-bed skilled nursing facility that is owned and operated by the Board; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4, for every contract awarded by the County for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold established pursuant to N.J.S.A. 40A:11-3, shall be awarded by resolution of the Board to the lowest responsible bidder after public advertising for bids and bidding thereof; and

**WHEREAS**, on October 23, 2025, the Purchasing Agent issued SB-25-072, Preakness Healthcare Center Coffee/Soda Bid Varieties (“SB-25-072”), in compliance with N.J.S.A. 40A:11-4, soliciting competitive pricing from qualified vendors for the goods and services sought therein; and

**WHEREAS**, on November 6, 2025, the Purchasing Agent unsealed responses received to SB-25-072, and Metropolitan Foods Inc. dba Driscoll Foods was determined to be the lowest responsible bidder; and

**WHEREAS**, the Executive Director of Preakness is recommending that the Board award a contract to Metropolitan Foods Inc. dba Driscoll Foods to provide coffee (Line Items 1 and 2 under SB-25-072) to Preakness during a term beginning on December 1, 2025 and ending on February 28, 2026, for a total amount not to exceed fifteen thousand dollars (\$15,000.00) during such term, and with the County retaining one (1) three-month option to renew; and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, this contract is being awarded under a fair and open procurement process, which requires that a contract be: publicly advertised in sufficient time to give notice in advance of the contract; awarded under a process that provides for public solicitation of proposals or qualifications; awarded and disclosed under criteria established in writing by the public entity prior to the solicitation of proposals or qualifications; and publicly opened and announced when awarded; and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., Metropolitan Foods Inc. dba Driscoll Foods executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying that it is not involved in prohibited activities in Russia and Belarus, and the County confirmed that Metropolitan Foods Inc. dba Driscoll Foods is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, funds are available in Account Nos. 5-01-27-172-001-F04 and 6-01-27-172-001-F04, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s); and

**WHEREAS**, this matter was discussed at the December 2, 2025 meeting of the Health and Human Services Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-4, the Board of County Commissioners of the County of Passaic hereby authorizes the award of a contract under SB-25-072, Preakness Healthcare Center Coffee/Soda Bid Varieties, to Metropolitan Foods Inc. dba Driscoll Foods for the provision of coffee (Line Items 1 and 2 under SB-25-072) to Preakness during a term beginning on December 1, 2025 and ending on February 28, 2026, for a total amount not to exceed fifteen thousand dollars (\$15,000.00) during such term, and with the County retaining one (1) three-month option to renew, all in accordance with the terms of SB-25-072 and the vendor’s response thereto.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract awarded to Metropolitan Foods Inc. dba Driscoll Foods and maintain a copy of this Resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, Purchasing Agent, Executive Director of Preakness, and Director of the Board are authorized to take any other steps necessary to carry out the purpose of this Resolution.

NB

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$15,000.00

APPROPRIATION: 5-01-27-172-001-F04 - \$5,000.00  
\*Contingent upon availability of funds in 2026  
adopted budget - \$10,000.00

PURPOSE: Award contract to Metropolitan Foods Inc. dba Driscoll  
Foods to provide coffee (Line Items 1 and 2 under  
SB-25-072) to Preakness Healthcare Center.



Richard Cahill, Director of Finance

DATED: December 9, 2025

### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

OR

OR

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

(Attach Additional Sheets if Necessary.)

Signature of Vendor's Authorized Representative

Tim Driscoll President

Print Name and Title of Vendor's Authorized Representative

Metropolitan Foods DBA Driscoll Foods

Vendor's Name (i.e. Company Name)

6 Westbelt

Vendor's Address (Street Address)

Wayne, NJ 07470

Vendor's Address (City/State/Zip Code)

10/29/25

Date

22-3482240

Vendor's FEIN, EIN, or FTIN

973-672-9400

Vendor's Phone Number

Vendor's Fax Number

dannel@driscollfoods.com

Vendor's Email Address

#### Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

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**401 Grand Street**  
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**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION QUALIFYING AND AWARING CONTRACT FOR THE PROVISION OF DENTAL SERVICES TO PREAKNESS HEALTH CENTER DURING THE 2026 CALENDAR YEAR, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-26-054

THIS RESOLUTION WAS REQUESTED BY:  
 PREAKNESS HEALTHCARE CENTER

---

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	39.
CAF#	
Purchase Req. #	
Result	

Health and Human Services

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COMMITTEE NAME

**RESOLUTION QUALIFYING AND AWARDING CONTRACT FOR THE PROVISION OF DENTAL SERVICES TO PREAKNESS HEALTH CENTER DURING THE 2026 CALENDAR YEAR, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-26-054**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, Preakness Healthcare Center (“Preakness”) is a New Jersey Department of Health licensed, 406-bed skilled nursing facility that is owned and operated by the Board, and which requires on-site dental services for its residents; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5(1), the Purchasing Agent issued RFQ-26-054, Re-Bid Dentists for Preakness Healthcare Center (“RFQ-26-054”), seeking qualifications for a dentist to provide on-site dental services for Preakness residents, and unsealed a response from Kurman Dental LLC on November 14, 2025; and

**WHEREAS**, the Executive Director of Preakness is recommending that Kurman Dental LLC be qualified under RFQ-26-054; and

**WHEREAS**, the Executive Director of Preakness is further recommending that Kurman Dental LLC be awarded a contract to on-site dental services to Preakness residents under RFQ-26-054, during the period of January 1, 2026 to December 31, 2026, with service fees thereunder to be billed to third party reimbursement, and with the County retaining two (2) one-year options to renew; and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, this contract is being awarded under a fair and open procurement process, which requires that a contract be: publicly advertised in sufficient time to give notice in advance of the contract; awarded under a process that provides for public solicitation of proposals or qualifications; awarded and disclosed under criteria established in writing by the public entity prior to the solicitation of proposals or qualifications; and publicly opened and announced when awarded; and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., Kurman Dental LLC executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying that it is not involved in prohibited activities in Russia and Belarus, and the County confirmed Kurman Dental LLC is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, this matter was discussed at the December 2, 2025, Health and Human Services Committee meeting and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5(1), the Board of County Commissioners of the County of Passaic hereby qualifies Kurman Dental LLC under RFQ-26-054, Re-Bid Dentists for Preakness Healthcare Center.

**LET IT BE FURTHER RESOLVED**, that the Board authorizes the award of a contract to Kurman Dental LLC to provide dental services to Preakness under RFQ-26-054, during the period of January 1, 2026 to December 31, 2026, with service fees thereunder to be billed to third party reimbursement, and with the County retaining two (2) one-year options to renew, all in accordance with the terms of RFQ-26-054 and the provider’s response thereto.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract awarded to Kurman Dental LLC and maintain a copy of this Resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, Executive Director of Preakness, and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.



### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

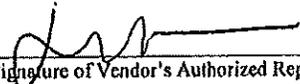
#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

- A.** That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- B.** That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- C.** That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

**(Attach Additional Sheets if Necessary.)**

  
Signature of Vendor's Authorized Representative

Joanna Kurman, Dentist  
Print Name and Title of Vendor's Authorized Representative

Kurman Dental LLC  
Vendor's Name (i.e. Company Name)

170 Chargebridge Road, B4  
Vendor's Address (Street Address)

Montville NJ 07041  
Vendor's Address (City/State/Zip Code)

11/6/25  
Date

33-1582954  
Vendor's FEIN, BIN, or FTIN

201-638-5360  
Vendor's Phone Number

973-335-3504  
Vendor's Fax Number

joannakurman@gmail.com  
Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

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Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AWARDING CONTRACT FOR THE PROVISION OF ON-SITE VISION CARE SERVICES FOR PREAKNESS HEALTH CENTER DURING THE 2026 CALENDAR YEAR, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-26-020

THIS RESOLUTION WAS REQUESTED BY:  
 PREAKNESS HEALTHCARE CENTER

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REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	40.
CAF#	6-01-27-172-001-233
Purchase Req. #	
Result	

Health and Human Services

---

COMMITTEE NAME

**RESOLUTION AWARDING CONTRACT FOR THE PROVISION OF ON-SITE VISION CARE SERVICES FOR PREAKNESS HEALTH CENTER DURING THE 2026 CALENDAR YEAR, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-26-020**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, Preakness Healthcare Center (“Preakness”) is a New Jersey Department of Health licensed, 406-bed skilled nursing facility that is owned and operated by the Board, and is in need of ophthalmologists or optometrists to provide timely on-site vision care services to residents of Preakness; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5(1), the Purchasing Agent issued RFQ-26-020, Preakness Healthcare Center Ophthalmologists or Optometrists (“RFQ-26-020”), and unsealed a response from Resident Eye Care Associates LLC on October 29, 2025; and

**WHEREAS**, on November 17, 2025, the Board adopted Resolution No. R-25-1092, qualifying Resident Eye Care Associates LLC under RFQ-26-020; and

**WHEREAS**, the Executive Director of Preakness is recommending that Resident Eye Care Associates LLC be awarded a contract under RFQ-26-020 to provide on-site vision care services to residents of Preakness during the period from January 1, 2026 to December 31, 2026, with service fees thereunder to be billed to third party reimbursement, and a total amount not to exceed ten thousand dollars (\$10,000.00) for the replacement of any missing eyeglasses, with the County retaining two (2) one-year options to renew; and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., Resident Eye Care Associates LLC executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying that they are not involved in prohibited activities in Russia and Belarus, and the County confirmed Resident Eye Care Associates LLC is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, funds are available in Account No. 6-01-27-172-001-233, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2026 and/or subsequent County budget(s); and

**WHEREAS**, this matter was discussed at the December 9, 2025, Health and Human Services Committee meeting and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5(1), the Board of County Commissioners of the County of Passaic hereby qualifies Resident Eye Care Associates LLC under RFQ-26-020, Preakness Healthcare Center Ophthalmologists or Optometrists, to provide on-site vision care services to residents of Preakness during the period from January 1, 2026 to December 31, 2026, with service fees thereunder to be billed to third party reimbursement, and a total amount not to exceed ten thousand dollars (\$10,000.00) for the replacement of any missing eyeglasses, with the County retaining two (2) one-year options to renew, all in accordance with RFQ-26-020 and the provider’s response thereto.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract awarded to Resident Eye Care Associates LLC and maintain a copy of this Resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, Executive Director of Preakness, and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.



COUNTY OF PASSAIC  
BOARD OF COUNTY COMMISSIONERS

Breakness Healthcare Center Ophthalmologists or Optometrists  
PROJECT RFQ-26-020

**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

- A.** That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- B.** That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- C.** That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

  
 Signature of Vendor's Authorized Representative  
**Sabrina Zaman** COO  
 Print Name and Title of Vendor's Authorized Representative  
**Resident Eye Care Associates, LLC**  
 Vendor's Name (i.e. Company Name)  
**4-14 Saddle River Rd, Suite 202**  
 Vendor's Address (Street Address)  
**Fair Lawn, NJ 07410**  
 Vendor's Address (City/State/Zip Code)

**(Attach Additional Sheets if Necessary.)**  
**10/22/2025**  
 Date  
**223832672**  
 Vendor's FEIN, EIN, or FTIN  
**201-797-2747**  
 Vendor's Phone Number  
**201-797-5809**  
 Vendor's Fax Number  
**sabrinaz@recaeyes.com**  
 Vendor's Email Address

Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262f(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

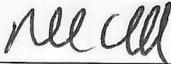
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$10,000.00

APPROPRIATION: \*Contingent upon availability of funds in 2026 adopted budget

PURPOSE: Award contract to Resident Eye Care Associates LLC to provide on-site vision care services to residents of Preakness Healthcare Center.



Richard Cahill, Director of Finance

DATED: December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO RP BAKING LLC DBA PECHTER'S AND METROPOLITAN FOODS INC. DBA DRISCOLL FOODS FOR THE PROVISION OF BREAD PRODUCTS TO PREAKNESS HEALTHCARE CENTER AND OTHER COUNTY DEPARTMENTS, PURSUANT TO N.J.S.A. 40A:11-4.

THIS RESOLUTION WAS REQUESTED BY:  
 PREAKNESS HEALTHCARE CENTER

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	41.
CAF#	
Purchase Req. #	
Result	

Health and Human Services

COMMITTEE NAME

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO RP BAKING LLC DBA PECHTER'S AND METROPOLITAN FOODS INC. DBA DRISCOLL FOODS FOR THE PROVISION OF BREAD PRODUCTS TO PREAKNESS HEALTHCARE CENTER AND OTHER COUNTY DEPARTMENTS, PURSUANT TO N.J.S.A. 40A:11-4.**

**WHEREAS**, the County of Passaic ("County") is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic ("Board") is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, Preakness Healthcare Center ("Preakness") is a New Jersey Department of Health licensed, 406-bed skilled nursing facility that is owned and operated by the Board; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4, for every contract awarded by the County for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold established pursuant to N.J.S.A. 40A:11-3, shall be awarded by resolution of the Board to the lowest responsible bidder after public advertising for bids and bidding thereof; and

**WHEREAS**, on October 23, 2025, the Purchasing Agent issued SB-26-004, Bread Products for the County of Passaic Departments and Institutions ("SB-26-004"), in compliance with N.J.S.A. 40A:11-4, soliciting competitive pricing from qualified vendors for the provision of various bread products to Preakness and other County departments and institutions; and

**WHEREAS**, on November 6, 2025, the Purchasing Agent unsealed responses received to SB-26-004, and RP Baking LLC dba Pechter's and Metropolitan Foods Inc. dba Driscoll Foods were determined to be the lowest responsible bidders for various line items as set forth on the award sheet which is attached hereto and made a part of this Resolution; and

**WHEREAS**, the Executive Director of Preakness is recommending that the Board award contracts to RP Baking LLC dba Pechter's Metropolitan Foods Inc. dba Driscoll Foods for the supply of bread products under SB-26-004 as set forth on the attached award sheet, for a term beginning on January 1, 2026 and ending on March 31, 2026, and a total amount not to exceed forty-thousand dollars (\$40,000.00) across both vendors, with the County retaining the option to renew for an additional three-month period:

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, these contracts are being awarded under a fair and open procurement process, which requires that a contract be: publicly advertised in sufficient time to give notice in advance of the contract; awarded under a process that provides for public solicitation of proposals or qualifications; awarded and disclosed under criteria established in writing by the public entity prior to the solicitation of proposals or qualifications; and publicly opened and announced when awarded; and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., the above-described vendors each executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying that they are not involved in prohibited activities in Russia and Belarus, and the County confirmed that the vendors are not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, funds are available in any account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2026 and/or subsequent years' County budget(s); and

**WHEREAS**, this matter was considered by the Health and Human Services Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-4, the Board of County Commissioners of the County of Passaic hereby authorizes the award of contracts to RP Baking LLC dba Pechter's Metropolitan Foods Inc. dba Driscoll Foods for the supply of bread products under SB-26-004 as set forth on the attached award sheet, for a term beginning on January 1, 2026 and ending on March 31, 2026, and a total amount not to exceed forty-thousand dollars (\$40,000.00) across both vendors, with the County retaining the option to renew for an additional three-month period, all in accordance with the terms of SB-26-004 and the vendors' responses

thereto

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract awarded pursuant to this Resolution and maintain a copy of this Resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, Purchasing Agent, Executive Director of Preakness, and Director of the Board are authorized to take any other steps necessary to carry out the purpose of this Resolution.

NB

December 9, 2025

**COUNTY OF PASSAIC  
 BID TALLY SHEET  
Straight Bids**

Sherry Arvanitakis, Q.P.A.  
 Purchasing Agent

Nadege Allwaters, Esq.  
 County Counsel

*Taken by:* Hashiah Brown  
*Taken by:* Zyanya Cordova  
*Typed by:* Shantiece Durham

**PURCHASING DEPARTMENT**

**Bids received at 10:30 a.m. on November 6, 2025 at the Passaic County Procurement Center, 495 River Street Second Floor, Paterson, NJ 07524**  
**SB-26-004 Bread Products for the County of Passaic Departments and Institutions.**

Vendor	Ack of Addenda	Stmnt. Corp. Owner	Non-Coll. Aff.	Disc. I/A Iran	Non-Inv. Russia/Belarus	Business Reg. Cert.	Avail to Co-Op	Bid Total
Metropolitan Foods dba Driscoll Foods 6 West Belt Wayne, NJ 07470	X	X	X	X	X	X	NO	17 Items \$40,385.00
RP Baking, LLC dba Pechter's PO Box 128 Northvale, NJ 07647	X	X	X	X	X	X	NO	43 Items \$71,282.01

# Request for Taxpayer Identification Number and Certification

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give form to the  
requester. Do not  
send to the IRS.

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	<b>1</b> Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) <b>RP BAKING LLC</b>		
	<b>2</b> Business name/disregarded entity name, if different from above. <b>PECHTER'S</b>		
	<b>3a</b> Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input checked="" type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . . <b>P</b> <b>Note:</b> Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) _____		<b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
	<b>3b</b> If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . <input type="checkbox"/>		
	<b>5</b> Address (number, street, and apt. or suite no.). See instructions. <b>PO BOX 128</b>		Requester's name and address (optional)
	<b>6</b> City, state, and ZIP code <b>NORTHVALE, NJ 07647</b>		
	<b>7</b> List account number(s) here (optional)		

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number													
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2	0	-	4	7	1	0	3	8	3				

**Note:** If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person	Date <b>11-12-2025</b>
------------------	--------------------------	------------------------

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



## STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

**Taxpayer Name:** RP BAKING LLC  
**Trade Name:**  
**Address:** 94 DEMAREST MILL ROAD  
NANUET, NY 10954-2921  
**Certificate Number:** 1237002  
**Effective Date:** May 18, 2006  
**Date of Issuance:** November 06, 2025

**For Office Use Only:**  
20251106153912455

Return

**STATEMENT OF CORPORATE OWNERSHIP**

*All parts must be carefully reviewed and completed to the extent applicable.  
Any material errors or omissions will result in the rejection of a bidder's entire submission.*

**PART 1**

*(Part 1 must be completed by all bidders)*

1) Full Legal/Corporate Name of Bidder: RP BAKING LLC D/B/A PECHTER'S  
(hereafter, "Bidder")

2) Bidder's Entity Type (check one):

Corporation	<input type="checkbox"/>
S Corporation	<input type="checkbox"/>
Limited Liability Company	<input checked="" type="checkbox"/>
Partnership	<input type="checkbox"/>
Limited Partnership	<input type="checkbox"/>
Limited Liability Partnership	<input type="checkbox"/>
Sole Proprietorship	<input type="checkbox"/>
Other: <u>P</u>	<input type="checkbox"/>

3) Does any individual own a 10% or greater interest in the Bidder? (check one):

Yes	<input checked="" type="checkbox"/>
No	<input type="checkbox"/>

4) Does any entity own a 10% or greater interest in the Bidder? (check one):

Yes	<input checked="" type="checkbox"/>
No	<input type="checkbox"/>

5) Does any individual or entity own a 10% or greater interest in an entity described in Question 4 above? (check one):

Yes	<input checked="" type="checkbox"/>
No	<input type="checkbox"/>
Not Applicable	<input type="checkbox"/>

**PART 2**

*(Part 2 must be completed if Bidder is a Corporation, S Corporation, or Limited Liability Company)*

Date of Incorporation: \_\_\_\_\_ Place of Incorporation: HUDSON

Business Address: PO BOX 128, NORTHVALE, NJ 07647

Business Telephone: 973-483-3374 Business Fax: 973-418-3926

**PART 3A**

*(Part 3A must be completed if you answered "Yes" to Part 1, Question 3)*

In accordance with N.J.S.A. 52:25-24.2, you must provide the legal names and addresses of **all individuals holding a ten percent (10%) or greater interest in the Bidder** (i.e., of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be).

Name: SALVATORE BATTAGLIA  
Address: PO BOX 128, NORTHVALE, NJ 07647

Name: PHILIP BATTAGLIA  
Address: PO BOX 128, NORTHVALE, NJ 07647

Name: JOSEPH BATTAGLIA  
Address: PO BOX 128, NORTHVALE, NJ 07647

Name: MARIO BATTAGLIA  
Address: PO BOX 128, NORTHVALE, NJ 07647

*(Attach additional sheets if necessary)*

**PART 3B**

*(Part 3B must be completed if you answered "Yes" to Part 1, Question 4)*

In accordance with N.J.S.A. 52:25-24.2, you must provide the legal names and addresses of **all entities holding a ten percent (10%) or greater interest in the Bidder** (i.e., if any stockholder or partner or member holding a ten percent (10%) or greater interest in Bidder is itself a corporation or partnership or limited liability company).

Name: PHILIP BATTAGLIA  
Address: PO BOX 128, NORTHVALE, NJ 07647

Name: SALVATORE BATTAGLIA  
Address: PO BOX 128, NORTHVALE, NJ 07647

Name: JOSEPH BATTAGLIA  
Address: PO BOX 128, NORTHVALE, NJ 07647

Name: MARIO BATTAGLIA  
Address: PO BOX 128, NORTHVALE, NJ 07647

*(Attach additional sheets if necessary)*

**PART 3C**

*(Part 3C must be completed if you answered "Yes" to Part 1, Question 5)*

In accordance with N.J.S.A. 52:25-24.2, you must provide the legal names and addresses of **all individuals and entities holding a ten percent (10%) or greater interest in any entity listed in Part 3B hereinabove.**

Name: JOSEPH BATTAGLIA & PHILIP BATTAGLIA

Address: PO BOX 128, NORTHVALE, NJ 07647

Name: MARIO BATTAGLIA & SALVATORE BATTAGLIA

Address: PO BOX 128, NORTHVALE, NJ 07647

*(Attach additional sheets if necessary)*

**PART 4**

*(Part 4 is optional, and may be completed in lieu of Parts 3B and/or 3C with respect to any publicly traded entity that is a direct or indirect parent entity of the Bidder)*

To comply with N.J.S.A. 52:25-24.2, a bidder with any direct or indirect parent entity which is publicly traded may submit:

- 1) The name and address of each publicly traded entity and the name and address of each person that holds a 10 percent or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent; and
- 2) If there is any person that holds a 10 percent or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10 percent or greater beneficial interest.

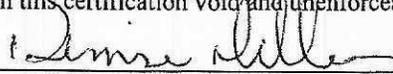
**Any response to Part 4 must be provided through separately attached document(s) including all information, website links, and page numbers required by N.J.S.A. 52:25-24.2.**

**PART 5**

*(Part 5 must be completed and signed by an individual on behalf of the Bidder)*

**CERTIFICATION**

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Bidder, and that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the County of Passaic ("County") is relying on the information contained herein, and that the Bidder is under a continuing obligation from the date of this certification through the completion of any contract(s) with the County to notify the County in writing of any changes to the information contained herein. I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I will be subject to criminal prosecution under the law, and it will constitute a material breach permitting the County to declare any contract(s) resulting from this certification void and unenforceable.

Signature: 

Date: 11/05/2025

Name (please print): DENISE MILLER

Title: (please print): OFFICE MANAGER

**BID PROPOSAL**

**Proposals showing any erasure alteration must be initialed by bidder in ink. Altered items not initialed will not be considered for award.**

**Name of Bidder (i.e. Company Name)** (Please Print): RP BAKING LLC D/B/A PECHTER'S

*submits the following proposal for the*

**Bread Products for the County of Passaic Departments and Institutions**

**Project SB-26-004**

**Contract Period: January 1, 2026 through March 31, 2026 with One (1) Three Month Option to Renew**

**DELIVERY:**

All articles shall be delivered to all Departments and Institutions specified with all charges prepaid, (F.O.B. Destination) in such quantities as ordered by the County of Passaic, which may be greater or lesser in amount than herein specified and in case no specific time for delivery is included by the County of Passaic when the order is given, then such goods must be delivered immediately.

No additional charges will be allowed for any transportation cost resulting from partial shipments made at the vendor's convenience.

Merchants who substitute commodities or deliver commodities not according to specifications, or who do not deliver at time specified in the proposal will be classified, as undesirable and their proposals will be refused in future bidding.

**To the Passaic County Board of County Commissioners:**

The undersigned hereby declares that they have carefully examined the Bid Documents and that they will contract to carry out and complete said Project at the following prices:

**SB-26-004 BREAD PRODUCTS MASTER SPREADSHEET FOR THE COUNTY OF PASSAIC**

Contract Period: January 1, 2026 through March 31, 2026 with One (1) Three Month Option to Renew

**FOR THE FURNISHING AND DELIVERY OF:** Bread for Preakness Healthcare Center, Camp Hope, Office on Aging and other County Departments and Institutions

All quantities listed are estimates, they may be increased or decreased in any amount. Preakness Healthcare Center will require six (6) day delivery. "OR EQUAL" products will require the Vendor to identify any deviations from the specification (if any), fill in the product manuf., product ID. **VENDORS MUST ALSO INCLUDE INFORMATION REGARDING SLICES/LOAF, ROLL-S/PACK, DONUTS/PACK and PITAS/PACK etc.**

Items not on the bid will not be paid. When items are discontinued and substitutes are accepted, the County is entitled to a discounted price, if applicable. When this occurs, the County needs to be notified (in writing) of the new product manuf., product ID, unit price and any discount associated with the substitution.

**This proposal is your price for each item awarded and delivered as per the specification on a line item basis.**

Preakness Healthcare Center---(PHC), Camp Hope---(CH)

**All Bread items must be stamped with the Bakery's date code--(i.e. each indiv. loaf, carton, pack etc.) Day old bread will not be accepted.**

ITEM	DESCRIPTION	Specification	Dept	Quan.	Product ID.	Unit Price	Total Price	Comments
1	Frankfurter rolls	Sliced 12's	PHC-240 CH-10	250 pkgs	0183-01	2.34	585.00	
2	Hot dog rolls	PC individually wrapped 100/case	PHC-150	150 cases	0183-05	2.70	405.00	
3	Hamburger rolls	Sliced 12's	PHC-250 CH-10	260 pkgs	0184-01	2.34	608.40	
4	Hamburger rolls	PC individually wrapped 100/case	PHC-150	150 cases	0184-04	2.70	405.00	
5	Wheat hamburger buns	Sliced 12's	PHC-125	125 pkgs	1403-01	2.49	311.25	
6	White bread	Pullman # 3, 24 oz., 30 slices/loaf	PHC-2990 CH-10	3000 loaves	0243-01	2.15	6450.00	
7	Rye bread	1 lb., sliced	PHC-490 CH-10	500 loaves	2251-01	2.20	1100.00	
8	French Sticks	each	CH-25	25 loaves	0108-01	2.05	51.25	
9	Marble loaf	#360	CH-10	10 loaves	0042-01	5.76	57.60	
10	Raisin bread	1 lb., 16 slices/loaf	PHC-100 CH-5	105 loaves	0146-01	4.15	435.75	
11	Wheat bread	Pullman # 4, 24 oz., 28 slices/loaf	PHC-3000	3000 loaves	0244-01	2.15	6450.00	
12	Steak roll 5"	Pecher's GT roll or equal	PHC-625	625 dozen	0246-02	6.00	3750.00	
13	Dinner rolls	Sliced, 24 pc.	PHC-3990 CH-10	4000 dozen	0452-01	3.19	12760.00	16/PK Not Sliced
14	Italian bread	20 slice/loaf	PHC-50	50 loaves	0084-01	4.39	219.50	
15	Pita bread	6", 6/pkg	PHC-20	20 packs	0174-01	4.25	85.00	
16	Chocolate frosted donuts	12/pkg	PHC-12 CH-4	16 dozen	0204-01	8.94	143.04	Dozen

ITEM	DESCRIPTION	Specification	Dept	Quan.	Product ID.	Unit Price	Total Price	Comments
17	P.C. White bread	Individually wrapped 100 ct	PHC-50	50 cases	0243-04	16.04	802.00	100/Box
18	P.C. Wheat bread	Individually wrapped 100 ct	PHC-750	750 cases	0244-04	16.04	12030.00	100/Box
19	P.C. Rye bread	Individually wrapped 100 ct	PHC-375	375 cases	0023-09	16.04	6015.00	100/Box
20	P.C. Italian bread	Individually wrapped 100ct	PHC-150	150 cases	0084-04	16.76	2514.00	100/Box
21	P.C. Dinner rolls	Individually wrapped 100 ct	PHC-750	750 cases	0121-03	3.52	2640.00	Dozen
22	Assorted Donuts	8 pack., 16 oz. pkg	PHC-12	12 dozen		NO BID		Dozen
23	Assorted fresh baked donuts	12/pkg	PHC-18 CH-3	21 dozen	0593-01	8.94	187.74	Dozen
24	Assorted fresh baked danish pastries	12/pkg	PHC-18 CH-3	21 dozen	0806-01	1.16	242.32	EACH
25	Assorted fresh baked mini-danish pastries	12/pkg	PHC-38	38 dozen	0499-01	13.46	511.48	DOZEN- 2DZ/BOX
26	Fresh baked large croissants	3-4 oz.	PHC-7 CH-1	8 dozen	0300-01	11.66	93.28	Dozen
27	Fresh baked small croissants	2 oz.	PHC-5	5 dozen	0262-01	11.67	58.35	Dozen
28	Fresh baked bagels	3-4 oz.	PHC-7 CH-1	8 dozen	0125-02	4.10	32.80	PLAIN,CINNAMON, ONION, SESAME
29	Fresh baked cupcakes	12/pkg	PHC-90 CH-10	100 dozen	0231-01 0233-01	6.60	660.00	DOZEN- 2DZ/BOX
30	Jumbo muffins	5 oz.	PHC-7 CH-1	8 dozen	0844-01	14.11	112.88	ASS'D UNWRAPPED/DOZEN
31	Mini Italian pastries	12/pkg	PHC-12 CH-2	14 dozen	054-01	16.26	227.64	ASS'D DOZEN
32	Kaiser or Pan roll	12/pkg	PHC-130 CH-10	140 dozen	0583-02	3.65	511.00	Dozen
33	Assorted layer cake	10 inch	PHC-10 CH-4	14 cakes		32.07	448.98	EACH
34	Scones, assorted flavors	12/pkg	PHC-5	5 dozen		16.04	80.20	Dozen
35	Cookie tray	2 pound	PHC-15	15 trays	0615-01	6.60	99.00	1LB COOKIE ASS'D TRAY
36	Made to order sheet cake							
	a) 1/4 sheet	Buttercream icing, standard filling	PHC-3	3 sheets	0441-01	65.62	196.86	
	b) 1/2 sheet	Buttercream icing, standard filling	PHC-5	5 sheets	0442-01	79.50	397.50	

DM:llh

ITEM	DESCRIPTION	Specification	Dept	Quan.	Product ID.	Unit Price	Total Price	Comments
	c) Full sheet	Buttercream icing, standard filling	PHC-3 CH-1	4 sheets	0443-01	175.00	700.00	
37	Mini-donuts assorted	2 oz.	PHC-25	25 dozen	0924-01	17.49	437.25	PRE-ORDER 24/BOX
38	Mini-muffins assorted	2 oz.	PHC-25	25 dozen	0490-01	11.00	275.00	
39	Mini-danish	2 oz.	PHC-25	25 dozen		NO BID	-	
40	Honey dipped sticks	3 oz.	PHC-5	5 dozen		NO BID	-	
41	Apple fritters	6 oz.	PHC-3	3 dozen	0585-01	8.94	20.85	
42	Cake style donuts assorted	4 oz.	PHC-12	12 dozen		NO BID	-	
43	3' Italian Hero	each	PHC-4	4 loaves	0631-01	10.04	40.16	
44	Irish Soda Bread Dinner Rolls	Individually wrapped	PHC-1650	1650 pieces	0576-02	4.32	7128.00	Dozen
45	Irish Soda Bread Solid	each	PHC-55	55 loaves	0082-01	4.42	243.10	
46	Black & White Cookie	Individually wrapped Traditional Black/White, Red/White (Seasonal) and Green/White (Seasonal)	PHC-21	21 dozen	0271-02	20.59	432.39	
47	Cinnamon Sugar Churro		PHC-125	125 pieces		NO BID	-	
48	Hot Cross Buns	12/pkg	PHC-18	18 dozen	0214-01	15.08	271.44	

All Bread items must be stamped with the Bakery's date code (i.e. each indiv. loaf, carton, pack etc.) Day old bread will not be accepted.

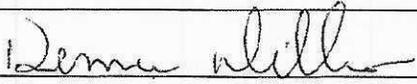
Total number of items bid upon: \_\_\_\_\_  
 Total amount of bid \$: 70,687.05 <sup>Dennis</sup> \$71,282.01

**BIDDERS PLEASE SUBMIT ORIGINAL AND TWO (2) COPIES**

**Total Number of Items Bid Upon:** 43

**Amount in Words:** SEVENTY-ONE THOUSDAND, TWO HUNDRED EIGHTY-TWO &/.01

**Amount in Numbers:** \$ 71,282.01

**Signature of Authorized Representative:** 

**Name (Please Print or Type):** DENISE MILLER

**Title (Please Print):** OFFICE MANAGER

**Date:** 11/05/2025

**Telephone Number:** 973-483-3374 EXT. 4204

**Fax Number:** 973-481-2319

**Email Address:** dmiller@pechters.com

**DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

**Part 1: Certification**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that the person or entity, or one of the person or entity's parents, subsidiaries, or affiliates, is not identified on a list created and maintained by the New Jersey Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran.

The Chapter 25 list is found on the State of New Jersey Division of Purchase and Property website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review the list prior to completing the certification below. Failure to complete the certification will render a bidder's proposal non-responsive.

**PLEASE CHECK THE APPROPRIATE BOX:**

I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed herein nor any of the bidder's parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25. I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. **I will skip Part 2 and sign and complete the Certification below.**

OR

I am unable to certify as above because the bidder and/or one of more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's Chapter 25 list. I will provide a detailed, accurate, and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines, and/or sanctions will be assessed as provided by law.

**Part 2: Please provide further information related to investment activities in Iran.**

Name \_\_\_\_\_ Relationship to Bidder/Offeror \_\_\_\_\_

Description of Activities \_\_\_\_\_

Duration of Engagement \_\_\_\_\_ Anticipated Cessation Date \_\_\_\_\_

Bidder/Offeror Contact Name \_\_\_\_\_ Contact Phone Number \_\_\_\_\_

**Certification:** I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above referenced person or entity. I acknowledge that Passaic County is relying on the information contained herein and hereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the County to notify the County in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with Passaic County, New Jersey and that the County at its option may declare any contract(s) resulting from this certification void and unenforceable.

**Name of Bidder (i.e. Company Name) (Please Print):** RP BAKING LLC, D/B/A PECHTER'S

**Signature of Authorized Representative:** *Denise Miller*

**Name (Please Print):** DENISE MILLER

**Title (Please Print):** OFFICE MANAGER **Date:** 11/05/2025

### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

OR

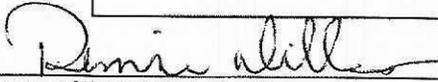
A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

**(Attach Additional Sheets if Necessary.)**

  
 \_\_\_\_\_  
 Signature of Vendor's Authorized Representative

DENISE MILLER  
 \_\_\_\_\_  
 Print Name and Title of Vendor's Authorized Representative

RP BAKING LLC D/B/A PECHTER'S  
 \_\_\_\_\_  
 Vendor's Name (i.e. Company Name)

PO BOX 128  
 \_\_\_\_\_  
 Vendor's Address (Street Address)

NORTHVALE, NJ 07647  
 \_\_\_\_\_  
 Vendor's Address (City/State/Zip Code)

\_\_\_\_\_  
 Date

11/05/2025  
 \_\_\_\_\_

20 4710383  
 \_\_\_\_\_  
 Vendor's FEIN, EIN, or FTIN

973 483-3374 EXT 4204  
 \_\_\_\_\_  
 Vendor's Phone Number

973-481-2319  
 \_\_\_\_\_  
 Vendor's Fax Number

dmiller@pechters.com  
 \_\_\_\_\_  
 Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

# Request for Taxpayer Identification Number and Certification

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give form to the  
 requester. Do not  
 send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type.  
 See Specific Instructions on page 3.

1	Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) <b>METROPOLITAN FOODS INC</b>		
2	Business name/disregarded entity name, if different from above. <b>DBA DRISCOLL FOODS</b>		
3a	Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input checked="" type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____ <small>Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.</small> <input type="checkbox"/> Other (see instructions) _____	4	Exemptions (codes apply only to certain entities, not individuals; see Instructions on page 3):  Exempt payee code (if any) _____  Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____  <i>(Applies to accounts maintained outside the United States.)</i>
3b	If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See Instructions. <input type="checkbox"/>		
5	Address (number, street, and apt. or suite no.). See instructions. <b>6 WEST BELT</b>	Requester's name and address (optional)	
6	City, state, and ZIP code <b>WAYNE, NJ 07470</b>		
7	List account number(s) here (optional)		

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number				
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or				
Employer identification number				
<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 25%;">22</td> <td style="width: 25%;">- 3482</td> <td style="width: 25%;">22</td> <td style="width: 25%;">40</td> </tr> </table>	22	- 3482	22	40
22	- 3482	22	40	

**Note:** If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

### Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the Instructions for Part II, later.

Sign Here	Signature of U.S. person 	Date <b>2/6/2025</b>
-----------	------------------------------	-------------------------

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



## STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

**Taxpayer Name:** METROPOLITAN FOODS, INC.  
**Trade Name:** DRISCOLL FOODS  
**Address:** 6 WESTBELT  
WAYNE, NJ 07470  
**Certificate Number:** 0085418  
**Effective Date:** April 30, 1998  
**Date of Issuance:** November 10, 2025

**For Office Use Only:**  
20251110153355223

Return

**STATEMENT OF CORPORATE OWNERSHIP**

*All parts must be carefully reviewed and completed to the extent applicable.  
Any material errors or omissions will result in the rejection of a bidder's entire submission.*

<b>PART 1</b>																	
<i>(Part 1 must be completed by all bidders)</i>																	
1) Full Legal/Corporate Name of Bidder: <u>Metropolitan Foods DBA Driscoll Foods</u> (hereafter, "Bidder")																	
2) Bidder's Entity Type (check one):																	
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Corporation</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>S Corporation</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> <tr> <td>Limited Liability Company</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Partnership</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Limited Partnership</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Limited Liability Partnership</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Sole Proprietorship</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Other: _____</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Corporation	<input type="checkbox"/>	S Corporation	<input checked="" type="checkbox"/>	Limited Liability Company	<input type="checkbox"/>	Partnership	<input type="checkbox"/>	Limited Partnership	<input type="checkbox"/>	Limited Liability Partnership	<input type="checkbox"/>	Sole Proprietorship	<input type="checkbox"/>	Other: _____	<input type="checkbox"/>	<i>SR</i>
Corporation	<input type="checkbox"/>																
S Corporation	<input checked="" type="checkbox"/>																
Limited Liability Company	<input type="checkbox"/>																
Partnership	<input type="checkbox"/>																
Limited Partnership	<input type="checkbox"/>																
Limited Liability Partnership	<input type="checkbox"/>																
Sole Proprietorship	<input type="checkbox"/>																
Other: _____	<input type="checkbox"/>																
3) Does any individual own a 10% or greater interest in the Bidder? (check one):																	
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Yes</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> <tr> <td>No</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>													
Yes	<input checked="" type="checkbox"/>																
No	<input type="checkbox"/>																
4) Does any entity own a 10% or greater interest in the Bidder? (check one):																	
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Yes</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>No</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> </table>	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>													
Yes	<input type="checkbox"/>																
No	<input checked="" type="checkbox"/>																
5) Does any individual or entity own a 10% or greater interest in an entity described in Question 4 above? (check one):																	
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Yes</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>No</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Not Applicable</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> </table>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>											
Yes	<input type="checkbox"/>																
No	<input type="checkbox"/>																
Not Applicable	<input checked="" type="checkbox"/>																

<b>PART 2</b>	
<i>(Part 2 must be completed if Bidder is a Corporation, S Corporation, or Limited Liability Company)</i>	
Date of Incorporation: <u>1996</u>	Place of Incorporation: <u>New Jersey</u>
Business Address: <u>6 Westbelt</u> <u>Wayne, NJ 07470</u>	
Business Telephone: <u>973-672-9400</u>	Business Fax: _____

<b>PART 3A</b>
<i>(Part 3A must be completed if you answered "Yes" to Part 1, Question 3)</i>
In accordance with <u>N.J.S.A. 52:25-24.2</u> , you must provide the legal names and addresses of <b>all individuals holding a ten percent (10%) or greater interest in the Bidder</b> (i.e., of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be).
Name: <u>Tim Driscoll</u>
Address: <u>36 Carteret Rd</u> <u>Atlendale, NJ 07401</u>
Name: _____
Address: _____
Name: _____
Address: _____
Name: _____
Address: _____
<i>(Attach additional sheets if necessary)</i>

<b>PART 3B</b>
<i>(Part 3B must be completed if you answered "Yes" to Part 1, Question 4)</i>
In accordance with <u>N.J.S.A. 52:25-24.2</u> , you must provide the legal names and addresses of <b>all entities holding a ten percent (10%) or greater interest in the Bidder</b> (i.e., if any stockholder or partner or member holding a ten percent (10%) or greater interest in Bidder is itself a corporation or partnership or limited liability company).
Name: _____
Address: _____
<i>(Attach additional sheets if necessary)</i>

**PART 3C**

*(Part 3C must be completed if you answered "Yes" to Part 1, Question 5)*

In accordance with N.J.S.A. 52:25-24.2, you must provide the legal names and addresses of **all individuals and entities holding a ten percent (10%) or greater interest in any entity listed in Part 3B hereinabove.**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

*(Attach additional sheets if necessary)*

**PART 4**

*(Part 4 is optional, and may be completed in lieu of Parts 3B and/or 3C with respect to any publicly traded entity that is a direct or indirect parent entity of the Bidder)*

To comply with N.J.S.A. 52:25-24.2, a bidder with any direct or indirect parent entity which is publicly traded may submit:

- 1) The name and address of each publicly traded entity and the name and address of each person that holds a 10 percent or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent; and
- 2) If there is any person that holds a 10 percent or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10 percent or greater beneficial interest.

**Any response to Part 4 must be provided through separately attached document(s) including all information, website links, and page numbers required by N.J.S.A. 52:25-24.2.**

**PART 5**

*(Part 5 must be completed and signed by an individual on behalf of the Bidder)*

**CERTIFICATION**

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Bidder, and that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the County of Passaic ("County") is relying on the information contained herein, and that the Bidder is under a continuing obligation from the date of this certification through the completion of any contract(s) with the County to notify the County in writing of any changes to the information contained herein. I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I will be subject to criminal prosecution under the law, and it will constitute a material breach permitting the County to declare any contract(s) resulting from this certification void and unenforceable.

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

**Date:** 10/09/25

**Name (please print):** Tim Dorsean

**Title: (please print):** President

**BID PROPOSAL**

**Proposals showing any erasure alteration must be initialed by bidder in ink. Altered items not initialed will not be considered for award.**

**Name of Bidder (i.e. Company Name)** (Please Print): Metropolitan Foods Dba Driscoll Foods

*submits the following proposal for the*

**Bread Products for the County of Passaic Departments and Institutions**

**Project SB-26-004**

**Contract Period: January 1, 2026 through March 31, 2026 with One (1) Three Month Option to Renew**

**DELIVERY:**

All articles shall be delivered to all Departments and Institutions specified with all charges prepaid, (F.O.B. Destination) in such quantities as ordered by the County of Passaic, which may be greater or lesser in amount than herein specified and in case no specific time for delivery is included by the County of Passaic when the order is given, then such goods must be delivered immediately.

No additional charges will be allowed for any transportation cost resulting from partial shipments made at the vendor's convenience.

Merchants who substitute commodities or deliver commodities not according to specifications, or who do not deliver at time specified in the proposal will be classified, as undesirable and their proposals will be refused in future bidding.

**To the Passaic County Board of County Commissioners:**

The undersigned hereby declares that they have carefully examined the Bid Documents and that they will contract to carry out and complete said Project at the following prices:

**SB-26-004 BREAD PRODUCTS MASTER SPREADSHEET FOR THE COUNTY OF PASSAIC**

Contract Period: January 1, 2026 through March 31, 2026 with One (1) Three Month Option to Renew  
FOR THE FURNISHING AND DELIVERY OF: Bread for Preakness Healthcare Center, Camp Hope, Office on Aging and other County Departments and Institutions

All quantities listed are estimates, they may be increased or decreased in any amount. Preakness Healthcare Center will require six (6) day delivery. "OR EQUAL" products will require the Vendor to identify any deviations from the specification (if any), fill in the product manuf., product ID.  
VENDORS MUST ALSO INCLUDE INFORMATION REGARDING SLICES/LOAF, ROLLS/PACK, DONUTS/PACK and PITAS/PACK etc.

Items not on the bid will not be paid. When items are discontinued and substitutes are accepted, the County is entitled to a discounted price, if applicable. When this occurs, the County needs to be notified (in writing) of the new product manuf., product ID, unit price and any discount associated with the substitution.  
This proposal is your price for each item awarded and delivered as per the specification on a line item basis.

Preakness Healthcare Center---(PHC), Camp Hope---(CH)

All Bread items must be stamped with the Bakery's date code-(i.e. each indiv. loaf, carton, pack etc.) Day old bread will not be accepted.

ITEM	DESCRIPTION	Specification	Dept	Quan.	Product ID.	Unit Price	Total Price	Comments
1	Frankfurter rolls	Sliced 12's	PHC-240 CH-10	250 pkgs	120183	3.65	912.50	rockland #0183-01
2	Hot dog rolls	PC individually wrapped 100/case	PHC-150	150 cases	not bid			
3	Hamburger rolls	Sliced 12's	PHC-250 CH-10	260 pkgs	120184	3.65	949.00	rockland#0184-01
4	Hamburger rolls	PC individually wrapped 100/case	PHC-150	150 cases	not bid			
5	Wheat hamburger buns	Sliced 12's	PHC-125	125 pkgs	120240	3.89	486.25	rockland#1403-01
6	White bread	Pullman # 3, 24 oz., 30 slices/loaf	PHC-2990 CH-10	3000 loaves	120072	4.95	14850	rockland #0072-01
7	Rye bread	1 lb., sliced	PHC-490 CH-10	500 loaves	120020	7.25	3625.00	rockland #0021-01
8	French Sticks	each	CH-25	25 loaves	120456	3.99	99.75	rockland #1204-01
9	Marble loaf	#360	CH-10	10 loaves	120042	9.75	97.50	rockland #0042-01
10	Raisin bread	1 lb., 16 slices/loaf	PHC-100 CH-5	105 loaves	120146	9.85	1034.25	rockland #0146-01
11	Wheat bread	Pullman # 4, 24 oz., 28 slices/loaf	PHC-3000	3000 loaves	120078	4.99	14970	rockland #0078-01
12	Steak roll 5" "Must be fresh baked"	Pecther's GT roll or equal	PHC-625	625 dozen	not bid			
13	Dinner rolls	Sliced, 24 pc.	PHC-3990 CH-10	4000 dozen	not bid			
14	Italian bread	20 slice/loaf	PHC-50	50 loaves	not bid			
15	Pita bread	6", 6/pkg	PHC-20	20 packs	961458	29.85	597.00	Angelis brand 60/s.5oz each cs mfrgr # 78405800006
16	Chocolate frosted donuts	12/pkg	PHC-12 CH-4	16 dozen	not bid			

COUNTY OF PASSAIC  
BOARD OF COUNTY COMMISSIONERS

Bread Products for the County of Passaic Departments and Institutions  
PROJECT SB-26-004

ITEM	DESCRIPTION	Specification	Dept	Quan.	Product ID.	Unit Price	Total Price	Comments
17	P.C. White bread	Individually wrapped 100 ct	PHC-50	50 cases	not bid			
18	P.C. Wheat bread	Individually wrapped 100 ct	PHC-750	750 cases	not bid			
19	P.C. Rye bread	Individually wrapped 100 ct	PHC-375	375 cases	not bid			
20	P.C. Italian bread	Individually wrapped 100 ct	PHC-150	150 cases	not bid			
21	P.C. Dinner rolls	Individually wrapped 100 ct	PHC-750	750 cases	not bid			
22	Assorted Donuts	8 pack., 16 oz. pkg	PHC-12	12 dozen	not bid			
23	Assorted fresh baked donuts	12/pkg	PHC-18 CH-3	21 dozen	not bid			
24	Assorted fresh baked danish pastries	12/pkg	PHC-18 CH-3	21 dozen	not bid			
25	Assorted fresh baked mini-danish pastries	12/pkg	PHC-38	38 dozen	not bid			
26	Fresh baked large croissants	3-4 oz.	PHC-7 CH-1	8 dozen	not bid			
27	Fresh baked small croissants	2 oz.	PHC-5	5 dozen	not bid			
28	Fresh baked bagels	3-4 oz.	PHC-7 CH-1	8 dozen	not bid			
29	Fresh baked cupcakes	12/pkg	PHC-90 CH-10	100 dozen	not bid			
30	Jumbo muffins	5 oz.	PHC-7 CH-1	8 dozen	not bid			
31	Mini Italian pastries	12/pkg	PHC-12 CH-2	14 dozen	not bid			
32	Kaiser or Pan roll	12/pkg	PHC-130 CH-10	140 dozen	120402	5.25	735	rockland #0402-02
33	Assorted layer cake	10 inch	PHC-10 CH-4	14 cakes	995505	82.80	331.20	pelliman#4628 coconut chocolate straw vanilla
34	Scones, assorted flavors	12/pkg	PHC-5	5 dozen	120904	82.50	82.50	David's Brand #28606 804oz pack
35	Cookie tray	2 pound	PHC-15	15 trays	926008	42.50	637.50	David's Brand #10311 5 lb Cookie Asst
36	Made to order sheet cake							
	a) 1/4 sheet	Buttercream icing, standard filling	PHC-3	3 sheets	not bid			
	b) 1/2 sheet	Buttercream icing, standard filling	PHC-5	5 sheets	not bid			

ITEM	DESCRIPTION	Specification	Dept	Quan.	Product ID.	Unit Price	Total Price	Comments
	c) Full sheet	Buttercream icing, standard filling	PHC-3 CH-1	4 sheets				
37	Mini-donuts assorted	2 oz.	PHC-25	25 dozen				
38	Mini-muffins assorted	2 oz.	PHC-25	25 dozen				
39	Mini-danish	2 oz.	PHC-25	25 dozen				
40	Honey dipped sticks	3 oz.	PHC-5	5 dozen				
41	Apple fritters	6 oz.	PHC-3	3 dozen				
42	Cake style donuts assorted	4 oz.	PHC-12	12 dozen				
43	3' Italian Hero	each	PHC-4	4 loaves				
44	Irish Soda Bread Dinner Rolls	Individually wrapped	PHC-1650	1650 pieces				
45	Irish Soda Bread Solid	each	PHC-55	55 loaves	120082	7.25	398.75	rockland#0082-01
46	Black & White Cookie	Individually wrapped	PHC-21	21 dozen	NOT BID			
47	Cinnamon Sugar Churro	Traditional Black/White, Red/White (Seasonal) and Green/White (Seasonal)	PHC-125	125 pieces	932910	95.40	95.40	J&J Snack #3328 CHURRO WITH SUGAR & CINNA 1/10OCT
48	Hot Cross Buns	12/pkg	PHC-18	18 dozen	120307	26.85	483.30	rockland# 0214-01

All Bread items must be stamped with the Bakery's date code-(i.e. each indiv. loaf, carton, pack etc.) Day old bread will not be accepted.

17

Total number of items bid upon:

40385

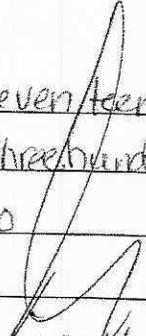
Total amount of bid \$:

**BIDDERS PLEASE SUBMIT ORIGINAL AND TWO (2) COPIES**

**Total Number of Items Bid Upon:** seventeen

**Amount in Words:** forty thousand three hundred eighty five dollars and no cents

**Amount in Numbers:** \$ 40,385.00

**Signature of Authorized Representative:** 

**Name (Please Print or Type):** Tim Driscoll

**Title (Please Print):** President

**Date:** 10/29/25

**Telephone Number:** 973-672-9400

**Fax Number:** \_\_\_\_\_

**Email Address:** dnoel@driscollfoods.com

**DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

**Part 1: Certification**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that the person or entity, or one of the person or entity's parents, subsidiaries, or affiliates, is not identified on a list created and maintained by the New Jersey Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran.

The Chapter 25 list is found on the State of New Jersey Division of Purchase and Property website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review the list prior to completing the certification below. Failure to complete the certification will render a bidder's proposal non-responsive.

**PLEASE CHECK THE APPROPRIATE BOX:**

I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed herein nor any of the bidder's parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25. I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. **I will skip Part 2 and sign and complete the Certification below.**

**OR**

I am unable to certify as above because the bidder and/or one of more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's Chapter 25 list. I will provide a detailed, accurate, and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines, and/or sanctions will be assessed as provided by law.

**Part 2: Please provide further information related to investment activities in Iran.**

Name \_\_\_\_\_ Relationship to Bidder/Offeror \_\_\_\_\_

Description of Activities \_\_\_\_\_

Duration of Engagement \_\_\_\_\_ Anticipated Cessation Date \_\_\_\_\_

Bidder/Offeror Contact Name \_\_\_\_\_ Contact Phone Number \_\_\_\_\_

**Certification:** I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above referenced person or entity. I acknowledge that Passaic County is relying on the information contained herein and hereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the County to notify the County in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with Passaic County, New Jersey and that the County at its option may declare any contract(s) resulting from this certification void and unenforceable.

**Name of Bidder (i.e. Company Name)** (Please Print): Metropolitan Foods, Dba Driscoll Foods

**Signature of Authorized Representative:** \_\_\_\_\_

**Name (Please Print):** Tim Driscoll

**Title (Please Print):** President **Date:** 10/29/05

### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

OR

OR

- A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

(Attach Additional Sheets if Necessary.)

Signature of Vendor's Authorized Representative

Tim Driscoll President

Print Name and Title of Vendor's Authorized Representative

Metropolitan Foods DBA Driscoll Foods

Vendor's Name (i.e. Company Name)

6 Westbelt

Vendor's Address (Street Address)

Wayne NJ 07470

Vendor's Address (City/State/Zip Code)

10/29/25

Date

22-3482240

Vendor's PEIN, EIN, or FTIN

973-672-9400

Vendor's Phone Number

Vendor's Fax Number

timdriscoll@driscollfoods.com

Vendor's Email Address

#### Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

**SB-26-004 BREAD PRODUCTS MASTER SPREADSHEET FOR THE COUNTY OF PASSAIC**

Contract Period: January 1, 2026 through March 31, 2026 with One (1) Three Month Option to Renew

FOR THE FURNISHING AND DELIVERY OF: Bread for Preakness Healthcare Center, Camp Hope, Office on Aging and other County Departments and Institutions

All quantities listed are estimates, they may be increased or decreased in any amount. Preakness Healthcare Center will require six (6) day delivery. "OR EQUAL" products will require the items not on the bid will not be paid. When items are discontinued and substitutes are accepted, the County is entitled to a discounted price, if applicable. When this occurs, the County needs to be notified (in writing) of the new

This proposal is your price for each item awarded and delivered as per the specification on a line item basis.

Preakness Healthcare Center---(PHC), Camp Hope---(CH)

All Bread items must be stamped with the Bakery's date code (i.e. each indiv. loaf, carton, pack etc.) Day old bread will not be accepted.

ITEM	DESCRIPTION	Specification	Dept	Quan.	Vendor	Product ID.	Unit Price	Total Price	Comments
1	Frankfurter rolls	Sliced 12's	PHC-240	250	RP BAKING dba PECHTER'S	0183-01	\$2.34	\$585.00	
			CH-10						
2	Hot dog rolls	PC individually wrapped 100/case	PHC-150	150	RP BAKING dba PECHTER'S	0183-05	\$2.70	\$405.00	
3	Hamburger rolls	Sliced 12's	PHC-2500	260	RP BAKING dba PECHTER'S	0184-01	\$2.34	\$608.40	
			CH-10						
4	Hamburger rolls	PC individually wrapped 100/case	PHC-150	150	RP BAKING dba PECHTER'S	0184-04	\$2.70	\$405.00	
5	Wheat hamburger buns	Sliced 12's	PHC-125	125	RP BAKING dba PECHTER'S	1403-01	\$2.49	\$311.25	
6	White bread	Pullman # 3, 24 oz., 30 slices/loaf	PHC-2990	3000	RP BAKING dba PECHTER'S	0243-01	\$2.15	\$6,450.00	
			CH-10						
7	Rye bread	1 lb., sliced	PHC- 490	500	RP BAKING dba PECHTER'S	2251-01	\$2.20	\$1,100.00	
			CH-10						
8	French Slicks	each	CH-25	25	RP BAKING dba PECHTER'S	0108-01	\$2.05	\$51.25	
9	Marble loaf	#360	CH-10	10	RP BAKING dba PECHTER'S	0042-01	\$5.76	\$57.60	
10	Raisin bread	1 lb., 16 slices/loaf	PHC-100	105	RP BAKING dba PECHTER'S	0146-01	\$4.15	\$435.75	
			CH-5						
11	Wheat bread	Pullman # 4, 24 oz., 28 slices/loaf	PHC-3000	3000	RP BAKING dba PECHTER'S	0244-01	\$2.15	\$6,450.00	
12	Steak roll 5" "Must be fresh baked"	Pecther's GT roll or equal	PHC-625	625	RP BAKING dba PECHTER'S	0246-02	\$6.00	\$3,750.00	

13	Dinner rolls	Sliced, 24 pc.	PHC-3990	4000					
			CH-10	dozen	RP BAKING dba PECHTER'S	0452-01	\$3.19	\$12,760.00	16/Pk Not Sliced
14	Italian bread	20 slice/loaf	PHC-50	50					
				loaves	RP BAKING dba PECHTER'S	0084-01	\$4.39	\$219.50	
15	Pita bread	6", 6/pkg	PHC-20	20					
				packs	RP BAKING dba PECHTER'S	0174-01	\$4.25	\$85.00	
16	Chocolate frosted donuts	12/pkg	PHC-12	16					
			CH-4	dozen	RP BAKING dba PECHTER'S	0204-01	\$8.94	\$143.04	Dozen
17	P.C. White bread	Individually wrapped 100 ct	PHC-50	50					
18	P.C. Wheat bread	Individually wrapped 100 ct	PHC-750	750					
19	P.C. Rye bread	Individually wrapped 100 ct	PHC-375	375					
20	P.C. Italian bread	Individually wrapped 100ct	PHC-150	150					
21	P.C. Dinner rolls	Individually wrapped 100 ct	PHC-750	750					
22	Assorted Donuts	8 pack., 16 oz. pkg	PHC-12	12 dozen	NO BID	NO BID	NO BID	NO BID	NO BID
23	Assorted fresh baked donuts	12/pkg	PHC-18	21					
			CH-3	dozen	RP BAKING dba PECHTER'S	0593-01	\$8.94	\$187.74	Dozen
24	Assorted fresh baked danish pastries	12/pkg	PHC-18	21					
			CH-3	dozen	RP BAKING dba PECHTER'S	0806-01	\$1.16	\$292.32	Each
25	Assorted fresh baked mini-danish pastries	12/pkg	PHC-38	38					
				dozen	RP BAKING dba PECHTER'S	0499-01	\$13.46	\$511.48	DOZEN-2DZ/BOX
26	Fresh baked large croissants	3-4 oz.	PHC-7	8					
			CH-1	dozen	RP BAKING dba PECHTER'S	0300-01	\$11.66	\$93.28	Dozen
27	Fresh baked small croissants	2 oz.	PHC-5	5					
				dozen	RP BAKING dba PECHTER'S	0262-01	\$11.67	\$58.35	Dozen

28	Fresh baked bagels	3-4 oz.	PHC-7	8	RP BAKING dba PECHTER'S	0125-02	\$4.10	\$32.80	PLAIN, CINNAMON, ONION, SESAME
			CH-1	dozen					
29	Fresh baked cupcakes	12/pkg	PHC-290	100	RP BAKING dba PECHTER'S	0231-01 0233-01	\$6.60	\$660.00	DOZEN-2DZ/BOX
			CH-10	dozen					
30	Jumbo muffins	5 oz.	PHC-7	8	RP BAKING dba PECHTER'S	0844-01	\$14.11	\$112.88	ASS'D UNWRAPPED/DOZEN
			CH-1	dozen					
31	Mini Italian pastries	12/pkg	PHC-12	14	RP BAKING dba PECHTER'S	054-01	\$16.26	\$227.64	ASS'D DOZEN
			CH-2	dozen					
32	Kaiser or Pan roll	12/pkg	PHC-130	140	RP BAKING dba PECHTER'S	0583-02	\$3.65	\$511.00	Dozen
			CH-10	dozen					
33	Assorted layer cake	10 inch	PHC-10	14	RP BAKING dba PECHTER'S		\$32.07	\$448.98	EACH
			CH-4	cakes					
34	Scones, assorted flavors	12/pkg	PHC-5	5	RP BAKING dba PECHTER'S		\$16.04	\$80.20	Dozen
				dozen					
35	Cookie tray	2 pound	PHC-15	15	RP BAKING dba PECHTER'S	0615-01	\$6.60	\$99.00	1LB COOKIE ASS'D TRAY
				trays					
36	Made to order sheet cake								
	a) 1/4 sheet	Buttercream icing, standard filling	PHC-3	3	RP BAKING dba PECHTER'S	0441-01	\$65.62	\$196.86	
	b) 1/2 sheet	Buttercream icing, standard filling	PHC-5	5	RP BAKING dba PECHTER'S	0442-01	\$79.50	\$397.50	
	c) Full sheet	Buttercream icing, standard filling	PHC-3	4	RP BAKING dba PECHTER'S	0443-01	\$175.00	\$700.00	
37	Mini-donuts assorted	2 oz.	PHC-25	25	RP BAKING dba PECHTER'S	0924-01	\$17.49	\$437.25	PRE-ORDER 24/BOX
				dozen					
38	Mini-muffins assorted	2 oz.	PHC-25	25	RP BAKING dba PECHTER'S	0490-01	\$11.00	\$275.00	
				dozen					
39	Mini-danish	2 oz.	PHC-25	25	NO BID	NO BID	NO BID	NO BID	NO BID
40	Honey dipped sticks	3 oz.	PHC-5	5	NO BID	NO BID	NO BID	NO BID	NO BID
				dozen					

41	Apple fritters	6 oz.	PHC-3	3 dozen	RP BAKING dba PECHTER'S	0585-01	\$8.94	\$26.85	
42	Cake style donuts assorted	4 oz.	PHC-12	12 dozen	NO BID	NO BID	NO BID	NO BID	NO BID
43	3' Italian Hero	each	PHC-4	4 loaves	RP BAKING dba PECHTER'S	0631-01	\$10.04	\$40.16	
44	Irish Soda Bread Dinner Rolls	Individually wrapped	PHC-1650	1650 pieces	RP BAKING dba PECHTER'S	0576-02	\$4.32	\$7,128.00	Dozen
45	Irish Soda Bread Solid	each	PHC-55	55 loaves	RP BAKING dba PECHTER'S	0082-01	\$4.42	\$243.10	
46	Black & White Cookie	Individually wrapped Traditional Black/White, Red/White (Seasonal) and Green/White (Seasonal)	PHC-21	21 dozen	RP BAKING dba PECHTER'S	0271-02	\$20.59	\$432.39	
47	Cinnamon Sugar Churro		PHC-125	125 pieces	METRO FOODS dba DRISCOLL	932910	\$95.40	\$95.40	J&J Snack #3328 CHURRO WITH SUGAR & CINNA 1/100CT
48	Hot Cross Buns	12/pkg	PHC-18	18 dozen	RP BAKING dba PECHTER'S	0214-01	\$15.08	\$271.44	

All Bread items must be stamped with the Bakery's date code-(i.e. each indiv. loaf, carton, pack etc.) Day old bread will not be accepted.

Total number of items bid upon: \_\_\_\_\_

Total amount of bid \$: \_\_\_\_\_

**BIDDERS PLEASE SUBMIT ORIGINAL AND TWO (2) COPIES**

<b>VENDOR</b>	<b>SB-26-004 WINNING LINE ITEM</b>
<b>METROPOLITAN FOODS dba DRISCOLL FOODS</b>	47
<b>RP BAKING LLC dba PECHTER'S</b>	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36a, 36b, 36c, 37, 38, 41, 43, 44, 45, 46, 48



# County of Passaic

401 Grand Street  
Paterson, New Jersey  
07505  
Tel: 973-881-4402  
Fax: 973-742-3746

## Item Details

**File Number: 23-1178**

<b>File ID:</b> 23-1178	<b>Type:</b> Resolution	<b>Status:</b> Passed
<b>Version:</b> 1	<b>Agenda Section:</b>	<b>In Control:</b> Health and Human Services
<b>Subject:</b>		<b>File Created:</b> 11/17/2023
		<b>Final Action:</b> 11/21/2023

**Title:** RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO RP BAKING, LLC D/B/A PECHTER'S TO PROVIDE BREAD PRODUCTS TO PREAKNESS HEALTHCARE CENTER, PURSUANT TO N.J.S.A. 40A:11-4 ET SEQ. AND SB-24-001

### Internal Notes:

#### Sponsors:

**Enactment Date:** 11/21/2023

**Attachments:** Cover Page, 23-1178, Contract Extension, SB-24-001\_BID\_TALLY\_SHEET

**Enactment #:** R-23-1067

#### Recommendation:

**Hearing Date:**

#### Entered by:

**Effective Date:**

### History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Board of County Commissioners Regular Meeting	11/21/2023	Adopted				Pass
			AYES: 7	Duffy, Gallo, James, Lazzara, Bartlett, Lepore, and Cruz			
			NAY: 0				
			ABSTAIN: 0				
			RECUSED: 0				

**County of Passaic  
Board of County Commissioners**



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
Deputy Director John W. Bartlett  
Orlando Cruz  
Terry Duffy  
Nicolino Gallo  
Bruce James  
Cassandra "Sandi" Lazzara

401 Grand Street  
Paterson, New Jersey 07505  
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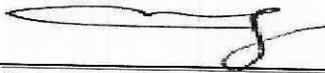
Matthew P. Jordan, Esq.  
Administrator  
Nadege D. Allwaters, Esq.  
County Counsel  
Louis E. Imhof, RMC  
Clerk Of The Board

Date: Nov 21, 2023 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO RP BAKING, LLC  
D/B/A PECHTER'S TO PROVIDE BREAD PRODUCTS TO PREAKNESS HEALTHCARE  
CENTER, PURSUANT TO N.J.S.A. 40A:11-4 ET SEQ. AND SB-24-001

THIS RESOLUTION WAS REQUESTED BY:  
PREAKNESS HEALTHCARE CENTER

REVIEWED BY:

  
\_\_\_\_\_  
Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

  
\_\_\_\_\_  
Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	11/21/2023
Introduced Date	11/17/2023
Adopted Date	
Agenda Item	42.
CAF#	4-01-27-172-001-F04
Purchase Req. #	
Result	

Health and Human Services  
COMMITTEE NAME

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO RP BAKING, LLC D/B/A PECHTER'S TO PROVIDE BREAD PRODUCTS TO PREAKNESS HEALTHCARE CENTER, PURSUANT TO N.J.S.A. 40A:11-4 ET SEQ. AND SB-24-001**

**WHEREAS**, the County of Passaic ("County") is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic ("Board") is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, Preakness Healthcare Center ("Preakness") is a New Jersey Department of Health licensed, 406-bed skilled nursing facility that is owned and operated by the Board; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4, et seq., for every contract awarded by the County for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold established pursuant to N.J.S.A. 40A:11-3, shall be awarded by resolution of the Board to the lowest responsible bidder after public advertising for bids and bidding thereof; and

**WHEREAS**, on August 23, 2023, the Passaic County Purchasing Agent issued SB-24-001, Bread Products for the County of Passaic Departments and Institutions ("SB-24-001") in compliance with N.J.S.A. 40A:11-4, et seq., that solicited competitive pricing from qualified vendors for the goods and services sought therein; and

**WHEREAS**, RP Baking, LLC d/b/a Pechter's is the lowest responsible bidder to SB-24-001, as evidenced by the tally sheet attached hereto and made part of this Resolution; and

**WHEREAS**, the Executive Director of Preakness is recommending to award a contract to RP Baking, LLC d/b/a Pechter's to provide bread products to Preakness for calendar year 2024, in an amount not to exceed two hundred fifty-two thousand nine hundred ninety-four dollars and sixty-five cents (\$252,994.65), with one year option to be exercised at the discretion of the Board; and

**WHEREAS**, funds are available in Account No. 4-01-27-172-001-F04, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2024 and/or subsequent County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 8, 2023, Health, and Human Services Committee meeting, and is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-4, the Board of County Commissioners of the County of Passaic hereby authorizes a contract award to RP Baking, LLC d/b/a Pechter's to provide bread products to Preakness Healthcare Center for calendar year 2024, in an amount not to exceed two hundred fifty-two thousand nine hundred ninety-four dollars and sixty-five cents (\$252,994.65), with one year option to be exercised at the discretion of the Board, in accordance with the terms and conditions set forth in SB-24-001.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, Purchasing Agent, Executive Director of Preakness, and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

SF

November 21, 2023

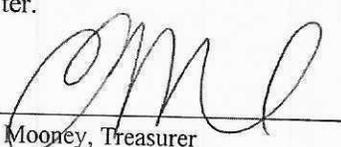
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$252,994.65

APPROPRIATION: \*Contingent upon availability of funds in 2024 adopted budget

PURPOSE: Award contract to RP Baking, LLC d/b/a Pechter's to provide bread products to Preakness Healthcare Center.

  
Erin Mooney, Treasurer

DATED: November 21, 2023

<b>VENDOR</b>	<b>SB-26-004 WINNING LINE ITEM</b>
<b>METROPOLITAN FOODS dba DRISCOLL FOODS</b>	47
<b>RP BAKING LLC dba PECHTER'S</b>	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36a, 36b, 36c, 37, 38, 41, 43, 44, 45, 46, 48

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
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**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION TO INCREASE THE AMOUNT APPROPRIATED FOR TM ADAMS, INC., WHO WAS QUALIFIED THROUGH RFQ-25-083: EXPAND POOL WEATHERIZATION ASSISTANCE PROGRAM (WAP) RESIDENTIAL HEATING SYSTEMS UPGRADES AND REPAIRS, ON AN AS-NEEDED BASIS BY THE DIVISION OF WEATHERIZATION, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 SENIOR SERVICES, DISABILITY,  
 NUTRITION, VETERAN'S AFFAIRS &  
 TRANSPORTATION

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REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	42.
CAF#	G-01-41-707-024-213
Purchase Req. #	
Result	

Health and Human Services

COMMITTEE NAME

**RESOLUTION TO INCREASE THE AMOUNT APPROPRIATED FOR TM ADAMS, INC., WHO WAS QUALIFIED THROUGH RFQ-25-083: EXPAND POOL WEATHERIZATION ASSISTANCE PROGRAM (WAP) RESIDENTIAL HEATING SYSTEMS UPGRADES AND REPAIRS, ON AN AS-NEEDED BASIS BY THE DIVISION OF WEATHERIZATION, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ.**

**WHEREAS**, the County of Passaic (the “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic (hereinafter the “Board”) are vested with decision-making powers on behalf of the County; and

**WHEREAS**, the County, through its Division of Weatherization and Home Energy (hereafter “Division”) of the Department of Senior Services administers various programs to reduce energy costs for low-income residents in Passaic County by improving energy efficiency; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5, et seq., the Purchasing Agent issued RFQ-25-083: Expand Pool Weatherization Assistance Program (WAP) Residential Heating Systems Upgrades and Repairs (hereafter “RFQ-25-083”), seeking qualifications for a pool of qualified contractors to provide professional weatherization remediation services consisting of insulation, ventilation, and related work activity for residents of the County; and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, the County’s request for qualifications is a fair and open process, specifically, the qualification for RFQ-25-083 is publicly advertised, awarded under a process that provides for public solicitation of qualifications, established the basis of an award and disclosure process documented in writing prior to any solicitation, and is publicly opened and announced when awarded; and

**WHEREAS**, pursuant to Resolution R-25-639, dated July 15, 2025, the Board qualified and awarded a contract to TM Adams, Inc. of Saddle Brook, NJ, on an as-needed basis, for the period August 1, 2025, through July 31, 2026, with an appropriation amount of \$35,000.00; and

**WHEREAS**, the Division’s final invoice for TM Adams, Inc. (requisition R5-13743), in the amount of \$12,360.00, exceeds the \$35,000.00 appropriation by \$2,877.50; and

**WHEREAS**, as a result, the Division is requesting to add HIP 2024 grant funds in the amount of \$2,877.50 to the appropriation amount for vendor TM Adams, Inc., through RFQ-25-083, increasing the total appropriation amount to \$37,877.50; and

**WHEREAS**, the appropriation increase of \$2,877.50 is part of the \$12,360.00 amount of R5-13743; and

**WHEREAS**, funds are available in Account No. G-01-41-707-024-213 or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., vendor executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying the vendor is not involved in prohibited activities in Russia and Belarus, and the County confirmed vendor is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, this matter was discussed at the December 2, 2025, meeting of the Health and Human Services Committee and is being recommended to the Board for approval; and

**NOW THEREFORE LET IT BE RESOLVED**, that the Board of County Commissioners of the County of Passaic authorizes the addition of HIP 2024 grant funds in the amount of \$2,877.50 to the appropriation amount for TM Adams, Inc., increasing the total appropriation amount for RFQ-25-083 to \$37,877.50; and

**LET IT BE FURTHER RESOLVED**, that the Director of the Board, the Clerk to the Board,

County Counsel, Director to the Weatherization & Home Energy Division, and Purchasing Agent are authorized to execute any agreement and take any other steps necessary to carry out the purpose of this Resolution; and

JDP

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$2,877.50

APPROPRIATION: G-01-41-707-024-213

PURPOSE: Authorize increase in award to TM Adams, Inc. who was qualified through RFQ-25-083: Expand Pool Weatherization Assistance Program (WAP) Residential Heating Systems Upgrades and Repairs on an as needed basis.



Richard Cahill, Director of Finance

DATED: December 9, 2025



### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

SHORT DESCRIPTION Passaic County Weatherization Assistance Program

REQUISITION No./CONTRACT No. Passaic County RFQ-25-083, Requisition # R5-13743 (Client Bonnie Wilson, Job # 39-25H)

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

(Attach Additional Sheets if Necessary.)

[Signature]  
Signature of Vendor's Authorized Representative

12/4/2025  
Date

Owner  
Print Name and Title of Vendor's Authorized Representative

270279393  
Vendor's FEIN, EIN or FTIN

Tm Adams INC  
Vendor's Name

973-809.4345  
Vendor's Phone Number

121 Platt Ave  
Vendor's Address (Street Address)

Office @ TmAdams.com  
Vendor's Fax Number

Saddle Brook  
Vendor's Address (City/State/Zip Code)

Office @ TmAdams.com  
Vendor's Email Address

#### Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
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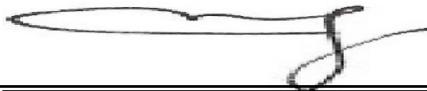
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO DISCOVERY MAP INTERNATIONAL, INC., TO CREATE A UNIQUE TOURISM MAP HIGHLIGHTING PASSAIC COUNTY DESTINATIONS, FOR THE DEPARTMENT OF CULTURAL & HISTORIC AFFAIRS, PURSUANT TO N.J.S.A. 40A:11-5(k)

THIS RESOLUTION WAS REQUESTED BY:  
 CULTURAL AND HISTORIC AFFAIRS

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	43.
CAF#	G-01-41-785-025-201
Purchase Req. #	
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO DISCOVERY MAP INTERNATIONAL, INC., TO CREATE A UNIQUE TOURISM MAP HIGHLIGHTING PASSAIC COUNTY DESTINATIONS, FOR THE DEPARTMENT OF CULTURAL & HISTORIC AFFAIRS, PURSUANT TO N.J.S.A. 40A:11-5(k)**

**WHEREAS**, the County of Passaic (hereafter “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic (hereafter “Board”) are vested with decision making powers on behalf of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5(k), contracts may be negotiated and awarded by the Board without public advertising for bids and bidding thereof and shall be awarded by resolution of the Board if it is for the acquisition of artifacts or other items of unique intrinsic, artistic, or historical character; and

**WHEREAS**, Discovery Map International, Inc., provided a quote to create an illustrated tourism map of Passaic County, featuring landmarks, shops, restaurants and points of interest, for the Department of Cultural & Historic Affairs, in a total amount not to exceed nine thousand two hundred fifty dollars (\$9,250.00), which is being recommended for approval by the Director of the Department of Cultural & Historic Affairs; and

**WHEREAS**, Discovery Map International, Inc., executed and notarized the County’s Business Entity Disclosure Certification for non-fair and open contracts required pursuant to N.J.S.A. 19:44A-20.8, which is attached to and made part of this resolution; and

**WHEREAS**, funds are available in Account No. G-01-41-785-025-201, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2025 meeting of the Public Works Committee, and is being recommended to the Board for approval; and

**NOW, THEREFORE LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5(k), the Board of County Commissioners of the County of Passaic authorizes an award of contract to Discovery Map International, Inc., in a total amount not to exceed nine thousand two hundred fifty dollars (\$9,250.00) to create an illustrated tourism map of Passaic County, featuring landmarks, shops, restaurants and points of interest for the Department of Cultural & Historic Affairs.

**LET IT BE FURTHER RESOLVED**, the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract to the Discovery Map International, Inc., and maintain a copy of the resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, and the Director of the Board are authorized to take any other steps necessary to carry out the purpose of this resolution.

KJB

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$9,250.00

APPROPRIATION: G-01-41-785-025-201

PURPOSE: Award contract to Discovery Map International, Inc., to create an illustrated tourism map of Passaic County, featuring landmarks, shops, restaurants and points of interest, for the Department of Cultural & Historic Affairs.



---

Richard Cahill, Director of Finance

DATED: December 9, 2025



# BUSINESS ENTITY DISCLOSURE CERTIFICATION

FOR NON-FAIR AND OPEN CONTRACTS

Required Pursuant to N.J.S.A. 19:44A-20.8

## COUNTY OF PASSAIC

### Part I - Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstance, does hereby certify that the Discovery Map International, Inc., its subsidiaries, assigns or principals controlling an excess of ten percent (10%) of the business entity has neither made a reportable contribution prohibited under N.J.S.A. 19:44A-20.4, et seq, in the year preceding the Non-Fair and Open Contract awarded in the year 2025 for Map Production ("Contract") nor will it make any reportable contributions during the term of the Contract to any of the following name candidate committees, joint candidate committees, and political party committees representing the elected officials of the County of Passaic, as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r)

Bruce James for County Commissioner	Rodney A. De Vore for Commissioner
Friends of Pat Lepore	Friends of Danielle Ireland Imhof
Friends of John Bartlett	Friends of Cassanova for Surrogate
Friends of Terry Duffy	Friends of Adamo for Sheriff
Sandi Lazzara for Commissioner	
Friends of Orlando Cruz for Commissioner	

### Part II - Ownership Disclosure Certification

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

Check the box that represents the type of business entity:

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

Name of Stock or Shareholder	Home Address
Peter Hans	2638 North Rd. Waitsfield VT 05673

### Part 3 - Signature and Attestation

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

Name of Business Entity: Discovery Map International Inc.

Signed: [Signature]

Title: President

Printed Name: Peter L Hans

Date: 12/3/25

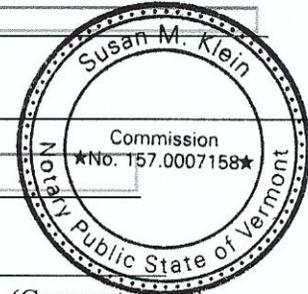
Subscribed and sworn before me this 3rd day of December, 2025.

[Signature]  
(Affiant)

My Commission expires: 1/31/27

Susan M Klein

(Print name & title of affiant)



(Corporate Seal)

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
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**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO CLARKE CATON HINTZ FOR RESTORATIVE WORK ON INTERIOR FINISHES AT LAMBERT CASTLE IN THE CITY OF PATERSON, RFQ-25-064, PURSUANT TO N.J.S.A. 40A: 11-5, ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 CULTURAL AND HISTORIC AFFAIRS

---

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	44.
CAF#	C-04-55-162-001-902
Purchase Req. #	
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO CLARKE CATON HINTZ FOR RESTORATIVE WORK ON INTERIOR FINISHES AT LAMBERT CASTLE IN THE CITY OF PATERSON, RFQ-25-064, PURSUANT TO N.J.S.A. 40A: 11-5, ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners for the County of Passaic (hereafter “Board”) is vested with decision making powers on behalf of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5, et seq., any contract the amount of which exceeds the bid threshold, may be negotiated and awarded by the governing body without public advertising for bids and bidding therefor and shall be awarded by resolution of the governing body if, the subject matter consists of professional services; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5, et seq. the County issued RFQ-25-064, Preservation Architects Architectural Historians, Archeologists, Cultural Resource Management Consultants, Etc. for Calendar Year 2025 (hereafter “RFQ-25-064”) seeking qualifications for a pool of professional consultants for calendar year 2025, to be hired on an as-needed basis by the County; and

**WHEREAS**, on January 21, 2025, the Board passed Resolution No. R-25-64, qualifying a pool of preservation architects, architectural historians, archaeologists, and cultural resource management consultants for calendar year 2025, as recommended by the Passaic County Engineer, to be hired on an as-needed basis, which included Clarke Caton Hintz; and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, the County’s request for qualifications is a fair and open process, specifically, the qualification for the pool of preservation architects, architectural historians, archaeologists, and cultural resource management consultants for calendar year 2025 is publicly advertised, awarded under a process that provides for public solicitation of qualifications, established the basis of an award and disclosure process documented in writing prior to any solicitation, and is publicly opened and announced when awarded; and

**WHEREAS**, the Director of the Department of Cultural & Historic Affairs is recommending that the Board authorize an award of contract to Clarke Caton Hintz to provide design and restoration services for interior finishes at Lambert Castle in the City of Paterson, in an amount not to exceed thirty-five thousand eight hundred fifteen dollars (\$35,815.00), pursuant to the proposal, attached hereto and made part hereof; and

**WHEREAS**, funds are available in Account No., C-04-55-162-001-902 or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2025 meeting of the Public Works Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5, that the Board of County Commissioners of the County of Passaic hereby authorizes an award of contract to Clarke Caton Hintz, to provide design and restoration services for interior finishes at Lambert Castle in the City of Paterson, in an amount not to exceed thirty-five thousand eight hundred fifteen dollars (\$35,815.00), as recommended by the Director of the Department of Cultural & Historic Affairs.

**LET IT BE FURTHER RESOLVED**, the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract to Clarke Caton Hintz, and maintain a copy of the resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, and Director of the Board of County Commissioners are authorized to execute the contract and take any other steps necessary to carry out the purpose of this Resolution.

KJB

December 9, 2025

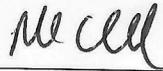
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$35,815.00

APPROPRIATION: C-04-55-162-001-902

PURPOSE: Award contract to Clarke Caton Hintz, to provide design and restoration services for interior finishes at Lambert Castle in the City of Paterson.



---

Richard Cahill, Director of Finance

DATED: December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
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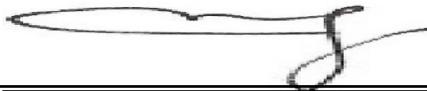
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO PENNONI ASSOCIATES, INC., TO PROVIDE LICENSED SITE REMEDIATION PROFESSIONAL SERVICES FOR LAMBERT CASTLE IN THE CITY OF PATERSON, RFQ-25-013, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 CULTURAL AND HISTORIC AFFAIRS

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	45.
CAF#	C-04-55-162-001-902
Purchase Req. #	R5-13629
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO PENNONI ASSOCIATES, INC., TO PROVIDE LICENSED SITE REMEDIATION PROFESSIONAL SERVICES FOR LAMBERT CASTLE IN THE CITY OF PATERSON, RFQ-25-013, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners for the County of Passaic (hereafter “Board”) is vested with decision-making powers on behalf of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5, et seq., any contract the amount of which exceeds the bid threshold, may be negotiated and awarded by the governing body without public advertising for bids and bidding therefor and shall be awarded by resolution of the governing body if, the subject matter consists of professional services; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5, et seq. the County issued RFQ-25-013, Engineers, Architects, Land Surveyors, Planners, Landscape Architects, Golf Course Architects/Designers, And Environmental and Safety/Engineering Consultants (hereafter “RFQ-25-013”) seeking qualifications for a pool of engineers, architects, land surveyors, planners, landscape architects, and environmental health and safety engineers for calendar year 2025, to be hired on an as-needed basis, to provide professional services to the County; and

**WHEREAS**, on January 21, 2025, the Board passed Resolution No. R-25-0058, qualifying a pool of engineers, architects, land surveyors, planners, landscape architects, and environmental health and safety engineers for calendar year 2025, as recommended by the Passaic County Engineer, to be hired on an as-needed basis, which included Pennoni Associates, Inc.; and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, the County’s request for qualifications is a fair and open process, specifically, the qualification for the pool of engineers, architects, land surveyors, planners, landscape architects, and environmental health and safety engineers for calendar year 2025 is publicly advertised, awarded under a process that provides for public solicitation of qualifications, established the basis of an award and disclosure process documented in writing prior to any solicitation, and is publicly opened and announced when awarded; and

**WHEREAS**, the Director of the Department of Cultural & Historic Affairs is recommending an award of contract to Pennoni Associates, Inc., to provide licensed site remediation professional (LSRP) services needed at Lambert Castle in the City of Paterson in an amount not to exceed sixty-five thousand dollars (\$65,000.00), pursuant to the proposal submitted by Pennoni Associates, Inc., attached hereto and included herewith; and

**WHEREAS**, funds are available in Account No., C-04-55-162-001-902 or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2025 meeting of the Public Works Committee, and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-4, et seq. the Board of County Commissioners of the County of Passaic hereby authorizes an award of contract to Pennoni Associates, Inc., to provide licensed site remediation professional (LSRP) services needed at Lambert Castle in the City of Paterson in an amount not to exceed sixty-five thousand dollars (\$65,000.00), as recommended by the Director of the Department of Cultural & Historic Affairs.

**LET IT BE FURTHER RESOLVED**, the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract to Pennoni Associates, Inc. and maintain a copy of the resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, and Director of the Board of County Commissioners are authorized to execute an agreement and take any other steps necessary to carry out the purpose of this Resolution.

KJB

December 9, 2025

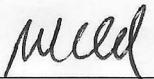
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$65,000.00

APPROPRIATION: C-04-55-162-001-902

PURPOSE: Award contract to Pennoni Associates, Inc., to provide licensed site remediation professional (LSRP) services needed at Lambert Castle in the City of Paterson.

  
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Richard Cahill, Director of Finance

DATED: December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
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**401 Grand Street**  
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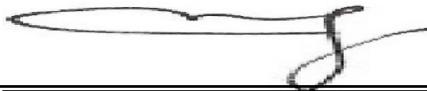
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 TO JOSEPH A. NATOLI CONSTRUCTION CORPORATION, FOR THE EXTERIOR RESTORATION OF THE PASSAIC COUNTY COURT HOUSE IN THE CITY OF PATERSON, PER BID C-25-001, N.J.A.C. 5:30-11.3 ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 CULTURAL AND HISTORIC AFFAIRS

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	46.
CAF#	C-04-55-183-001-920
Purchase Req. #	25-01617
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 TO JOSEPH A. NATOLI CONSTRUCTION CORPORATION, FOR THE EXTERIOR RESTORATION OF THE PASSAIC COUNTY COURT HOUSE IN THE CITY OF PATERSON, PER BID C-25-001, N.J.A.C. 5:30-11.3 ET SEQ.**

**WHEREAS**, the County of Passaic (the “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic (hereinafter the “Board”) are vested with decision making powers on behalf of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4, et seq., every contract awarded by the County, for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold, shall be awarded only by resolution of the Board to the lowest responsible bidder after public advertising for bids and bidding thereof; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-25, the County is authorized to establish reasonable regulations appropriate for controlling the qualifications of prospective bidders upon contracts to be awarded by the County, which may fix qualifications according to factors set forth therein, including the experience of the bidders in the contract being procured; and

**WHEREAS**, on November 18, 2024, the County passed Resolution R-24-1034 establishing the rules and regulations to bid on the Exterior Restoration of the Passaic County Courthouse; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-25, et seq., on November 19, 2024, the Purchasing Agent issued RFQ-24-084, Contractor Pre-Qualification for the Passaic County Court House Exterior Restoration in the County of Passaic (hereafter “RFQ-24-084”), seeking sealed proposals from qualified bidders for professional services for the Passaic County Court House Exterior Restoration project; and

**WHEREAS**, on December 10, 2024, the Board passed Resolution No. R-24-1171, qualifying a number of firms, including Joseph A. Natoli Construction Corporation to perform professional services as described under RFQ-24-084; and

**WHEREAS**, on December 20, 2024, the Purchasing Agent issued Bid No. C-25-001, Exterior Restoration of the Passaic County Court House (hereafter “C-25-001”) seeking sealed proposals from qualified bidders for restoration of the Passaic County Courthouse; and

**WHEREAS**, on February 25, 2025, the Board passed R-25-0154, authorizing an award of contract to Joseph A. Natoli Construction Corporation, the lowest responsible bidder under C-25-001, in an amount not to exceed eleven million forty-two thousand dollars (\$11,042,000.00); and

**WHEREAS**, pursuant to N.J.A.C. 5:30-11.3, et seq. the Board can authorize, permit, or accept change orders for work performed, services rendered, materials, supplies, or equipment delivered or provided pursuant to the conditions as set forth therein; and

**WHEREAS**, the Director of the Department of Cultural & Historic Affairs is recommending that Change Order No. 1 be authorized for a net addition to the contract under C-25-001 in the amount of sixty-eight thousand eighty-five dollars (\$68,085.00) due to additions of unforeseen conditions affecting the granite stairs at the Clark Street entrance of the Historic Courthouse, with a new total award amount, as a result of the increase, in the amount of eleven million one hundred ten thousand eighty-five dollars (\$11,110,085.00); and

**WHEREAS**, funds are available in Account No. C-04-55-183-001-920, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2025 meeting of the Public Works Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.A.C. 5:30-11.3, et seq., the Board of County Commissioners of the County of Passaic authorize Change Order No. 1 for the contract with Joseph A. Natoli Construction Corporation, under C-25-001, for a net addition in the amount of sixty-eight thousand eighty-five dollars (\$68,085.00), with a new total award amount, as a result of the increase, in the amount of eleven million one hundred ten thousand eighty-five dollars (\$11,110,085.00).

**LET IT BE FURTHER RESOLVED**, that the Director of the Department of Cultural & Historic Affairs is authorized and directed to comply with all of the general requirements for change orders as set forth in N.J.A.C. 5:30-11.3, et seq.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, Director of the Department of Cultural & Historic Affairs, and Director of Board of County Commissioners are authorized to take any other action necessary to carry out the purpose of this Resolution and to execute any supporting documents required for grant reimbursement.

KJB

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$68,085.00

APPROPRIATION: C-04-55-183-001-920

PURPOSE: Authorize Change Order No. 1 for the contract with Joseph A. Natoli Construction Corporation for the Exterior Restoration of the Passaic County Courthouse.



Richard Cahill, Director of Finance

DATED: December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 TO RELIABLE NYC, LLC, FOR THE RESTORATION AND REHABILITATION OF THE SCHUYLER-COLFAX HOUSE PROJECT IN THE TOWNSHIP OF WAYNE, PER BID C-24-018, N.J.A.C. 5:30-11.3 ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 CULTURAL AND HISTORIC AFFAIRS

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REVIEWED BY:

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Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

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Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	47.
CAF#	C-04-55-188-002-907
Purchase Req. #	24-06413
Result	

Public Works

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COMMITTEE NAME

**RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 TO RELIABLE NYC, LLC, FOR THE RESTORATION AND REHABILITATION OF THE SCHUYLER-COLFAX HOUSE PROJECT IN THE TOWNSHIP OF WAYNE, PER BID C-24-018, N.J.A.C. 5:30-11.3 ET SEQ.**

**WHEREAS**, the County of Passaic (the “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic (hereinafter the “Board”) are vested with decision making powers on behalf of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4, et seq., every contract awarded by the County, for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold [40A:11-3], shall be awarded only by resolution of the Board to the lowest responsible bidder after public advertising for bids and bidding thereof; and

**WHEREAS**, on August 9, 2024, the Purchasing Agent issued Restoration & Rehabilitation of the Schuyler-Colfax House, C-24-018 (hereafter “C-24-018”) seeking sealed proposals from qualified bidders to rehabilitate and restore the Schuyler-Colfax House in the Township of Wayne; and

**WHEREAS**, on September 24, 2024, the Board passed R-24-0836, authorizing an award of contract to Reliable NYC, LLC, the lowest responsible bidder under C-24-018, in an amount not to exceed four million seventy-seven thousand dollars (\$4,077,000.00); and

**WHEREAS**, pursuant to N.J.A.C. 5:30-11.3, et seq. the Board can authorize, permit, or accept change orders for work performed, services rendered, materials, supplies, or equipment delivered or provided pursuant to the conditions as set forth therein; and

**WHEREAS**, the Director of the Department of Cultural & Historic Affairs is recommending that Change Order No. 1 be authorized for a net addition to the contract under C-24-018 in the amount of thirty thousand eighty-three dollars and eighty-one cents (\$30,083.81) due to additions of unforeseen items needed to complete the project, with a new total award amount, as a result of the increase, in the amount of four million one hundred seven thousand eighty-three dollars and eighty-one cents (\$4,107,083.81); and

**WHEREAS**, funds are available in Account No. C-04-55-188-002-908, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2025 meeting of the Public Works Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.A.C. 5:30-11.3, et seq., the Board of County Commissioners of the County of Passaic authorize Change Order No. 1 for the contract with Reliable NYC, LLC, under C-24-018, for a net addition in the amount of thirty thousand eighty-three dollars and eighty-one cents (\$30,083.81), with a new total award amount, as a result of the increase, in the amount of four million one hundred seven thousand eighty-three dollars and eighty-one cents (\$4,107,083.81).

**LET IT BE FURTHER RESOLVED**, that the Director of the Department of Cultural & Historic Affairs is authorized and directed to comply with all of the general requirements for change orders as set forth in N.J.A.C. 5:30-11.3, et seq.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, Director of the Department of Cultural & Historic Affairs, and Director of Board of County Commissioners are authorized to take any other action necessary to carry out the purpose of this Resolution and to execute any supporting documents required for grant reimbursement.



CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$30,083.81

APPROPRIATION: C-04-55-188-002-908

PURPOSE: Authorize Change Order No. 1 for the contract with Reliable NYC, LLC for the Restoration & Rehabilitation of the Schuyler-Colfax House.



---

Richard Cahill, Director of Finance

DATED: December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
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**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING CHANGE ORDER NO. 2 FOR GJG CONSTRUCTION & CONSULTING, LLC, FOR THE REHABILITATION OF THE HARRY S. VREELAND HOUSE PROJECT IN THE BOROUGH OF RINGWOOD, PER BID C-24-011, PURSUANT TO N.J.A.C. 5:30-11.3 ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 CULTURAL AND HISTORIC AFFAIRS

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	48.
CAF#	C-04-55-188-002-907
Purchase Req. #	24-06661
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING CHANGE ORDER NO. 2 FOR GJG CONSTRUCTION & CONSULTING, LLC, FOR THE REHABILITATION OF THE HARRY S. VREELAND HOUSE PROJECT IN THE BOROUGH OF RINGWOOD, PER BID C-24-011, PURSUANT TO N.J.A.C. 5:30-11.3 ET SEQ.**

**WHEREAS**, the County of Passaic (the “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic (hereinafter the “Board”) are vested with decision making powers on behalf of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4, et seq., every contract awarded by the County, for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold shall be awarded only by resolution of the Board to the lowest responsible bidder after public advertising for bids and bidding thereof; and

**WHEREAS**, on April 4, 2024, the Purchasing Agent issued Re-bid Harry S. Vreeland House Rehabilitation Project, C-24-011 (hereafter “C-24-011”) seeking sealed proposals from qualified bidders to rehabilitate and restore the Harry S. Vreeland House in the Borough of Ringwood; and

**WHEREAS**, on May 10, 2024, bids were unsealed for C-24-011 by the Purchasing Agent with GJG Construction & Consulting, LLC being the lowest responsible bidder; and

**WHEREAS**, on June 11, 2024, the Board passed R-24-0539 authorizing an award of contract to GJG Construction & Consulting, LLC, for the Harry S. Vreeland House Rehabilitation Project in the Borough of Ringwood, C-24-011, in an amount not to exceed one million two hundred fourteen thousand dollars (\$1,214,000.00), such figure including the alternate bid being accepted in the amount of twenty-one thousand dollars (\$21,000.00); and

**WHEREAS**, pursuant to N.J.A.C. 5:30-11.3, et seq. the Board can authorize, permit, or accept change orders for work performed, services rendered, materials, supplies, or equipment delivered or provided pursuant to the conditions as set forth therein; and

**WHEREAS**, on September 9, 2025, the Board passed Resolution No. R-25-0831, authorizing Change Order No. 1 for the project under C-24-011, in the increased amount of fifteen thousand nine hundred fifty dollars and fifty cents (\$15,950.50), with a new award amount, as a result of the increase, in the amount of one million two hundred twenty nine thousand nine hundred fifty dollars and fifty cents (\$1,229,950.50); and

**WHEREAS**, the Director of Cultural and Historical Affairs is recommending that Change Order No. 2 be authorized for a net addition of fifteen thousand nineteen dollars (\$15,019.00) to include additional repairs that were unforeseen at the time of initial award, with a new total contract award, as a result of the increase, in the amount of one million two hundred forty-four thousand nine hundred sixty-nine dollars and fifty cents (\$1,244,969.50); and

**WHEREAS**, funds are available in Account No. C-04-55-182-001-920 or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2025 meeting of the Public Works Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.A.C. 5:30-11.3, et seq., the Board of County Commissioners of the County of Passaic authorize Change Order No. 2 for the contract with GJG Construction & Consulting, LLC under C-24-011, in the increased amount of fifteen thousand nineteen dollars (\$15,019.00), with a new total contract award, as a result of the increase, in the amount of one million two hundred forty-four thousand nine hundred sixty-nine dollars and fifty cents (\$1,244,969.50).

**LET IT BE FURTHER RESOLVED**, that the Director of Cultural and Historical Affairs is

authorized and directed to comply with all of the general requirements for change orders as set forth in N.J.A.C. 5:30-11.3, et seq.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, Director of Cultural and Historical Affairs, and Director of Board of County Commissioners are authorized to take any other action necessary to carry out the purpose of this Resolution.

KJB

December 9, 2025

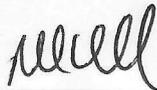
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$15,019.00

APPROPRIATION: C-04-55-182-001-920

PURPOSE: Authorize Change Order No. 2 for the contract with GJG Construction & Consulting, LLC for the Harry S. Vreeland House Rehabilitation Project.



Richard Cahill, Director of Finance

DATED: December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING CONTRACT MODIFICATION NO. 1 TO RICHARD GRUBB & ASSOCIATES, TO PERFORM A COUNTYWIDE SURVEY OF HISTORIC CEMETERIES, RFQ-25-064, PURSUANT TO N.J.A.C. 5:30-11.6

THIS RESOLUTION WAS REQUESTED BY:  
 CULTURAL AND HISTORIC AFFAIRS

---

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	49.
CAF#	
Purchase Req. #	25-02768
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING CONTRACT MODIFICATION NO. 1 TO RICHARD GRUBB & ASSOCIATES, TO PERFORM A COUNTYWIDE SURVEY OF HISTORIC CEMETERIES, RFQ-25-064, PURSUANT TO N.J.A.C. 5:30-11.6**

**WHEREAS**, the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5, et seq. the County issued RFQ-25-064, Preservation Architects Architectural Historians, Archeologists, Cultural Resource Management Consultants, Etc. for Calendar Year 2025 (hereafter “RFQ-25-064”) seeking qualifications for a pool of professional consultants for calendar year 2025, to be hired on an as-needed basis by the County; and

**WHEREAS**, on January 21, 2025, the Board passed Resolution No. R-25-0064, qualifying a pool of preservation architects, architectural historians, archaeologists, and cultural resource management consultants for calendar year 2025, as recommended by the Passaic County Engineer, to be hired on an as-needed basis, which included Richard Grubb & Associates, Inc.; and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, the County’s request for qualifications is a fair and open process, specifically, the qualification for the pool of preservation architects, architectural historians, archaeologists, and cultural resource management consultants for calendar year 2025 is publicly advertised, awarded under a process that provides for public solicitation of qualifications, established the basis of an award and disclosure process documented in writing prior to any solicitation, and is publicly opened and announced when awarded; and

**WHEREAS**, on March 25, 2025, the Board passed Resolution No. R-25-0284, authorizing an award of contract to Richard Grubb & Associates, Inc. to conduct planning and research with respect to a survey of historic cemeteries within the County, in an amount not to exceed twenty-two thousand two hundred fifty dollars (\$22,250.00)

**WHEREAS**, pursuant to N.J.A.C. 5:30-11.6, the County can authorize contract modifications for professional services and extraordinary unspecifiable services, when the change is outside the original scope of activities of the original contract, provided that any change beyond the original scope of activities shall be made by amendatory contract approved by the governing body; and

**WHEREAS**, the Director of the Department of Cultural & Historic Affairs is now recommending that the Board authorize Contract Modification No. 1 for the contract with Richard Grubb & Associates, Inc. to include survey of 50-60 historic cemeteries in the County as part of the project, in the increased amount of sixty six thousand six hundred twenty-five dollars (\$66,625.00), with a new total contract amount, as a result of the increase, in the amount of eighty-eight thousand eight hundred seventy-five dollars (\$88,875.00), pursuant to the proposal, attached hereto and made part hereof; and

**WHEREAS**, funds are available in any account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2025 meeting of the Public Works Committee, and is being recommended for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5, that the Board of County Commissioners of the County of Passaic hereby authorizes Contract Modification No. 1 to Richard Grubb & Associates, Inc. to include survey of 50-60 historic cemeteries in the County as part of the project, in the increased amount of sixty six thousand six hundred twenty-five dollars (\$66,625.00), with a new total contract amount, as a result of the increase, in the amount of eighty-eight thousand eight hundred seventy-five dollars (\$88,875.00), as recommended by the

Director of the Department of Cultural & Historic Affairs.

**LET IT BE FURTHER RESOLVED**, the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract to Richard Grubb & Associates, Inc. and maintain a copy of the resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, and Director of the Board of County Commissioners are authorized to execute the contract and take any other steps necessary to carry out the purpose of this Resolution.

KJB

December 9, 2025

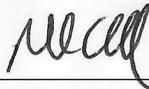
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$66,375.00

APPROPRIATION: \*Contingent upon availability of approved grant funds

PURPOSE: Authorize Contract Modification No. 1 for the contract with Richard Grubb & Associates, Inc., to include survey of 50-60 historic cemeteries in the County.



Richard Cahill, Director of Finance

DATED: December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
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**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN INCREASE IN APPROPRIATION UNDER THE CONTRACT WITH RFS COMMERCIAL INC., FOR PURCHASE OF MUSEUM RUNNERS FOR USE IN LAMBERT CASTLE AND THE CARRIAGE HOUSE COMPLEX IN THE CITY OF PATERSON AND DEY MANSION IN THE TOWNSHIP OF WAYNE, PURSUANT TO N.J.S.A. 40A: 11-12

THIS RESOLUTION WAS REQUESTED BY:  
 CULTURAL AND HISTORIC AFFAIRS

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	50.
CAF#	G-01-41-786-024-906
Purchase Req. #	25-04993
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING AN INCREASE IN APPROPRIATION UNDER THE CONTRACT WITH RFS COMMERCIAL INC., FOR PURCHASE OF MUSEUM RUNNERS FOR USE IN LAMBERT CASTLE AND THE CARRIAGE HOUSE COMPLEX IN THE CITY OF PATERSON AND DEY MANSION IN THE TOWNSHIP OF WAYNE, PURSUANT TO N.J.S.A. 40A: 11-12**

**WHEREAS**, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40:11-12, et seq., the County may, without advertising for bids, or having rejected all bids obtained pursuant to advertising thereof, purchase any goods or services under any contract or contracts for such goods or services entered into on behalf of the State of New Jersey by the Division of Purchase and Property in the Department of Treasury; and

**WHEREAS**, RFS Commercial, Inc., submitted competitive pricing for G2005- Carpet and Floor Covering, Supplies and Installation- Statewide, Master Blanket Purchase Order 23-FOOD-47763, to the State of New Jersey, Division of Purchase and Property in the Department of Treasury; and

**WHEREAS**, on July 15, 2025, the Board passed Resolution No. R-25-0653, authorizing an award of contract to RFS Commercial, Inc., for the purchase of flooring for museum runners in an amount not to exceed sixty-six thousand two hundred thirty-nine dollars and forty-six cents (\$66,239.46); and

**WHEREAS**, the Director of Cultural and Historical Affairs is now recommending an increase in appropriation for the contract with RFS Commercial Inc., for the purchase of additional flooring for museum runners in an amount not to exceed two thousand three hundred seventy-eight dollars and fifty-eight cents (\$2,378.58) with a new total award amount, as a result of the increase, in the amount of sixty-eight thousand six hundred eighteen dollars and four cents (\$68,618.04); and

**WHEREAS**, funds are available in Account No. G-01-41-786-024-906, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget (s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2025 meeting of the Public Works Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-12, the Passaic County Board of Commissioners hereby authorizes the increase in the appropriation for the contract with RFS Commercial, Inc., for the purchase of flooring for museum runners to be used in Lambert Castle and the Carriage House Complex in the City of Paterson and Dey Mansion in the Township of Wayne, in the increased amount of two thousand three hundred seventy-eight dollars and fifty-eight cents (\$2,378.58) with a new total award amount, as a result of the increase, in the amount of sixty-eight thousand six hundred eighteen dollars and four cents (\$68,618.04) as recommended by the Director of the Department of Cultural and Historic Affairs.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, and Director of the Passaic County Board of County Commissioners are authorized to execute an agreement and take any other steps necessary to carry out the purpose of this resolution.

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$2,378.58

APPROPRIATION: G-01-41-786-024-906

PURPOSE: Authorize increase in award to RFS Commercial, Inc., for the purchase of flooring for museum runners to be used in Lambert Castle and the Carriage House Complex in the City of Paterson and Dey Mansion in the Township of Wayne.



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Richard Cahill, Director of Finance

DATED: December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

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 Deputy Director Cassandra "Sandi" Lazzara  
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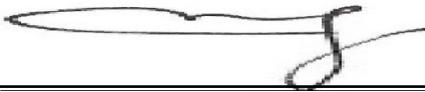
Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AMENDING RESOLUTION NO. 24-1040 AUTHORIZING UPDATE OF THE PARKS AND RECREATION PERMIT INFORMATION PACKET, PURSUANT TO N.J.S.A. 40:32-7.7, ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 PARKS & RECREATION

---

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	51.
CAF#	
Purchase Req. #	
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AMENDING RESOLUTION NO. 24-1040 AUTHORIZING UPDATE OF THE PARKS AND RECREATION PERMIT INFORMATION PACKET, PURSUANT TO N.J.S.A. 40:32-7.7, ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40:32-7.7 the Board operates and maintains over sixteen thousand (16,000) acres of preserved open space and recreational facilities as part of the Passaic County Park System, through the Department of Parks and Recreation (hereafter “Department”); and

**WHEREAS**, pursuant to N.J.S.A. 40:32-7.12, the Board may by resolution, make, alter, amend, and repeal rules and regulations for the supervision, regulation, and control of all activities carried on, conducted, sponsored, arranged, or provided for in connection with the Passaic County Park System, and may prescribe and enforce fines and penalties for the violation of any such rule or regulation; and

**WHEREAS**, on December 12, 2023, the County adopted Resolution No. R-23-1173, amending Resolution No. R-22-1144 dated December 13, 2022, itself an amendment of Resolution No. R20211170 authorizing updates to the Parks and Recreation information packet; and

**WHEREAS**, on November 18, 2024, the County adopted Resolution No. R-24-1040 amending Resolution No. R-23-1173 to include updates to the Park Permit Information Packet specifying numerous changes; and

**WHEREAS**, the Director of Parks and Recreation is recommending an amendment, attached herein, to Resolution No. R-24-1040 to include updates to the Park Permit Information Packet specifying the following changes: 1) additional language for emergency one day permits for summer camps, 2) language on lightning safety policy, 3) new policy and procedures for acquisition of Extra Duty Solutions sheriff officer event coverage, 4) language pertaining to ambulances for Cross Country Meets, 5) additional language stipulating that each food truck permit must submit applicable health and fire licenses for the town in which they are attempting to acquire a food truck permit, 6) changed policy and procedure regarding acquisition of Port-a-johns for large-scale event permits; and

**WHEREAS**, this matter was discussed at the November 25, 2024, Public Works Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40:32-7.7 et seq. that the Board of County Commissioners of the County of Passaic authorizes the amendment of Resolution No. R-24-1040 to include updates to the Park Permit Information Packet specifying the changes as listed above.

**LET IT BE FURTHER RESOLVED**, that all the other terms and conditions as set forth in Resolution Nos. R20211170, R-22-1144, R-23-1173, and R-24-1040 remain in full force and effect.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, Director of the Board of County Commissioners, and Purchasing Agent are authorized to take any other action necessary to carry out the purpose of this Resolution.

ZMQ

December 9, 2025

## Passaic County Parks & Recreation: 2026 Permit Information Packet Updates

### Page 7: Additional language for emergency one day permits for summer camps:

Any organized summer camp program or group activity involving 10 or more individuals utilizing county park facilities without a permit will be required to provide valid identification of their organization upon the request of park staff. In addition, the designated representative of the camp must display a valid government-issued photo identification upon the request of park staff. The group may be issued an on-site, one-day permit at the discretion of park staff. Failure by the camp organization to provide this information and allow park staff to record it for permitting purposes will result in a request for the group to vacate the park area. Failure to comply with a request by park staff to vacate the premises is prohibited and will result in notification to law enforcement for removal of the group. Any summer camp previously issued an on-site, one-day permit under this provision will be automatically removed from the facility if they fail to obtain a proper permit on any subsequent visit. Passaic County reserves the right to deny future permits to any camp or organization found to be in repeated violation of this policy.

### Page 8: Lightning Safety Policy:

**Lightning Safety Policy:** All park patrons and permit holders are responsible for their own safety during periods of inclement weather, including lightning. In the event of thunder or lightning, all activities must be suspended immediately, and participants should seek shelter in a large, permanent building or fully enclosed metal vehicle. Avoid open areas, tall objects, trees, small rain shelters, metal structures, and bodies of water. Permit holders and participants enter and use park facilities at their own risk during lightning or severe weather events. The County does not provide or guarantee any lightning detection or warning system. It is the responsibility of each permit holder to monitor weather conditions and ensure the timely suspension or cancellation of activities when lightning is present or imminent.

### Page 9 & 10: New policy & procedures for acquisition of Extra Duty Solutions sheriff officer event coverage:

1. If your permit application states that you are anticipating over 100 guests, your application will be sent to the Passaic County Sheriff's department to determine the staffing that may be needed from their department.
  - a. The permit staff will forward your request to the Passaic County Sheriff's Department.
  - b. The Sheriff's Department will make their recommendation of staffing needs to the permit staff.
  - c. The permit staff will inform the permittee of the Sheriff's Department's recommendation.
  - d. The permittee is then required to reach out to Extra Duty Solutions to request and pay for the recommended staffing needs.
  - e. Upon successful payment, Extra Duty Solutions will confirm to the permit team that payment has been received.
  - f. If your event has enough guests to warrant staffing from the Passaic County Sheriff's Office, but you failed to accurately list your guest total on your application you will be assessed a fee for Park Rangers who may need to assist at the event due to the absence of the Passaic County Sheriff's Office. This rate is: \$140.00 per hour, per Ranger.

**Page 16-17 – Ambulances for Cross Country Meets:**

**Scholastic Cross-Country Races/Meets**

- The fee for cross-country meet is \$20 per school / per meet. The Host of the event will be responsible for collecting all fees and submitting one (1) check to the Passaic County Parks Department in accordance with the existing permit acquisition process. Schools participating in event will be required to provide a Certificate of Insurance. This, like the fees should be collected by the Host and submitted to the Passaic County Parks Department as part of the permit process. Passaic County is not responsible for conducting security/traffic measures during race times. Parking is not guaranteed as part of any cross-country meets. There is parking available – but all parking spots are on a first come, first served basis. Parking for team buses will be at the Rifle Camp Park upper parking lot area. Only the Great Meadow Picnic Pavilion is included with permit for Cross-Country race/meet. Cross Country meets with over 400 participants will be required to obtain an ambulance via Extra Duty Solutions.

**Page 18 - 19: Each food truck permit must submit applicable health & fire licenses for the town in which they are attempting to acquiring a food truck park permit.**

- a. A permit is required to sell foods in designated park areas. One food truck permit is required for each truck. An annual food concession permit can be issued for \$500. The Concessionaire will be required to submit a copy of their vending license, a valid health certificate, any required fire and health licenses for the town in which each food truck is operating in, and also will be asked to sign a Hold Harmless Agreement. A permit will not be issued without these documents. Permits are valid ONLY in the designated areas; and ONLY within the following county parks as identified on each park map. The map legend refers to these areas with the "FOOD" symbol.
  - Garret Mountain Reservation (health and fire permits required from both Paterson and Woodland Park, NJ)
  - Goffle Brook Park (Hawthorne, NJ)
  - Rifle Camp Park (Woodland Park, NJ)
  - Weasel Brook Park (Clifton, NJ)

**Page 19 - 20: Changed policy and procedure regarding acquisition of Portajohns for large-scale event permits:**

1. **Porta John Rental**
  - a. Two (2) porta johns are required for events with 100+ participants only at Garret Mountain Reservation. The Department of Parks and Recreation may at its discretion require the rental of porta johns at other park locations as a condition of permit issuance, if a determination is made that additional restroom facilities are necessary to accommodate a specific permit request. Two (2) additional porta johns are required for every 100 additional participants.
  - b. Park bathrooms will close in November and re-open in April. During this time, a porta john will be available at the bathroom locations. Porta John rentals will still apply based on events with 100+ participants.

c. **Porta John Requirement Policy**

• **Requirement & Proof of Purchase**

- Permit holders are required to provide portable restroom facilities (standard and/or ADA accessible units) as determined by the Passaic County Department of Parks & Recreation.
- Proof of order and payment (receipt or invoice) from the portajohn vendor must be submitted to the Parks & Recreation Department prior to permit approval.

d. **Proof of Delivery & On-Site Verification**

- It is the responsibility of the permit holder to ensure that all required portable restrooms are delivered to the permitted site and placed in an appropriate, approved location.
- Proof of drop-off and placement (photo or vendor confirmation) must be provided no later than the date of the event.
- Upon meeting the permit holder on-site, the Park Ranger will confirm that required units are present and accessible. Permit holder will be assessed a penalty for non-compliance.

e. **Penalty for Non-Compliance**

- If required portable restrooms are not delivered or available on the day of the permitted event, the County will assess a penalty fee of \$330 per standard unit and \$390 per ADA-accessible unit.
- These are penalty fees only — no portable restrooms will be provided by the County under any circumstance.

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

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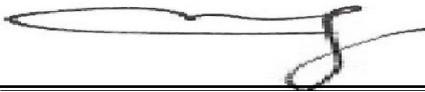
Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AWARDING A NON-FAIR AND OPEN CONTRACT TO TIGRIS AQUATIC SERVICES LLC, FOR FOUNTAIN REPAIR WORK AT WEASEL BROOK PARK IN THE CITY OF CLIFTON, PURSUANT TO N.J.S.A. 40A:11-3

THIS RESOLUTION WAS REQUESTED BY:  
 PARKS & RECREATION

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REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	52.
CAF#	5-01-28-198-001-207
Purchase Req. #	R5-12765
Result	

Public Works

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COMMITTEE NAME

**RESOLUTION AWARDING A NON-FAIR AND OPEN CONTRACT TO TIGRIS AQUATIC SERVICES LLC, FOR FOUNTAIN REPAIR WORK AT WEASEL BROOK PARK IN THE CITY OF CLIFTON, PURSUANT TO N.J.S.A. 40A:11-3**

**WHEREAS**, the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-3 when the cost or price of any contract awarded by the contracting agent in the aggregate does not exceed in a contract year the bid threshold, the contract may be awarded by a purchasing agent or other employee so designated by the governing body when so authorized by ordinance or resolution as appropriate to the contracting unit without public advertisement for bids; and

**WHEREAS**, the Department of Parks and Recreation seeks a vendor for fountain repair work at Weasel Brook Park in the City of Clifton; and

**WHEREAS**, on July 15, 2025 the Board approved Resolution No. R-25-0618, setting the bid threshold at fifty-three thousand dollars (\$53,000.00), in accordance with the law; and

**WHEREAS**, the Department of Parks and Recreation is requesting that the Board approve a non-fair and open contract to Tigris Aquatic Services LLC, for fountain repair work at Weasel Brook Park in the City of Clifton, in an amount not to exceed five thousand four hundred eighty dollars and forty-nine cents (\$5,480.49); and

**WHEREAS**, Tigris Aquatic Services LLC, has executed and notarized the County’s Business Entity Disclosure Certification for non-fair and open contracts required pursuant to N.J.S.A. 19:44A-20.8, which is attached to and made part of this Resolution; and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., the vendor has executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying the vendor is not involved in prohibited activities in Russia and Belarus, and the County confirmed they are not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, funds are available in Account 5-01-28-198-001-207 any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2024, Public Works Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-3 that the Board of County Commissioners of the County of Passaic authorizes a contract to Tigris Aquatic Services LLC, for fountain repair work at Weasel Brook Park in the City of Clifton, in an amount not to exceed five thousand four hundred eighty dollars and forty-nine cents (\$5,480.49).

**LET IT BE FURTHER RESOLVED**, the Clerk of the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract to Tigris Aquatic Services LLC and maintain a copy of the resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, Passaic County Sheriff’s Office, County Counsel, and Director of the Board are authorized to take any other steps necessary to carry out the purpose of this resolution.

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$5,480.49

APPROPRIATION: 5-01-28-198-001-207

PURPOSE: Award contract to Tigris Aquatic Services LLC, for fountain repair work at Weasel Brook Park in the City of Clifton.



---

Richard Cahill, Director of Finance

DATED: December 9, 2025



County of Passaic  
Board of County Commissioners

**DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

**Part 1; Certification**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that the person or entity, or one of the person or entity's parents, subsidiaries, or affiliates, is not identified on a list created and maintained by the New Jersey Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran.

The Chapter 25 list is found on the State of New Jersey Division of Purchase and Property website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review the list prior to completing the certification below. Failure to complete the certification will render a bidder's proposal non-responsive.

**PLEASE CHECK THE APPROPRIATE BOX:**

I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed herein nor any of the bidder's parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25. I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

OR

I am unable to certify as above because the bidder and/or one of more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's Chapter 25 list. I will provide a detailed, accurate, and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines, and/or sanctions will be assessed as provided by law.

**Part 2: Please provide further information related to investment activities in Iran.**

Name \_\_\_\_\_ Relationship to Bidder/Offeror \_\_\_\_\_

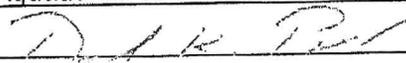
Description of Activities \_\_\_\_\_

Duration of Engagement \_\_\_\_\_ Anticipated Cessation Date \_\_\_\_\_

Bidder/Offeror Contact Name \_\_\_\_\_ Contact Phone Number \_\_\_\_\_

**Certification:** I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above referenced person or entity. I acknowledge that Passaic County is relying on the information contained herein and hereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the County to notify the County in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with Passaic County, New Jersey and that the County at its option may declare any contract(s) resulting from this certification void and unenforceable.

**Name of Bidder (Please Print):** TIGRIS Aquatic Services LLC

**Signature of Authorized Representative:** 

**Name (Please Print):** David Pullins

**Title (Please Print):** CEO **Date:** 10/13/25



# BUSINESS ENTITY DISCLOSURE CERTIFICATION

FOR NON-FAIR AND OPEN CONTRACTS  
Required Pursuant to N.J.S.A. 19:44A-20.8  
COUNTY OF PASSAIC

### Part I - Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstance, does hereby certify that the TIGRIS Aquatic Services LLC, its subsidiaries, assigns or principals controlling an excess of ten percent (10%) of the business entity has neither made a reportable contribution prohibited under N.J.S.A. 19:44A-20.4, et seq, in the year preceding the Non-Fair and Open Contract awarded in the year 2025 for \_\_\_\_\_ ("Contract") nor will it make any reportable contributions during the term of the Contract to any of the following name candidate committees, joint candidate committees, and political party committees representing the elected officials of the County of Passaic, as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r)

Bruce James for County Commissioner	Rodney A. De Vore for Commissioner
Friends of Pat Lepore	Friends of Danielle Ireland Imhof
Friends of John Bartlett	Friends of Cassanova for Surrogate
Friends of Terry Duffy	Friends of Adamo for Sheriff
Sandi Lazzara for Commissioner	
Friends of Orlando Cruz for Commissioner	

### Part II - Ownership Disclosure Certification

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

Check the box that represents the type of business entity:

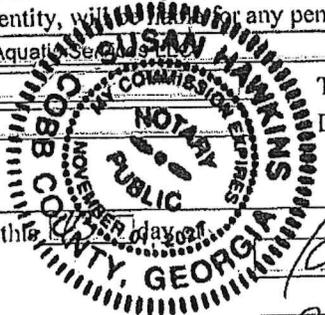
- Partnership     
 Corporation     
 Sole Proprietorship     
 Subchapter S Corporation  
 Limited Partnership     
 Limited Liability Corporation     
 Limited Liability Partnership

Name of Stock or Shareholder	Home Address

### Part 3 - Signature and Attestation

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

Name of Business Entity: TIGRIS Aquatic Services LLC  
Signed: [Signature] Title: CEO  
Printed Name: David Pullins Date: 10/13/2025



Subscribed and sworn before me this October 13, 2025.  
My Commission expires: 11/1/2027  
[Signature] (Affiant)  
Susan Hawkins (Print name & title of affiant) (Corporate Seal)

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AMENDING RESOLUTION NO. R-23-1175 ADOPTING A REVISED FEE SCHEDULE FOR THE PREAKNESS VALLEY GOLF, PURSUANT TO N.J.S.A. 40:32-7.7, ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 PARKS & RECREATION

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REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	53.
CAF#	
Purchase Req. #	
Result	

Public Works

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COMMITTEE NAME

**RESOLUTION AMENDING RESOLUTION NO. R-23-1175 ADOPTING A REVISED FEE SCHEDULE FOR THE PREAKNESS VALLEY GOLF, PURSUANT TO N.J.S.A. 40:32-7.7, ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40:32-7.7 the Board operates and maintains over sixteen thousand (16,000) acres of preserved open space and recreational facilities as part of the Passaic County Park System, through the Department of Parks and Recreation (hereafter “Department”); and

**WHEREAS**, pursuant to N.J.S.A. 40:32-7.12, the Board may by resolution, make, alter, amend, and repeal rules and regulations for the supervision, regulation, and control of all activities carried on, conducted, sponsored, arranged, or provided for in connection with the Passaic County Park System, and may prescribe and enforce fines and penalties for the violation of any such rule or regulation; and

**WHEREAS**, on November 18, 2019, the Board approved Resolution No. R-20191030 authorizing a revised fee schedule for the Preakness Valley Golf Course for the year 2020; and

**WHEREAS**, on December 13, 2022, the Board adopted Resolution No. R-2022-1159 amending Resolution No. R-20191030 to revise the fee schedule for the Preakness Valley Golf Course for the calendar year of 2023; and

**WHEREAS**, on December 12, 2023, the Board adopted Resolution No. R-23-1175 amending Resolution No. R-2022-1159 to revise the fee schedule for the Preakness Valley Golf Course for the calendar year of 2026; and

**WHEREAS**, the Director of Parks and Recreation is recommending an amendment to Resolution No. R-23-1175 to adopt a revised fee schedule for the Preakness Valley Golf Course for calendar year 2026, as indicated in the 2026 revised fee schedule which is attached and made part of this resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2025, Public Works Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40:32-7.7 et seq. that the Board of County Commissioners of the County of Passaic authorizes the amendment of Resolution No. R-23-1175 to revise the fee schedule for the Preakness Valley Golf Course for calendar year 2026 as indicated in the 2026 revised fee schedule, which is attached and made a part of this resolution.

**LET IT BE FURTHER RESOLVED**, that all the other terms and conditions as set forth in Resolution No. R-23-1175 remains in full force and effect.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, Director of the Board of County Commissioners, and Purchasing Agent are authorized to take any other action necessary to carry out the purpose of this Resolution.

ZMQ

December 9, 2025

RATES

WEEKDAY GREENS FEES (Monday-Friday)

	18 Hole Greens Fee		9 Hole Greens Fee	
Resident (Ages 18-61)	\$ 35.00	No Increase	\$ 25.00	No Increase
Resident Senior (Ages 62+)	\$ 28.00	No Increase	\$ 20.00	No Increase
Resident Student (Ages 17-)	\$ 28.00	No Increase	\$ 20.00	No Increase
Resident 7-Day	\$ 20.00	No Increase	\$ 15.00	No Increase
Non-Resident	\$ 40.00	No Increase	\$ 30.00	No Increase
Employee	\$ 10.00	No Increase	N/A	
General Public	\$ 52.00	No Increase	\$ 35.00	No Increase
General Public Senior	\$ 40.00	No Increase	N/A	
Leagues	\$ 28.00	No Increase	\$ 20.00	No Increase
Outings	\$ 65.00	\$ 3.00 Increase	\$ 38.00	\$ 3.00 Increase
Youth Tournament	\$ 28.00	No Increase	N/A	
College Tournament	\$ 52.00	No Increase	N/A	

WEEKEND GREENS FEES (Saturday, Sunday & Holidays)

	18 Hole Greens Fee		9 Hole Greens Fee	
Resident (Ages 18-61)	\$ 45.00	No Increase	\$ 35.00	No Increase
Resident Senior (Ages 62+)	\$ 40.00	No Increase	\$ 30.00	No Increase
Resident Student (Ages 17-)	\$ 40.00	No Increase	\$ 30.00	No Increase
Resident Senior 7-Day	\$ 27.00	No Increase	\$ 20.00	No Increase
Non-Resident	\$ 55.00	No Increase	\$ 40.00	No Increase
Employee	\$ 40.00	No Increase	N/A	
Tournaments	\$ 50.00	No Increase	N/A	
General Public	\$ 62.00	No Increase	\$ 45.00	No Increase

NOTE: GOLF CART FEES ARE NOT INCLUDED IN GREENS FEES

ANCILLARY GOLF FEES

18-Hole Gas Cart	\$ 18.00 per Player	No Increase
9-Hole Gas Cart	\$ 10.00 per Player	No Increase
Pull Cart	\$ 6.00 per Player	No Increase
Large Driving Range Bucket	\$ 7.00	No Increase
Small Driving Range Bucket	\$ 5.00	No Increase
1-Hour Adult Lesson	\$ 110.00	No Increase
½ Hour Adult Lesson	\$ 60.00	No Increase
1-Hour Youth Lesson	\$ 75.00	No Increase
½ Hour Youth Lesson	\$ 40.00	No Increase
45 Min Adult Clinic	\$ 40.00 per Student per Session	No Increase
45 Min Youth Clinic	\$ 30.00 per Student per Session	No Increase
45 Min Family Camp Adult	\$ 40.00 per Student per Session	No Increase
45 Min Family Camp Youth	\$ 30.00 per Student per Session	No Increase
Summer Youth Golf Camp	\$ 275.00 per Student per Session	No Increase
4-Week Junior Golf Program	\$ 275.00 per Student per Session	No Increase

COUNTY ID CARDS

	Renewals (1/1-6/30/2026)	New
Resident (Ages 18-61)	\$ 50.00 No Increase	\$ 75.00 No Increase
Resident Senior (Ages 62+)	\$ 25.00 No Increase	\$ 50.00 No Increase
Resident Student (Ages 17-)	\$ 25.00 No Increase	\$ 25.00 No Increase
Resident Veteran	\$ 10.00 No Increase	\$ 10.00 No Increase
Resident Senior 7-Day	\$ 475.00 No Increase	N/A
Non-Resident	\$ 150.00 No Increase	\$ 250.00 No Increase
Non-Resident Veteran	\$ 100.00 No Increase	\$ 100.00 No Increase
WGHIN	\$ 40.00 No Increase	\$ 40.00 No Increase

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
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**401 Grand Street**  
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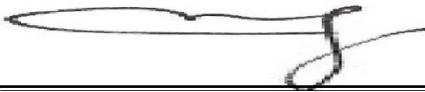
Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO MURRAY PAVING & CONCRETE, LLC, FOR IMPROVEMENTS TO THE BASKETBALL COURTS AT WEASEL BROOK PARK IN THE CITY OF CLIFTON, PURSUANT TO N.J.S.A. 40A:11-10.

THIS RESOLUTION WAS REQUESTED BY:  
 PARKS & RECREATION

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REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	54.
CAF#	O-25-56-635-002-608
Purchase Req. #	R5-13547
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO MURRAY PAVING & CONCRETE, LLC, FOR IMPROVEMENTS TO THE BASKETBALL COURTS AT WEASEL BROOK PARK IN THE CITY OF CLIFTON, PURSUANT TO N.J.S.A. 40A:11-10.**

**WHEREAS**, the County of Passaic (the “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic (hereinafter the “Board”) are vested with decision making powers on behalf of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-10, the governing bodies of two or more contracting units may provide by a joint agreement for the provision of the performance of goods and services to be used by their respective jurisdictions; and

**WHEREAS**, the County is a member of the Educational Services Commission of New Jersey, which awarded a contract for Job Order Contracting - General Repair & Maintenance - All Regions, Contract #ESCNJ 23/24-28 to Murray Paving & Concrete, LLC, to provide general repair and maintenance services to members of the cooperative; and

**WHEREAS**, Murray Paving & Concrete, LLC, provided a quote to resurface existing courts at Weasel Brook Park in the City of Clifton to the Director of the Department of Parks and Recreation, in an amount not to exceed thirty nine thousand one hundred fifty nine dollars and forty five cents (\$39,159.45) attached to and made part of this resolution, which is being recommended for approval by the Director of the Department of Parks and Recreation; and; and

**WHEREAS**, funds are available in Account No. O-25-56-635-002-608, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2025, meeting of the Public Works Committee and is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-10, the Board of County Commissioners of the County of Passaic is authorizing an award of contract to Murray Paving & Concrete, LLC, to resurface existing courts at Weasel Brook Park in the City of Clifton to the Director of the Department of Parks and Recreation, in an amount not to exceed thirty nine thousand one hundred fifty nine dollars and forty five cents (\$39,159.45), as recommended by the Director of the Department of Parks and Recreation.

**LET IT BE FURTHER RESOLVED**, that the Director of the Board of County Commissioners, the Clerk to the Board, County Counsel, and Purchasing Agent are authorized to execute an agreement and take any other steps necessary to carry out the purpose of this resolution.

ZMQ

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$39,159.45

APPROPRIATION: O-25-56-635-002-608

PURPOSE: Award contract to Murray Paving & Concrete, LLC, to resurface existing courts at Weasel Brook Park in the City of Clifton to the Director of the Department of Parks and Recreation.



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Richard Cahill, Director of Finance

DATED: December 9, 2025



Job Order Package

<b>ESCNJ State Approved Coop #65MCESCCPS</b>	
<b>JOC Contract No.: 23/24-28</b>	
<input checked="" type="checkbox"/> <b>New Job Order</b>	<input type="checkbox"/> <b>Modify an Existing Job Order</b>
Job Order Number: 147835.00	
Job Order Title: Passaic Co Parks Weasel Brook Basketball Court Improvements 25-487	
Contact: <u>Greg Moore</u>	Contractor Name: <u>Murray Paving and Concrete LLC</u>
Phone: <u>9738814782</u>	Contact: <u>Jacob Zardoya</u>
	Phone: <u>201-670-0030</u>
<b>Work to be Performed</b>	
Work to be performed as per the Final Scope of Work and the Price Proposal dated 09/05/2025, and as per the terms and conditions of JOC Contract No 23/24-28.	
<u>Brief Task Order Description:</u>	
25-487 — Passaic CO: Weasel Brook Basketball Courts (2) Improvements	
<b>Time of Performance</b>	Estimated Start Date:
	Estimated Completion Date:
<b>Liquidated Damages</b>	Will apply: <input type="checkbox"/> Will NOT apply: <input checked="" type="checkbox"/>
<b>Validation Information</b>	
<i>Normal Working Hours</i>	<i>0.8800</i>
<b>Job Order Firm Fixed Price: \$39,159.45</b>	
Owner Purchase Order:	

Approvals

	Date		Date
Project Manager		Bureau/Division Manager	
	Date		Date
Technical/Engineer Review		Contracting Officer	

### Contractor's Cost Proposal - Detail (L/E/M)

ESCNJ State Approved Coop #65MCECCPS

Date: September 05, 2025

Re: IQC Master Contract #: 23/24-28  
 JOC Work Order #: 147835.00  
 Owner PO #:  
 Title: Passaic Co Parks Weasel Brook Basketball Court Improvements 25-487  
 Contractor: Murray Paving and Concrete LLC  
 Proposal Value: \$39,169.45

Sect.	Item	Mod.	UOM	Description	Line Total								
Labor	Equip.	Material	(Excludes)										
<b>Section - 01 - General Requirements</b>													
7	01 22 20 00 0016		HR.	LaborerFor tasks not included in the Task Catalog and as directed by owner only.	\$2,453.72								
			Installation	<table> <tr> <td>Quantity</td> <td>Unit Price</td> <td>Factor</td> <td>Total</td> </tr> <tr> <td>24.00 x</td> <td>116.18 x</td> <td>0.8800 =</td> <td>2,453.72</td> </tr> </table> cleaning out cracks prior to crackfill	Quantity	Unit Price	Factor	Total	24.00 x	116.18 x	0.8800 =	2,453.72	
Quantity	Unit Price	Factor	Total										
24.00 x	116.18 x	0.8800 =	2,453.72										
2	01 22 23 00 0147		DAY	1,600 CFM Diesel Powered Portable Air Compressor	\$1,989.94								
			Installation	<table> <tr> <td>Quantity</td> <td>Unit Price</td> <td>Factor</td> <td>Total</td> </tr> <tr> <td>2.00 x</td> <td>1,130.65 x</td> <td>0.8800 =</td> <td>1,989.94</td> </tr> </table> blowing out all cracks	Quantity	Unit Price	Factor	Total	2.00 x	1,130.65 x	0.8800 =	1,989.94	
Quantity	Unit Price	Factor	Total										
2.00 x	1,130.65 x	0.8800 =	1,989.94										
3	01 22 23 00 0261		DAY	2,000 To 2,400 Lb. Capacity, 72" Wide, Skid-Steer Loader With Full-Time Operator	\$1,246.21								
			Installation	<table> <tr> <td>Quantity</td> <td>Unit Price</td> <td>Factor</td> <td>Total</td> </tr> <tr> <td>1.00 x</td> <td>1,416.15 x</td> <td>0.8800 =</td> <td>1,246.21</td> </tr> </table>	Quantity	Unit Price	Factor	Total	1.00 x	1,416.15 x	0.8800 =	1,246.21	
Quantity	Unit Price	Factor	Total										
1.00 x	1,416.15 x	0.8800 =	1,246.21										
4	01 22 23 00 0273		DAY	Broom Attachment For Skid-Steer Loaders	\$114.65								
			Installation	<table> <tr> <td>Quantity</td> <td>Unit Price</td> <td>Factor</td> <td>Total</td> </tr> <tr> <td>1.00 x</td> <td>130.28 x</td> <td>0.8800 =</td> <td>114.65</td> </tr> </table>	Quantity	Unit Price	Factor	Total	1.00 x	130.28 x	0.8800 =	114.65	
Quantity	Unit Price	Factor	Total										
1.00 x	130.28 x	0.8800 =	114.65										
5	01 22 23 00 1212		DAY	1/2 To 3/4 Ton, 4 x 2 Light Duty Conventional Pickup Truck With Full-Time Truck Driver	\$986.49								
			Installation	<table> <tr> <td>Quantity</td> <td>Unit Price</td> <td>Factor</td> <td>Total</td> </tr> <tr> <td>1.00 x</td> <td>1,121.01 x</td> <td>0.8800 =</td> <td>986.49</td> </tr> </table> service truck	Quantity	Unit Price	Factor	Total	1.00 x	1,121.01 x	0.8800 =	986.49	
Quantity	Unit Price	Factor	Total										
1.00 x	1,121.01 x	0.8800 =	986.49										
6	01 22 23 00 1222		DAY	5 To 6 CY Rear Dump Truck With Full-Time Truck Driver	\$1,289.45								
			Installation	<table> <tr> <td>Quantity</td> <td>Unit Price</td> <td>Factor</td> <td>Total</td> </tr> <tr> <td>1.00 x</td> <td>1,465.28 x</td> <td>0.8800 =</td> <td>1,289.45</td> </tr> </table> removal of all debris	Quantity	Unit Price	Factor	Total	1.00 x	1,465.28 x	0.8800 =	1,289.45	
Quantity	Unit Price	Factor	Total										
1.00 x	1,465.28 x	0.8800 =	1,289.45										
7	01 71 13 00 0003		EA	Equipment Delivery, Pickup, Mobilization And Demobilization Using A Tractor Trailer With Up To 53' BedIncludes loading, tie-down of equipment, delivery of equipment, off loading on site, rigging, dismantling, loading for return and transporting away. For equipment such as bulldozers, motor scrapers, hydraulic excavators, gradalls, road graders, loader-backhoes, heavy-duty construction loaders, tractors, pavers, rollers, bridge finishers, straight mast construction forklifts, telescoping boom rough terrain construction forklifts, telescoping and articulating boom man lifts with >40' boom lengths, etc.	\$2,659.61								
			Installation	<table> <tr> <td>Quantity</td> <td>Unit Price</td> <td>Factor</td> <td>Total</td> </tr> <tr> <td>2.00 x</td> <td>1,511.14 x</td> <td>0.8800 =</td> <td>2,659.61</td> </tr> </table> mobilization of skid steer and resurfacer	Quantity	Unit Price	Factor	Total	2.00 x	1,511.14 x	0.8800 =	2,659.61	
Quantity	Unit Price	Factor	Total										
2.00 x	1,511.14 x	0.8800 =	2,659.61										
<b>Subtotal for Section - 01 - General Requirements</b>					<b>\$10,740.07</b>								

Contractor's Cost Proposal - Detail (L/E/M) Continues..

Job Order No: 147835.00  
 Job Order Title: Passaic Co Parks Weasel Brook Basketball Court Improvements 25-487

**Section - 02 - Site Work**

8	02 41 19 13 0002	EA	Saw Cut Minimum Charge	For projects where the total saw cutting charge is less than the minimum charge, use this task exclusively. This task should not be used in conjunction with any other tasks in this section.				\$1,044.74
		Installation	Quantity	Unit Price	Factor	=	Total	
			1.00	1,187.20	0.8800		1,044.74	

**Subtotal for Section - 02 - Site Work \$1,044.74**

**Section - 03 - Concrete**

9	03 15 16 00 0009	LF	1/2" x 1" Rubberized Asphalt Expansion Joint, Poured, Hot Applied Fuel Resistant					\$4,584.80
		Installation	Quantity	Unit Price	Factor	=	Total	
		crack fill	1,000.00	5.21	0.8800		4,584.80	

**Subtotal for Section - 03 - Concrete \$4,584.80**

**Section - 32 - Exterior Improvements**

10	32 01 13 82 0005	TON	Up To 45 Ton Type III Slurry Seal 3/8" thick, 25 to 30 Lb./SY.					\$20,765.40
		Installation	Quantity	Unit Price	Factor	=	Total	
		2 coats of acrylic resurface base 2 coats of acrylic resurface top	59.00	399.95	0.8800		20,765.40	

11	32 17 23 13 0003	LF	Single 4" Wide Solid Line, Painted Reflective Pavement Striping By Hand For Repairs					\$2,024.44
		Installation	Quantity	Unit Price	Factor	=	Total	
			1,075.00	2.14	0.8800		2,024.44	

**Subtotal for Section - 32 - Exterior Improvements \$22,789.84**

**Proposal Total \$39,159.45**

This Proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

The Percentage of NPP on this Proposal: %

### Contractor's Cost Proposal - Summary (L/E/M)

ESCNJ State Approved Coop #65MCESCCPS

Date: September 05, 2025

Re: IQC Master Contract #: 23/24-28  
 JOC Work Order #: 147835.00  
 Owner PO #:  
 Title: Passaic Co Parks Weasel Brook Basketball Court Improvements 25-487  
 Contractor: Murray Paving and Concrete LLC  
 Proposal Value: \$39,159.45

Section - 01 - General Requirements	\$10,740.07
Section - 02 - Site Work	\$1,044.74
Section - 03 - Concrete	\$4,584.80
Section - 32 - Exterior Improvements	\$22,789.84
<b>Proposal Total</b>	<b>\$39,159.45</b>

This Proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

The Percentage of NPP on this Proposal: %



Scope of Work

ESCNJ State Approved Coop #65MCESCCPS

To: Greg Moore  
ESCNJ - Passaic County - Dept. of Parks & Rec  
No Address Input  
  
9738814782

From: Jacob Zardoya  
Murray Paving and Concrete LLC  
21 Wallace Street  
Elmwood Park, NJ 07407  
201-670-0030

Job Order No: 147835.00  
Job Order Title: Passaic Co Parks Weasel Brook Basketball Court Improvements 25-487  
Contract #: 23/24-28

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Please see the attached detailed scope of work below.

Subject to the terms and conditions of JOC Contract 23/24-28.

\_\_\_\_\_  
Greg Moore Date

\_\_\_\_\_  
Jacob Zardoya Date



## Murray Contracting

21 Wallace St Elmwood Park, NJ 07407

September 4, 2025

Passaic Co Parks

Project Ref: Weasel Brook Park Basketball Courts

Attn: Greg Moore

The following scope of work is inclusive of all insurances, certifications, supervision, coordination, materials, equipment and prevailing wage labor costs.

Murray Contracting proposes to:

- Mobilize all equipment to job site
- Set up temporary protection
- Clean out existing cracks
- Crack fill existing cracks
- Remove all debris off site
- Sweep existing basketball courts
- Resurface existing courts with two base coats of acrylic resurfacer
- Resurface existing courts with two finish coats of acrylic resurfacer (courts to match existing colors)
- Stripe existing lines
- Clean up job site
- Demobilize

### Notes and Exclusions:

We exclude other than normal working hours. We exclude permit fees. We exclude drawings, calculations of engineering of any kind. We exclude cost of police or traffic protection (if applicable).

PHONE    EMAIL    FAX  
201670030MurrayPaving@gmail.com

6096740588

County of Passaic  
Board of County Commissioners



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

SHORT DESCRIPTION 25-487 Weasel Brook Basketball Courts-Improvements  
REQUISITION No./CONTRACT No. R5-, #65MCESCCPS Bid #ESCNJ 23/24-28 R5-13547

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

*(Attach Additional Sheets if Necessary.)*

  
\_\_\_\_\_  
Signature of Vendor's Authorized Representative  
William Murray  
\_\_\_\_\_  
Print Name and Title of Vendor's Authorized Representative  
Murray Paving and Concrete, LLC  
\_\_\_\_\_  
Vendor's Name  
21 Wallace St  
\_\_\_\_\_  
Vendor's Address (Street Address)  
Elmwood Park, NJ 07407  
\_\_\_\_\_  
Vendor's Address (City/State/Zip Code)

\_\_\_\_\_  
Date  
10/20/2025  
\_\_\_\_\_  
Vendor's FEIN, EIN or FTIN  
20-1075887  
\_\_\_\_\_  
Vendor's Phone Number  
201-670-0030  
\_\_\_\_\_  
Vendor's Fax Number  
murraypaving@gmail.com  
\_\_\_\_\_  
Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
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**401 Grand Street**  
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**Tel: 973-881-4402**  
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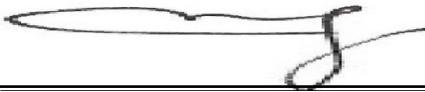
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AWARDING A NON-FAIR AND OPEN CONTRACT TO KLECHA ENTERPRISES LLC, FOR REPAIRS TO THE HEALTH DEPARTMENT'S FREIGHTLINER MOBILE HEALTH UNIT, PURSUANT TO N.J.S.A. 40A:11-3

THIS RESOLUTION WAS REQUESTED BY:  
 ROADS DIVISION

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	55.
CAF#	5-01-26-151-001-249
Purchase Req. #	r5-13611
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AWARDING A NON-FAIR AND OPEN CONTRACT TO KLECHA ENTERPRISES LLC, FOR REPAIRS TO THE HEALTH DEPARTMENT'S FREIGHTLINER MOBILE HEALTH UNIT, PURSUANT TO N.J.S.A. 40A:11-3**

**WHEREAS**, the County of Passaic (hereafter "County") is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter "Board") is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-3 when the cost or price of any contract awarded by the contracting agent in the aggregate does not exceed in a contract year the bid threshold, the contract may be awarded by a purchasing agent or other employee so designated by the governing body when so authorized by ordinance or resolution as appropriate to the contracting unit without public advertisement for bids; and

**WHEREAS**, the Supervisor of Roads seeks a vendor for repair work needed on the Health Department's Freightliner Motor Home, VIN No. 4UZACMFC9KCKM6868; and

**WHEREAS**, on July 15, 2025 the Board approved Resolution No. R-25-0618, setting the bid threshold at fifty-three thousand dollars (\$53,000.00), in accordance with the law; and

**WHEREAS**, the Supervisor of Roads is requesting that the Board approve a non-fair and open contract to Klecha Enterprises LLC, for repair work on the Health Department's Freightliner Motor Home, VIN No. 4UZACMFC9KCKM6868, in an amount not to exceed twenty-six thousand nine hundred four dollars and eighty-four cents (\$26,904.84); and

**WHEREAS**, Klecha Enterprises LLC, has executed and notarized the County's Business Entity Disclosure Certification for non-fair and open contracts required pursuant to N.J.S.A. 19:44A-20.8, which is attached to and made part of this Resolution; and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., the vendor has executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying the vendor is not involved in prohibited activities in Russia and Belarus, and the County confirmed they are not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, funds are available in Account 5-01-26-151-001-249 any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years' County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2024, Public Works Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-3 that the Board of County Commissioners of the County of Passaic authorizes a contract to Klecha Enterprises LLC, for repair work on the Health Department's Freightliner Motor Home, VIN No. 4UZACMFC9KCKM6868, in an amount not to exceed twenty-six thousand nine hundred four dollars and eighty-four cents (\$26,904.84).

**LET IT BE FURTHER RESOLVED**, the Clerk of the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract to Klecha Enterprises LLC, and maintain a copy of the resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, Passaic County Sheriff's Office, County Counsel, and Director of the Board are authorized to take any other steps necessary to carry out the purpose of this resolution.

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$26,904.84

APPROPRIATION: 5-01-26-151-001-249

PURPOSE: Award contract to Klecha Enterprises LLC, for repair work on the Health Department's Freightliner Motor Home, VIN No. 4UZACMFC9KCKM6868.



Richard Cahill, Director of Finance

DATED: December 9, 2025

County of Passaic  
Board of County Commissioners



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

SHORT DESCRIPTION Auto body Repair - mobile Health CARE RV  
REQUISITION No./CONTRACT No. RS-13611

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022 c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

- A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

(Attach Additional Sheets if Necessary.)

*[Handwritten Signature]*

Signature of Vendor's Authorized Representative  
EDWARD L. KLECHA

Print Name and Title of Vendor's Authorized Representative  
Klecha ENTERPRISES LLC

Vendor's Name  
29 Greenwood dr

Vendor's Address (Street Address)  
OAK Ridge NJ 07438

Vendor's Address (City/State/Zip Code)

8-27-25

Date 881-212-670

Vendor's FEIN, EIN or FTIN  
973-697-8777

Vendor's Phone Number

Vendor's Fax Number

Vendor's Email Address  
EKlecha@PASSAIAUTO.COM

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).



**BUSINESS ENTITY DISCLOSURE CERTIFICATION**  
 FOR NON-FAIR AND OPEN CONTRACTS  
 Required Pursuant to N.J.S.A. 19:44A-20.8  
**COUNTY OF PASSAIC**

**Part I - Vendor Affirmation**

The undersigned, being authorized and knowledgeable of the circumstance, does hereby certify that the Edward Klecha, its subsidiaries, assigns or principals controlling an excess of ten percent (10%) of the business entity has neither made a reportable contribution prohibited under N.J.S.A. 19:44A-20.4, et seq, in the year preceding the Non-Fair and Open Contract awarded in the year 2025 for Auto Body Repair ("Contract") nor will it make any reportable contributions during the term of the Contract to any of the following name candidate committees, joint candidate committees, and political party committees representing the elected officials of the County of Passaic, as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r)

Bruce James for County Commissioner	Rodney A. De Vore for Commissioner
Friends of Pat Lepore	Friends of Danielle Ireland Imhof
Friends of John Bartlett	Friends of Cassanova for Sucrogate
Friends of Terry Duffy	Friends of Adamo for Sheriff
Sandi Lazzara for Commissioner	
Friends of Orlando Cruz for Commissioner	

**Part II - Ownership Disclosure Certification**

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

Check the box that represents the type of business entity:

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

Name of Stock or Shareholder	Home Address
EDWARD L. KLECHA	204 Y. CRYSTAL ROCK RD. SPARTA, NJ 07884

**Part 3 - Signature and Attestation**

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

Name of Business Entity: Klecha Enterprises LLC

Signed: [Signature]

Title: OWNER

Printed Name: EDWARD L. KLECHA

Date: 12/27/25

12/5/25

Subscribed and sworn before me this 5 day of Dec, 2025.

My Commission expires: 7/21/27

[Signature]  
 Notary  
 (Affiant)  
Kishon Foreman  
 (Print name & title of affiant) (Corporate Seal)

KISHON FOREMAN  
 Notary Public of New Jersey  
 My Commission Expires July 21, 2027

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE PURCHASE OF ONE (1) KUBOTA UTILITY VEHICLE FROM CHERRY VALLEY TRACTOR SALES, PURSUANT TO N.J.S.A. 40A:11-10

THIS RESOLUTION WAS REQUESTED BY:  
 ROADS DIVISION

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REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	56.
CAF#	T-20-56-880-024-801
Purchase Req. #	R5-13236
Result	

Public Works

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COMMITTEE NAME

**RESOLUTION AUTHORIZING THE PURCHASE OF ONE (1) KUBOTA UTILITY VEHICLE FROM CHERRY VALLEY TRACTOR SALES, PURSUANT TO N.J.S.A. 40A:11-10**

**WHEREAS**, the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-10, the governing bodies of two or more contracting units may provide by a joint agreement for the provision of the performance of goods and services to be used by their respective jurisdictions; and

**WHEREAS**, the County is a member of the Educational Services Commission of New Jersey, which awarded a contract for Grounds Equipment, Contract #ESCNJ 22/23-12 to Cherry Valley Tractor Sales, to provide grounds equipment to members of the cooperative; and

**WHEREAS**, Cherry Valley Tractor Sales, provided a quote for one (1) Kubota Utility Vehicle to the Supervisor of Roads, in an amount not to exceed twenty-five thousand two hundred eighty-nine dollars and forty-seven cents (\$25,289.47), attached to and made part of this resolution, which is being recommended for approval by the Supervisor of Roads; and

**WHEREAS**, funds are available in Account No. T-20-56-880-024-801, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2024, Public Works Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-10, the Board of County Commissioners of the County of Passaic is authorizing the purchase of one (1) Kubota Utility Vehicle from Cherry Valley Tractor Sales, in an amount not to exceed twenty-five thousand two hundred eighty-nine dollars and forty-seven cents (\$25,289.47), as recommended by the Supervisor of Roads.

**LET IT BE FURTHER RESOLVED**, that the Director of the Board of County Commissioners, the Clerk to the Board, County Counsel, and Purchasing Agent are authorized to execute an agreement and take any other steps necessary to carry out the purpose of this resolution.

ZMQ

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$25,289.47

APPROPRIATION: T-20-56-880-024-801

PURPOSE: Award contract to Cherry Valley Tractor Sales, for the purchase of one (1) Kubota Utility Vehicle as recommended by the Supervisor of Roads.

  
\_\_\_\_\_  
Richard Cahill, Director of Finance

DATED: December 9, 2025

# CHERRY VALLEY Tractor Sales

Quote 25-92325

35 Route 70 West  
Marlton, New Jersey 08053-3099  
Tel #856-983-0111 Fax #856-983-7700  
Cell #732-320-0452

To: PASSAIC COUNTY DEPT HEALTH SERVICES-MOSQUITO CNTRL  
1310 STATE ROUTE 23  
WAYNE, NJ 07470

Attn: JOE PEZZILLO, SUPERINTENDENT  
Tel: 973-305-5754  
Cell:  
Email: [JOEP@PASSAICCOUNTYNJ.ORG](mailto:JOEP@PASSAICCOUNTYNJ.ORG)

Date	
9/23/2025	
Estimated Delivery	From Receipt of Order
Terms	
F.O.B.	
Marlton, NJ	
To Be Shipped Via	
Salesman	
John Fowler	

**\*\*Price on this quote is an estimate and is subject to being increased\*\***

Quantity	Description	LIST PRICE	Total
1	KUBOTA RTVX2C-SKLH-1 4WD UTILITY VEHICLES-HDMP TIRES KUBOTA 24.8 HP DIESEL ENGINE, HYDRAULIC BED LIFT FACTORY CAB W/HEAT & A/C, FRONT GRILLE GUARD 2 SPEED HYDROSTATIC TRANSMISSION-POWER STEERING SPARK ARRESTOR MUFFLER-ROLL DOWN WINDOWS WINDSHIELD WIPER W/WASHER BOTTLE LESS ESCNJ CATALOG DISCOUNT 21.5% LABOR TO ASSEMBLE	\$ 28,649.00	
		\$ (6,159.53)	
		\$ 2,800.00	
	<b>TOTAL SELL PRICE RTVX2C-SKLH-1 ALL STANDARD SPECS</b>		\$ 25,289.47
***Please note terms and conditions on Page 2***			

The Educational Services Commission of New Jersey  
New Jersey State Approved Co-Op#: 65MCESCCPS  
Bid# ESCNJ 22/23-12 (Grounds Equipment)

Thank you for the opportunity

John Fowler

County of Passaic  
Board of County Commissioners



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

SHORT DESCRIPTION Grounds Equipment  
REQUISITION No./CONTRACT No. R5-13306

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

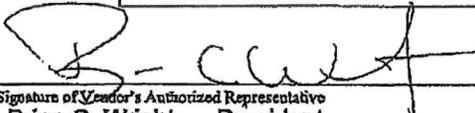
**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

- A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

(Attach Additional Sheets if Necessary.)

<p> _____ Signature of Vendor's Authorized Representative <b>Brian C. Wright</b> President</p> <p>_____ Print Name and Title of Vendor's Authorized Representative <b>Cherry Valley Tractor Sales, Inc.</b></p> <p>_____ Vendor's Name <b>35 West Route 70</b></p> <p>_____ Vendor's Address (Street Address) <b>Marlton, NJ 08053</b></p> <p>_____ Vendor's Address (City/State/Zip Code)</p>	<p>_____ Date <b>10/09/2025</b></p> <p>_____ Vendor's FEIN, EIN or FTIN <b>21-0731098</b></p> <p>_____ Vendor's Phone Number <b>856-983-0111</b></p> <p>_____ Vendor's Fax Number <b>856-988-6290</b></p> <p>_____ Vendor's Email Address <b>brian@cherryvalleytractor.com</b></p>
---	--

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 2621(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

# County of Passaic

## Board of County Commissioners



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**Tel: 973-881-4402**  
**Fax: 973-742-3746**

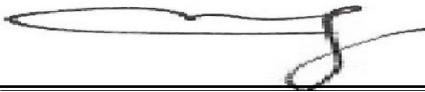
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO ALLEGIANCE TRUCK LLC, FOR THE REPAIR OF PASSAIC COUNTY SNOW PLOWING TRUCKS, PURSUANT TO N.J.S.A. 40A:11-10

THIS RESOLUTION WAS REQUESTED BY:  
 ROADS DIVISION

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	57.
CAF#	5-01-26-151-001-222
Purchase Req. #	R5-13236
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO ALLEGIANCE TRUCK LLC, FOR THE REPAIR OF PASSAIC COUNTY SNOW PLOWING TRUCKS, PURSUANT TO N.J.S.A. 40A:11-10**

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$50,000.00

APPROPRIATION: 5-01-26-151-001-222

PURPOSE: Award contract to Allegiance Truck LLC DBA At Northern NJ LLC, to repair and/or provide parts for County-owned vehicles and trucks.

  
Richard Cahill, Director of Finance

DATED: December 9, 2025

County of Passaic  
Board of County Commissioners

**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

CONTRACT/BID SOLICITATION TITLE Parts + Repairs  
CONTRACT/BID SOLICITATION No. RS-132.86

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

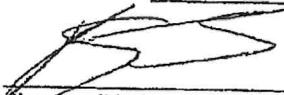
**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

- A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

(Attach Additional Sheets if Necessary.)

  
 Signature of Vendor's Authorized Representative  
Konstantinos Stoubis  
 Print Name and Title of Vendor's Authorized Representative  
Allegiance Trucks, LLC  
 Vendor's Name  
1001 Wordin Avenue  
 Vendor's Address (Street Address)  
Bridgeport, CT 06605  
 Vendor's Address (City/State/Zip Code)

10/16/25  
 Date  
83-4240115  
 Vendor's FEIN, EIN or FTIN  
908-862-8181  
 Vendor's Phone Number  
 Vendor's Fax Number  
AR@allegiance-trucks.com  
 Vendor's Email Address

Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO HUDSON COUNTY MOTORS, INC. FOR REPAIRS TO PASSAIC COUNTY SNOW PLOWING TRUCKS, PURSUANT TO N.J.S.A. 40A:11-10.

THIS RESOLUTION WAS REQUESTED BY:  
 ROADS DIVISION

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	58.
CAF#	5-01-26-151-001-222
Purchase Req. #	R5-13235
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO HUDSON COUNTY MOTORS, INC. FOR REPAIRS TO PASSAIC COUNTY SNOW PLOWING TRUCKS, PURSUANT TO N.J.S.A. 40A:11-10.**

**WHEREAS**, the County of Passaic (“County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Passaic Board of County Commissioners (hereafter “Board”) is vested with decision-making powers on behalf of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-10, the governing bodies of two or more contracting units may provide by a joint agreement for the provision of the performance of goods and services to be used by their respective jurisdictions; and

**WHEREAS**, in compliance with the law, Bergen County Cooperative Contract Purchasing System (“BCCCP”) issued and awarded a contract to Hudson County Motors, Inc., for automotive parts and accessories under 11BCCPS, BC-BID 24-34 contract 15-C (“BC-BID 24-34”); and

**WHEREAS**, the Supervisor of Roads is recommending that the Board authorize Hudson County Motors, Inc. to repair Passaic County snow plowing trucks for the Passaic County Road Department in the amount of seventy-five thousand dollars (\$75,000.00); and

**WHEREAS**, funds are available in Account No. 5-01-26-151-001-222, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in 2025 or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2025, meeting of the Public Works Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-10, that the Board of County Commissioners of the County of Passaic authorizes the repair of Passaic County snow plowing trucks for the Passaic County Road Department in the amount of seventy-five thousand dollars (\$75,000.00).

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, Purchasing Agent, Supervisor of Roads, and Director of the Board are authorized to execute the contracts and take any other steps necessary to carry out the purpose of this resolution.

ZMQ

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$75,000.00

APPROPRIATION: 5-01-26-151-001-222

PURPOSE: Award contract to Hudson County Motors, Inc. to repair Passaic County snow plowing trucks for the Passaic County Road Department.



Richard Cahill, Director of Finance

DATED: December 9, 2025

County of Passaic  
Board of County Commissioners



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

**SHORT DESCRIPTION**

**REQUISITION No./CONTRACT No.** \_\_\_\_\_

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

[Empty box for detailed description]

(Attach Additional Sheets if Necessary.)

*[Handwritten Signature]*

Signature of Vendor's Authorized Representative  
**Vera Kokoreva, Controller**  
Print Name and Title of Vendor's Authorized Representative  
**Hudson County Motors Inc**  
Vendor's Name  
**290 Secaucus Road**  
Vendor's Address (Street Address)  
**Secaucus, NJ 07094**  
Vendor's Address (City/State/Zip Code)

11/10/2025  
Date  
**22-1421211**  
Vendor's FEIN, EIN or FTIN  
**201-866-5570**  
Vendor's Phone Number  
Vendor's Fax Number  
**vkokoreva@hudsoncountymotors.com**  
Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING CHANGE ORDER NO. 3 FOR A&A INDUSTRIAL PIPING TO COMPLETE VARIOUS HVAC REPAIRS TO UNITS 1, 2, & 4 AND PROVIDE A NEW HVAC REPLACEMENT SYSTEM FOR UNIT 3, AND REPLACE THE EXISTING BUILDING MANAGEMENT SYSTEM FOR UNITS 1 THROUGH 4 AT PREAKNESS HEALTHCARE CENTER IN THE TOWNSHIP OF WAYNE, PER BID C-25-005, PURSUANT TO N.J.A.C. 5:30-11.3 ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 ENGINEERING

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REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	59.
CAF#	C-04-55-188-002-908
Purchase Req. #	25-00609
Result	

Public Works

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COMMITTEE NAME

**RESOLUTION AUTHORIZING CHANGE ORDER NO. 3 FOR A&A INDUSTRIAL PIPING TO COMPLETE VARIOUS HVAC REPAIRS TO UNITS 1, 2, & 4 AND PROVIDE A NEW HVAC REPLACEMENT SYSTEM FOR UNIT 3, AND REPLACE THE EXISTING BUILDING MANAGEMENT SYSTEM FOR UNITS 1 THROUGH 4 AT PREAKNESS HEALTHCARE CENTER IN THE TOWNSHIP OF WAYNE, PER BID C-25-005, PURSUANT TO N.J.A.C. 5:30-11.3 ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4, et seq., every contract awarded by the County, for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold [40A:11-3], shall be awarded only by resolution of the Board to the lowest responsible bidder after public advertising for bids and bidding thereof; and

**WHEREAS**, on December 4, 2024, the Purchasing Agent issued Bid No. C-25-005, Re-Bid Preakness Healthcare Center HVAC Upgrades and BMS Replacement (hereafter “C-25-005”) seeking sealed proposals from qualified bidders for completion of HVAC Repairs to Units 1, 2 & 4, for a new HVAC Replacement System for Unit 3, and replacement of the existing Building Management System (“BMS”) with a new BMS for Units 1 through 4 at Preakness Healthcare Center in the Township of Wayne; and

**WHEREAS**, on January 21, 2025, the Board passed Resolution No. R-25-0054 authorizing an award of contract to A&A Industrial Piping, Inc., the lowest responsible bidder under C-25-005, in an amount not to exceed five million four hundred twenty-seven thousand forty-one dollars (\$5,427,041.00); and

**WHEREAS**, pursuant to N.J.A.C. 5:30-11.3, et seq. the Board can authorize, permit, or accept change orders for work performed, services rendered, materials, supplies, or equipment delivered or provided pursuant to the conditions as set forth therein; and

**WHEREAS**, on September 9, 2025, the Board passed Resolution No. R-25-837, authorizing Change Order No. 1 for the project under C-25-005, in the increased amount of seventy-eight thousand two hundred eighty-seven dollars (\$78,287.00), with a new total contract award, as a result of the increase, in the amount of five million five hundred five thousand three hundred twenty-eight dollars (\$5,505,328.00); and

**WHEREAS**, on November 17, 2025, the Board passed Resolution No. R-25-1104, authorizing Change Order No. 2 for the project under C-25-005, in the increased amount of ninety-six thousand four hundred eighty-five dollars (\$96,485.00), with a new total contract award, as a result of the increase, in the amount of five million six hundred one thousand eight hundred thirteen dollars (\$5,601,813.00); and

**WHEREAS**, the Passaic County Engineer is recommending that Change Order No. 3 be authorized for a net addition to the contract under C-25-005 in the amount of thirty-one thousand three hundred thirty-six dollars (\$31,336.00) due to unforeseen conditions to replace damaged outside air ducts to allow for the installation of the fan coil units on the first floor in Building 300, with a new total contract award, as a result of the increase, in the amount of five million six hundred thirty-three thousand one hundred forty-nine dollars (\$5,633,149.00); and

**WHEREAS**, funds are available in Account No. C-04-55-188-002-908, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2025 meeting of the Public Works Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.A.C. 5:30-11.3, et seq., the Board of County Commissioners of the County of Passaic authorize Change Order No. 3 for the contract with A&A Industrial Piping, Inc., under C-25-005, in the increased amount of thirty-one thousand three hundred thirty-six dollars (\$31,336.00), with a new total contract award, as a result of the increase, in the amount of five million six hundred thirty-three thousand one hundred forty-nine dollars (\$5,633,149.00).

**LET IT BE FURTHER RESOLVED**, that the County Engineer is authorized and directed to comply with all of the general requirements for change orders as set forth in N.J.A.C. 5:30-11.3, et seq.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, County Engineer, and Director of Board of County Commissioners are authorized to take any other action necessary to carry out the purpose of this Resolution.

KJB

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$31,336.00

APPROPRIATION: C-04-55-188-002-908

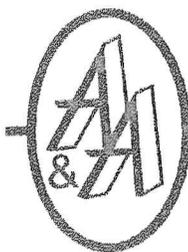
PURPOSE: Authorize Change Order No. 3 for the contract with A&A Industrial Piping, Inc. for completion of HVAC Repairs to Units 1, 2 & 4, for a new HVAC Replacement System for Unit 3, and replacement of the existing Building Management System ("BMS") with a new BMS for Units 1 through 4 at Preakness Healthcare Center in the Township of Wayne.



---

Richard Cahill, Director of Finance

DATED: December 9, 2025



# A&A INDUSTRIAL PIPING, INC.

FULL SERVICE MECHANICAL CONTRACTORS

October 23, 2025

Alaimo Group  
200 High Street  
Mount Holly, NJ 08060

Attn: Jim Cunningham

RE: Preakness Healthcare Center – BMS Upgrade & HVAC Replacement  
A&A Job #25001 – X-005 – FCU OA Duct Replacement

A&A Industrial Piping, Inc. (A&A) submits for your consideration our lump sum proposal to provide all union labor, materials, tools, equipment, and supervision to complete the additional scope of work listed below.

**Total Lump Change Order Price:** **\$31,336.00**

**Adjustment in Contract Time:** **Add: 15 days**

**Additional Work Scope:**

- Per the response from RFI-020, A&A is requested to replace the outside air duct damaged by the dirt in the existing flower beds to allow for the installation of the FCUs on the 1<sup>st</sup> Floor. The sleeves will be constructed with 20-gauge galvanized sheet metal.

**Exclusions and Clarifications:**

- Steel and waterproofing installation mentioned in the RFI-020 response will be submitted under a separate change order. This change order is strictly for replacing the outside air ducts for the FCUs on the 1st Floor of Wings B and A.
- All exclusions from the original proposal still apply.
- Due to current economic conditions, final pricing may have to be adjusted.

If you would like us to proceed with this additional work, we require a receipt confirming our change order at your earliest convenience.

A&A Industrial Piping, Inc., thanks you for the opportunity to quote on this project. Should you have any comments or questions, please do not hesitate to contact us. This price is valid for 30 days.



# A&A INDUSTRIAL PIPING, INC.

---

FULL SERVICE MECHANICAL CONTRACTORS

Sincerely,

A&A Industrial Piping, Inc.

*Matthew Travilla*

Matthew Travilla  
Project Manager



**A&A INDUSTRIAL PIPING, INC.**  
 FULL SERVICE MECHANICAL CONTRACTORS

**Job #25001**

<b>Preakness Healthcare Center - BMS Upgrade &amp; HVAC Replacement</b>	<b>FCU OA Duct Replacement X-005</b>	<b>10/23/2025</b>
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Qty	Size	Description	Mat. Unit	Mat. Ext.	Labor Unit	Labor Ext.

**Matl Sub Total \$ -**  
**Total Hrs. 0**

Labor Hours		0
Hourly Rate (ST)	\$ 127.02	
Foreman / Superintendent		33
Hourly Rate (ST)	\$ 136.61	
Labor Subtotal		\$ 4,508
Material / Equipment		\$ -
Shop Burden		
Remove and Replace OA Duct (Gerard SM)		\$ 19,807
Additional Dumpster		\$ 1,200
Tax on Material	6.625%	
Subtotal		\$ 25,515
Overhead	10.00%	\$ 2,552
Profit	10.00%	\$ 2,807
Bond	1.50%	\$ 463
<b>Total Cost</b>		<b>\$ 31,336</b>



**GERARD SHEET METAL**  
FABRICATORS INC

Gerard Sheet Metal Fabricators Inc.  
385 Lexington Ave.  
East Brunswick, NJ 08816

REQUEST FOR CHANGE ORDER

REQUEST FOR CHANGE ORDER #: 25-911

TO: A&A Industrial Piping, Inc.  
6 Gardner Road  
Fairfield, NJ 07004  
P: 973.882.2622  
F: 973.882.0883  
E: Mtravilla@a-agroup.com

DATE: October 20, 2025

JOB NAME: Preakness Medical Center

LOCATION: Wayne, NJ

ATTN: Matt Travilla

JOB #: 25-0206

<p>Changes:</p> <p>GSMFI proposes to furnish and install (33) wall sleeves for 1st floor wall mounted FCUs. Existing fresh air intake thru wall sleeves to remain will be removed and replaced with new wall sleeves.</p>		
<p>Scope:</p> <p>Review in Field and Measure - 1M x 2H x \$180.82</p> <p>Fabricate Fittings: 33pc x 1H x \$174.81</p> <p>Remove existing and install new sleeves &amp; existing louver: 33pc x 2H x \$174.81</p> <p>Material: Sheet Metal, HW, Sealants, Etc</p>		<p>\$361.64</p> <p>\$5,768.73</p> <p>\$11,537.46</p> <p>\$2,140.00</p>
<p><b>Total for the above listed scope of work:</b></p>		<p><b>\$19,807.83</b></p>
<p>Notes &amp; Clarifications:</p> <ol style="list-style-type: none"> <li>1) Sale tax included on material only</li> <li>2) All work performed on straight time</li> <li>3) GSMFI excludes any excavation or digging if required to provide clearance from exterior louvers</li> <li>4) New Sleeves shall be 20 GA Galvanized material</li> </ol>		
<p><i>Thomas Orr</i></p>		
SIGNATURE	Thomas Orr	Request for Change Amount
Cc:	GJH, DSE, TW, File	\$19,807.83



### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

**SHORT DESCRIPTION** Preakness Healthcare Center HVAC Upgrades and BMS Replacement

**REQUISITION No./CONTRACT No.** 25-00609

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

(Attach Additional Sheets if Necessary.)

*Matthew Travilla*

Signature of Vendor's Authorized Representative

Matthew Travilla, Project Manager

Print Name and Title of Vendor's Authorized Representative

A&A Industrial Piping, Inc.

Vendor's Name

6 Gardner Road

Vendor's Address (Street Address)

Fairfield, NJ 07004

Vendor's Address (City/State/Zip Code)

11/17/2025

Date

EIN # 2230168698/000

Vendor's FEIN, EIN or FTIN

(973)-882-2622

Vendor's Phone Number

Vendor's Fax Number

info@a-agroup.com

Vendor's Email Address

#### Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

**DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

**Part 1: Certification**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that the person or entity, or one of the person or entity's parents, subsidiaries, or affiliates, is not identified on a list created and maintained by the New Jersey Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran.

The Chapter 25 list is found on the State of New Jersey Division of Purchase and Property website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review the list prior to completing the certification below. Failure to complete the certification will render a bidder's proposal non-responsive.

**PLEASE CHECK THE APPROPRIATE BOX:**

I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed herein nor any of the bidder's parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25. I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

**OR**

I am unable to certify as above because the bidder and/or one of more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's Chapter 25 list. I will provide a detailed, accurate, and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines, and/or sanctions will be assessed as provided by law.

**Part 2: Please provide further information related to investment activities in Iran.**

Name \_\_\_\_\_ Relationship to Bidder/Offeror \_\_\_\_\_

Description of Activities \_\_\_\_\_

Duration of Engagement \_\_\_\_\_ Anticipated Cessation Date \_\_\_\_\_

Bidder/Offeror Contact Name \_\_\_\_\_ Contact Phone Number \_\_\_\_\_

**Certification:** I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above referenced person or entity. I acknowledge that Passaic County is relying on the information contained herein and hereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the County to notify the County in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with Passaic County, New Jersey and that the County at its option may declare any contract(s) resulting from this certification void and unenforceable.

**Name of Bidder (Please Print):** A&A Industrial Piping, Inc.

**Signature of Authorized Representative:** Matthew Travilla

**Name (Please Print):** Matthew Travilla

**Title (Please Print):** Project Manager **Date:** 11/17/2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

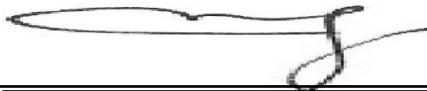
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING APPLICATION, ACCEPTANCE AND EXECUTION OF GRANT AGREEMENT BETWEEN THE COUNTY AND THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE NEW JERSEY DEPARTMENT OF TRANSPORTATION 2026 COUNTY AID GRANT, PURSUANT TO N.J.S.A. 40:20-1

THIS RESOLUTION WAS REQUESTED BY:  
 ENGINEERING

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	60.
CAF#	
Purchase Req. #	
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING APPLICATION, ACCEPTANCE AND EXECUTION OF GRANT AGREEMENT BETWEEN THE COUNTY AND THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE NEW JERSEY DEPARTMENT OF TRANSPORTATION 2026 COUNTY AID GRANT, PURSUANT TO N.J.S.A. 40:20-1**

**WHEREAS**, the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, the New Jersey Department of Transportation (hereafter “NJDOT”) has advised the County that it is eligible for a grant in the amount of six million nine hundred sixty-two thousand nine hundred ninety-eight dollars (\$6,962,998.00) for the NJDOT 2025 County Aid Program; and

**WHEREAS**, the County Engineer is seeking authorization to apply for and accept the NJDOT 2026 County Aid Grant in the amount of six million nine hundred sixty-two thousand nine hundred ninety-eight dollars (\$6,962,998.00) and execute the grant agreement between the County and NJDOT; and

**WHEREAS**, this matter was discussed at the November 25, 2025 meeting of the Public Works Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40:20-1, that the Board of County Commissioners of the County of Passaic authorizes the County Engineer to apply for and accept the NJDOT 2026 County Aid Grant in the amount of six million nine hundred sixty-two thousand nine hundred ninety-eight dollars (\$6,962,998.00).

**LET IT BE FURTHER RESOLVED**, that the Board of County Commissioners of the County of Passaic authorizes the execution of the Agreement between the County and New Jersey Department of Transportation for the NJDOT 2026 County Aid Grant.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, Chief Financial Officer, County Counsel, County Engineer, and Director of the Board are authorized to take any other steps necessary to carry out the purpose of this resolution.

KJB

December 9, 2025

# County of Passaic

## Board of County Commissioners



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**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN ENCROACHMENT PERMIT TO TFJ NORTH  
 HALEDON URBAN RENEWAL, LLC C/O SONNY JUMANI, FOR A STORM DRAIN  
 CONNECTION INTO THE MUNICIPAL STORM SEWER THAT ENCROACHES INTO THE  
 RIGHT OF WAY OF BELMONT AVENUE IN THE BOROUGH OF NORTH HALEDON,  
 PURSUANT TO N.J.S.A. 40:20-1.

THIS RESOLUTION WAS REQUESTED BY:  
 ENGINEERING

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	61.
CAF#	
Purchase Req. #	
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING AN ENCROACHMENT PERMIT TO TFJ NORTH HALEDON URBAN RENEWAL, LLC C/O SONNY JUMANI, FOR A STORM DRAIN CONNECTION INTO THE MUNICIPAL STORM SEWER THAT ENCROACHES INTO THE RIGHT OF WAY OF BELMONT AVENUE IN THE BOROUGH OF NORTH HALEDON, PURSUANT TO N.J.S.A. 40:20-1.**

**WHEREAS**, the County of Passaic (hereafter “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic are vested with decision-making powers on behalf of the County; and

**WHEREAS**, the County has a policy which prohibits the placement of encroachments on rights-of-way of the County of Passaic without a permit authorized by the County Commissioners; and

**WHEREAS**, an encroachment permit application, attached hereto and made a part hereof, which is required for the County Planning Board as part of County Planning Board approval for Application No. SP-24-006 has been made for the property located at 987 Belmont Avenue, (Block 31, Lot 10.04) in the Borough of North Haledon; and

**WHEREAS**, the encroachment permit application from TFJ North Haledon Urban Renewal, LLC c/o Sonny Jumani, owner of 987 Belmont Avenue in the Borough of North Haledon, is for a storm drain connection into the municipal storm sewer at encroaches into the right of way of Belmont Avenue in the Borough of North Haledon; and

**WHEREAS**, TFJ North Haledon Urban Renewal, LLC c/o Sonny Jumani, shall hold the County of Passaic and its agents and employees harmless for any damages incurred as a result of this encroachment. Upon proper notice from the County of Passaic, TFJ North Haledon Urban Renewal, LLC c/o Sonny Jumani, is to remove the encroachment at its expense should the County of Passaic require the use of the right-of-way for any other reason as may be required by the County of Passaic in the future; and

**WHEREAS**, should TFJ North Haledon Urban Renewal, LLC c/o Sonny Jumani, modify or abandon the need for this encroachment, the part containing the encroachment of the structures shall be removed and, thus, this encroachment permission within the County right-of-way shall cease to exist; and

**WHEREAS**, this matter was discussed at the November 25, 2025, meeting of the Public Works Committee and is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40:20-1, that the Board of County Commissioners of the County of Passaic authorizes the encroachment permit for property located 987 Belmont Avenue in the Borough of North Haledon subject to the above-stated terms and conditions.

**BE IT FURTHER RESOLVED**, that the aforesaid encroachment permit is not to be considered a change of policy by the County of Passaic and future requests for encroachment permit shall be considered on a case-to-case basis.

**BE IT FURTHER RESOLVED**, the Director, Clerk of the Board and County Counsel are hereby authorized to execute an Encroachment Agreement on behalf of Passaic County



## County of Passaic

Administration Building

401 Grand Street • Paterson, New Jersey 07505-2023

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Nordan Murphy, P.E.  
County Engineer

TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786

11/13/2025

Passaic County Board of Commissioners  
401 Grand Street  
Paterson, NJ 07505

RE: Encroachment Permit Application  
Applicant: TFJ North Haledon Urban Renewal, LLC, c/o Sonny Jumani  
Address: 987 Belmont Avenue, North Haledon  
Municipality: Borough of North Haledon  
Block: 31 Lot: 10.04  
Application: SP-24-006

Dear Members of the Board:

This office has received and reviewed an Encroachment Permit Application for a storm drain connection into the municipal storm sewer, that encroaches into the right-of-way of Belmont Avenue. The proposed encroachment poses no adverse effect on vehicular traffic at this location.

The conditions of the permit shall include:

1. The applicant/owner agrees to hold the County of Passaic and its agents and employees harmless for any damages incurred as a result of the granted encroachment.
2. Upon proper notice from the County of Passaic, the owner agrees to remove all or any of the encroachments at his expense for any reason as may be required by the County of Passaic in the future.
3. Should the owner modify or abandon the need for the encroachments, the portion(s) containing the encroachment of this structure or other feature shall be removed by the owner at his expense; and thus said encroachment permission within the County's right-of-way shall cease to exist.
4. The applicant/owner shall comply with all conditions of the County Planning Board approval. A copy of the approval should be appended to the final agreement to be executed.
5. The connection shall be made at the sole and exclusive expense of the Applicant. Applicant shall be liable for any and all property damage, public or private, and personal injury caused by or as a result of the installation and operation of the connection. Applicant shall be responsible for any and all necessary maintenance, and shall be liable for any and all property damage, public or private, and personal injuries as a result of Applicant's failure to maintain said connection.

Our office recommends the Encroachment Permit be approved and issued to the applicant, with the conditions noted above.

Very truly yours,

Muhammed S. Assal, P.E.  
Principal County Engineer

Attachment

cc: Nordan Murphy, PE, County Engineer  
Nadege Allwaters, Esq., County Counsel  
Kenneth Simpson, Supervisor of Roads  
Humberto Maravi, Inspector Road Openings



**County of Passaic**  
**Administration Building**  
401 Grand Street • Paterson, New Jersey 07505-2023

OFFICE OF THE COUNTY ENGINEER  
Room 524  
TEL: (973) 881-4456  
FAX: (973) 742-3936  
TDD: (973) 279-9786  
[roadpermits@passaiccountynj.org](mailto:roadpermits@passaiccountynj.org)

**APPLICATION FOR RIGHT-OF-WAY ENCROACHMENT PERMIT**

Sonny Jumani November 11, 2025  
\_\_\_\_\_  
Name of Applicant Date

Owner \_\_\_\_\_ Partner \_\_\_\_\_ Authorized Corporate Official

TFJ North Haledon Urban Renewal, LLC  
\_\_\_\_\_  
Name of Company (if applicable)

Partnership \_\_\_\_\_ Corporation

987 Belmont Avenue  
\_\_\_\_\_  
Street Address of Encroachment

NORTH HALEDON 31 10.04  
Municipality Block(s) Lots(s)

Type of Encroachment (check all that apply): New  Existing \_\_\_\_\_

Canopy(s) \_\_\_\_\_ Sign(s) \_\_\_\_\_

Building Structure (1<sup>st</sup> Floor) \_\_\_\_\_ Building Structure (2<sup>nd</sup> Floor or higher) \_\_\_\_\_

Cellar Door(s) \_\_\_\_\_ Roof Overhang \_\_\_\_\_

Window Overhang \_\_\_\_\_ Door Opens into County Right-of-way \_\_\_\_\_

Fence \_\_\_\_\_ Retaining Wall \_\_\_\_\_

Other  Describe: Storm Drain

87 W. Passaic St., 2nd Floor Rochelle Park NJ 07662  
\_\_\_\_\_  
Address of Applicant City State Zip  
(201) 587-9797 [sjumani@tulfra.com](mailto:sjumani@tulfra.com)  
\_\_\_\_\_  
Telephone Number Email

- The following must accompany the application:
- Four (4) copies of the property survey/site plan showing and describing in detail the encroachment with dimensions and outside boundaries; and the County of Passaic Right-of-Way Line.
  - Photographs clearly showing the existing encroachment. The center of the picture should be oriented along the Right-of-Way line. **Note:** If any excavation is required in the road or right of way, in addition to this permit please submit a completed Highway Opening and Use Permit Application (**FORM: ROAD-HWYOPENPERMITAPP**).





# County of Passaic

## Board of County Commissioners



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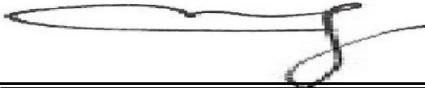
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING CHANGE ORDER NO. 5 TO SMITH SONDY ASPHALT CONSTRUCTION COMPANY, INC., FOR THE 2024 PASSAIC COUNTY ROAD RESURFACING PROJECT, PER BID C-24-012, PURSUANT TO N.J.A.C. 5:30-11.10, ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 ENGINEERING

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	62.
CAF#	G-01-45-700-025-911
Purchase Req. #	24-04892
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING CHANGE ORDER NO. 5 TO SMITH SONDY ASPHALT CONSTRUCTION COMPANY, INC., FOR THE 2024 PASSAIC COUNTY ROAD RESURFACING PROJECT, PER BID C-24-012, PURSUANT TO N.J.A.C. 5:30-11.10, ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with decision making powers on behalf of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4, et seq., every contract awarded by the County, for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold [40A:11-3], shall be awarded only by resolution of the Board to the lowest responsible bidder after public advertising for bids and bidding thereof; and

**WHEREAS**, on May 6, 2024 the Purchasing Agent issued County of Passaic Road Resurfacing Program, 2024, Bid No. C-24-012 (hereafter “C-24-012”) seeking sealed proposals from qualified bidders for the 2024 County Road Resurfacing Program; and

**WHEREAS**, on May 21, 2024, the Board approved Resolution No. R-24-464 authorizing an award of contract to Smith SONDY Asphalt Construction Company, Inc., under C-24-012, in an amount not to exceed four million six hundred nine thousand three hundred sixty-two dollars and sixty-eight cents (\$4,609,362.68); and

**WHEREAS**, pursuant to N.J.A.C. 5:30-11.10, the County is permitted to increase the award amount under contracts competitively bid pursuant to N.J.S.A. 40A:11-4, where such contracts are deemed open-end contracts, as is the case here; and

**WHEREAS**, on November 18, 2024, the Board passed Resolution No. R-24-1045, authorizing Change Order No. 1 for the project, in the increased amount of two hundred twenty-three thousand four hundred forty-seven dollars (\$223,447.00), with a new total award amount, as a result of the increase, in the amount of four million eight hundred thirty-two thousand eight hundred nine dollars and sixty-eight cents (\$4,832,809.68); and

**WHEREAS**, on February 11, 2025, the Board passed Resolution No. R-25-0110, authorizing Change Order No. 2 for the project, in the increased amount of one hundred eight thousand two hundred eighty dollars (\$108,280.00), with a new total award amount, as a result of the increase, in the amount of four million nine hundred forty one thousand eighty nine dollars and sixty eight cents (\$4,941,089.68); and

**WHEREAS**, on June 17, 2025, the Board passed Resolution No. R-25-0573, authorizing Change Order No. 3 for the project, in the increased amount of two hundred seventy four thousand nine hundred one dollars and twenty three cents (\$274,901.23), with a new total award amount, as a result of the increase, in the amount of five million two hundred fifteen thousand nine hundred ninety dollars and ninety one cents (\$5,215,990.91); and

**WHEREAS**, on September 30, 2025, the Board passed Resolution No. R-25-0905, authorizing Change Order No. 4 for the project under C-24-012, in the increased amount of one hundred eight thousand two hundred eighty dollars (\$108,280.00), with a new contract award, as a result of the increase, of five million three hundred twenty four thousand, two hundred seventy dollars and ninety one cents (\$5,324,270.91); and

**WHEREAS**, the Passaic County Engineer is recommending that Change Order No. 5 be authorized for a net addition to the contract for the Project in the amount of two hundred five thousand three hundred forty-one dollars and sixty-six cents (\$205,341.66), due to field quantity adjustments for final contract quantities and supplemental work, with a new contract award, as a result of the increase, of five million five hundred twenty-nine thousand six hundred twelve dollars and fifty-seven cents (\$5,529,612.57); and

**WHEREAS**, this majority of this project is being funded by a 2024 New Jersey Department of Transportation County Aid Grant; and

**WHEREAS**, the funds are available in Account No. G-01-45-700-025-911, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years' County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2025 meeting of the Public Works Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.A.C. 5:30-11.3, et seq. the Board of County Commissioners of the County of Passaic approves Change Order No. 5 for the contract with Smith Soudy Asphalt Company, Inc., under C-24-012, for a net addition in the amount of two hundred five thousand three hundred forty-one dollars and sixty-six cents (\$205,341.66), with a new contract award, as a result of the increase, of five million five hundred twenty-nine thousand six hundred twelve dollars and fifty-seven cents (\$5,529,612.57).

**LET IT BE FURTHER RESOLVED**, that the County Engineer is authorized and directed to comply with all of the general requirements for change orders as set forth in N.J.A.C. 5:30-11.10, et seq.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, County Engineer, and Director of the Board of County Commissioners are authorized to execute an agreement and Form SA-1 for NJDOT Change Orders, as well as any NJDOT Reimbursement Forms and Documentation, and to take any other action necessary to carry out the purpose of this Resolution.

KJB

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$205,341.66

APPROPRIATION: G-01-45-700-025-911

PURPOSE: Approve Change Order #5 to Smith Soudy Asphalt for the 2024 Road Resurfacing Project.

  
Richard Cahill, Director of Finance

DATED: December 9, 2025

County of Passaic  
Board of County Commissioners



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

**SHORT DESCRIPTION** 2024 Road Resurfacing Project. Change Order 5

**REQUISITION No./CONTRACT No.** \_\_\_\_\_

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

[Empty box for detailed description]

(Attach Additional Sheets if Necessary.)

Nicola P. Genchi  
Signature of Vendor's Authorized Representative  
Nicola P. Genchi P.E. Vice President  
Print Name and Title of Vendor's Authorized Representative  
Smith-Sandy Asphalt Construction Co., Inc.  
Vendor's Name  
150 Anderson Ave  
Vendor's Address (Street Address)  
Wallington NJ 07057  
Vendor's Address (City/State/Zip Code)

November 21, 2025  
Date  
22-1453733  
Vendor's FEIN, EIN or FTIN  
973-777-7833  
Vendor's Phone Number  
973-777-7580  
Vendor's Fax Number  
n.genchi@smith-sandy.com  
Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

County of Passaic  
Board of County Commissioners

**DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

**Part 1: Certification**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that the person or entity, or one of the person or entity's parents, subsidiaries, or affiliates, is not identified on a list created and maintained by the New Jersey Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran.

The Chapter 25 list is found on the State of New Jersey Division of Purchase and Property website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review the list prior to completing the certification below. Failure to complete the certification will render a bidder's proposal non-responsive.

**PLEASE CHECK THE APPROPRIATE BOX:**



I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed herein nor any of the bidder's parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25. I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

OR



I am unable to certify as above because the bidder and/or one of more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's Chapter 25 list. I will provide a detailed, accurate, and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines, and/or sanctions will be assessed as provided by law.

**Part 2: Please provide further information related to investment activities in Iran.**

Name \_\_\_\_\_ Relationship to Bidder/Offeror \_\_\_\_\_

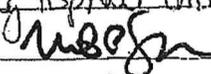
Description of Activities \_\_\_\_\_

Duration of Engagement \_\_\_\_\_ Anticipated Cessation Date \_\_\_\_\_

Bidder/Offeror Contact Name \_\_\_\_\_ Contact Phone Number \_\_\_\_\_

**Certification:** I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above referenced person or entity. I acknowledge that Passaic County is relying on the information contained herein and hereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the County to notify the County in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with Passaic County, New Jersey and that the County at its option may declare any contract(s) resulting from this certification void and unenforceable.

**Name of Bidder** (Please Print): Smith-Sandy Asphalt Construction Co., Inc.

**Signature of Authorized Representative:** 

**Name** (Please Print): Nicola P. Genchi, P.E.

**Title** (Please Print): Vice President **Date:** November 21, 2015

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 FOR SPARWICK CONTRACTING, INC., FOR ON-CALL BRIDGE REPAIRS TO CLINTON ROAD CULVERT NO. 1600 -172 OVER THE CLINTON BROOK TRIBUTARY IN THE TOWNSHIP OF WEST MILFORD, PER BID C-24-002, PURSUANT TO N.J.A.C. 5:30-11.3 ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 ENGINEERING

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	63.
CAF#	C-04-55-188-002-904
Purchase Req. #	R5-11243 - 25-05023
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 FOR SPARWICK CONTRACTING, INC., FOR ON-CALL BRIDGE REPAIRS TO CLINTON ROAD CULVERT NO. 1600-172 OVER THE CLINTON BROOK TRIBUTARY IN THE TOWNSHIP OF WEST MILFORD, PER BID C-24-002, PURSUANT TO N.J.A.C. 5:30-11.3 ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with decision making powers on behalf of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4, et seq., for every contract awarded by the County for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold established pursuant to N.J.S.A. 40A:11-3, shall be awarded by resolution of the Board to the lowest responsible bidder after public advertising for bids and bidding thereof; and

**WHEREAS**, on December 22, 2023, the Purchasing Agent issued Bid No. C-24-002 to procure price quotes for on-call construction of various bridge and culvert repairs on an as-needed basis beginning January 1, 2024, and expiring on December 31, 2025 (hereafter “Bid No. C-24-002”) seeking sealed proposals from qualified bidders for on-call bridge and culvert repairs; and

**WHEREAS**, on February 2, 2024, the Board passed Resolution R-24-57 qualifying a list of five contractors and unit prices to perform on-call bridge and culvert repairs on an as-needed basis for the period beginning on January 1, 2024, and expiring on December 31, 2025; and

**WHEREAS**, on July 15, 2025 the Board passed R-25-665 authorizing an award of contract to Sparwick Contracting, Inc., under C-24-002, in an amount not to exceed one hundred seventy thousand eight hundred two dollars (\$170,802.00) for on-call bridge repairs to the Clinton Road Culvert No. 1600-172 over the Clinton Brook Tributary in the Township of West Milford; and

**WHEREAS**, pursuant to N.J.A.C. 5:30-11.3, et seq. the Board can authorize, permit, or accept change orders for work performed, services rendered, materials, supplies, or equipment delivered or provided pursuant to the conditions as set forth therein; and

**WHEREAS**, the Passaic County Engineer is recommending that Change Order No. 1 be authorized for a net addition to the contract under C-24-002 in the amount of thirty four thousand eighty three dollars and sixty eight cents (\$34,083.68) due to the adjustments of quantities and supplemental items needed to complete this project, with a new total award amount, as a result of the increase, in the amount of two hundred four thousand eight hundred eighty five dollars and sixty eight cents (\$204,885.68); and

**WHEREAS**, funds are available in Account No. C-04-55-188-002-904, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2025 meeting of the Public Works Committee and being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.A.C. 5:30-11.3, et seq., the Board of County Commissioners of the County of Passaic authorize Change Order No. 1 for the contract with Sparwick Contracting, Inc., under C-24-002, for a net addition in the amount of thirty four thousand eighty three dollars and sixty eight cents (\$34,083.68), with a new total contract award, as a result of the increase in the amount of two hundred four thousand eight hundred eighty five dollars and sixty eight cents (\$204,885.68).

**LET IT BE FURTHER RESOLVED**, that the County Engineer is authorized and directed to comply with all of the general requirements for change orders as set forth in N.J.A.C. 5:30-11.3, et seq.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, County Engineer, and Director of Board of County Commissioners are authorized to take any other action necessary to carry out the purpose of this Resolution.

ZMQ

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$34,083.68

APPROPRIATION: C-04-55-188-002-904

PURPOSE: Authorize Change Order No. 1 for the contract with Sparwick Contracting, Inc, for on-call bridge repairs to the Clinton Road Culvert No. 1600-172 over the Clinton Brook Tributary in the Township of West Milford.



---

Richard Cahill, Director of Finance

DATED: December 9, 2025

County of Passaic  
Board of County Commissioners



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

**SHORT DESCRIPTION** Clinton Road Culvert over Signac Brook, Wayne  
**REQUISITION No./CONTRACT No.** 25-06000

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

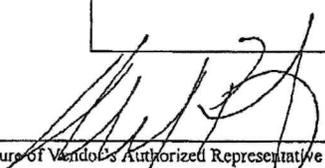
**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

- A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR**
- B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR**
- C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

*(Attach Additional Sheets if Necessary.)*

  
 \_\_\_\_\_  
 Signature of Vendor's Authorized Representative  
**Mark Fagersten - Vice President**  
 \_\_\_\_\_  
 Print Name and Title of Vendor's Authorized Representative  
**Sparwick Contracting Inc**  
 \_\_\_\_\_  
 Vendor's Name  
**21 Sunset Inn Rd**  
 \_\_\_\_\_  
 Vendor's Address (Street Address)  
**Lafayette NJ 07848**  
 \_\_\_\_\_  
 Vendor's Address (City/State/Zip Code)

\_\_\_\_\_  
 Date  
**11/14/25**  
 \_\_\_\_\_  
 Vendor's FEIN, EIN or FTIN  
**22-3256750**  
 \_\_\_\_\_  
 Vendor's Phone Number  
**973-300-4709**  
 \_\_\_\_\_  
 Vendor's Fax Number  
**973-300-4761 (FAX)**  
 \_\_\_\_\_  
 Vendor's Email Address  
**info@sparwick.com**

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

County of Passaic  
Board of County Commissioners

**DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

**Part 1: Certification**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that the person or entity, or one of the person or entity's parents, subsidiaries, or affiliates, is not identified on a list created and maintained by the New Jersey Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran.

The Chapter 25 list is found on the State of New Jersey Division of Purchase and Property website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review the list prior to completing the certification below. Failure to complete the certification will render a bidder's proposal non-responsive.

**PLEASE CHECK THE APPROPRIATE BOX:**

I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed herein nor any of the bidder's parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25. I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. **I will skip Part 2 and sign and complete the Certification below.**

OR

I am unable to certify as above because the bidder and/or one of more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's Chapter 25 list. I will provide a detailed, accurate, and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines, and/or sanctions will be assessed as provided by law.

**Part 2: Please provide further information related to investment activities in Iran.**

Name \_\_\_\_\_ Relationship to Bidder/Offeror \_\_\_\_\_

Description of Activities \_\_\_\_\_

Duration of Engagement \_\_\_\_\_ Anticipated Cessation Date \_\_\_\_\_

Bidder/Offeror Contact Name \_\_\_\_\_ Contact Phone Number \_\_\_\_\_

**Certification:** I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above referenced person or entity. I acknowledge that Passaic County is relying on the information contained herein and hereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the County to notify the County in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with Passaic County, New Jersey and that the County at its option may declare any contract(s) resulting from this certification void and unenforceable.

**Name of Bidder (Please Print):** Sparwick Contracting Inc. \_\_\_\_\_

**Signature of Authorized Representative:** \_\_\_\_\_

**Name (Please Print):** Mark Fagersten \_\_\_\_\_

**Title (Please Print):** Vice President \_\_\_\_\_ **Date:** 11/14/25 \_\_\_\_\_

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
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**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
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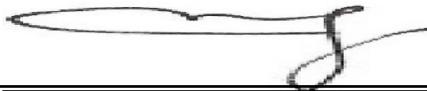
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE PASSAIC COUNTY PURCHASING AGENT TO ADVERTISE AND RECEIVE BIDS FOR INSPECTION SERVICES ASSOCIATED WITH THE 11 MARSHALL STREET REDEVELOPMENT PROJECT IN THE CITY OF PATERSON, PURSUANT N.J.S.A 40A: 11-23, ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 ENGINEERING

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	64.
CAF#	
Purchase Req. #	
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE PASSAIC COUNTY PURCHASING AGENT TO ADVERTISE AND RECEIVE BIDS FOR INSPECTION SERVICES ASSOCIATED WITH THE 11 MARSHALL STREET REDEVELOPMENT PROJECT IN THE CITY OF PATERSON, PURSUANT N.J.S.A 40A: 11-23, ET SEQ.**

**WHEREAS**, the County of Passaic (the “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic (hereinafter the “Board”) are vested with decision making powers on behalf of the County; and

**WHEREAS**, the specifications for the 11 Marshall Street Inspection Services have been prepared and conform with County and industry engineering standards, and the County Engineer is requesting that the Purchasing Agent advertise and receive bids for same, in compliance with N.J.S.A. 40A:11-1, et seq.; and

**WHEREAS**, the Passaic County Engineer is recommending that the Board authorize the Purchasing Agent to advertise and receive bids for the 11 Marshall Street Inspection Services in the City of Paterson; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-23, et seq. the County will publish the advertisement for bids in advance of the date fixed for receiving the bids to promote competitive bidding; and

**WHEREAS**, this matter was discussed at the November 25, 2025 meeting of the Public Works Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-23, et seq., that the Passaic County Board of Commissioners hereby authorizes the Passaic County Purchasing Agent to advertise and receive bids as recommended by the Passaic County Engineer for the 11 Marshall Street Inspection Services in the City of Paterson.

KJB

December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
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**401 Grand Street**  
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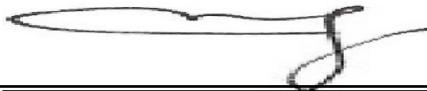
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING CONTRACT MODIFICATION NO. 1 FOR FRENCH AND PARRELLO ASSOCIATES, PA, FOR ON-CALL GEOTECHNICAL TESTING FOR THE 11 MARSHALL STREET REDEVELOPMENT PROJECT IN THE CITY OF PATERSON, SB-25-005, PURSUANT TO N.J.A.C. 5:30-11.6

THIS RESOLUTION WAS REQUESTED BY:  
 ENGINEERING

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	65.
CAF#	C-04-55-181-001-901
Purchase Req. #	R5-10839 - 25-04433
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING CONTRACT MODIFICATION NO. 1 FOR FRENCH AND PARRELLO ASSOCIATES, PA, FOR ON-CALL GEOTECHNICAL TESTING FOR THE 11 MARSHALL STREET REDEVELOPMENT PROJECT IN THE CITY OF PATERSON, SB-25-005, PURSUANT TO N.J.A.C. 5:30-11.6**

**WHEREAS**, the County of Passaic (hereafter “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with decision making powers on behalf of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4, et seq., for every contract awarded by the County for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold established pursuant to N.J.S.A. 40A:11-3, shall be awarded by resolution of the Board to the lowest responsible bidder after public advertising for bids and bidding thereof; and

**WHEREAS**, on October 3, 2024, the Purchasing Agent issued SB-25-005 On-Call Construction & Geotechnical Testing (hereafter “SB-25-005”) seeking sealed proposals from qualified bidders for On-Call Construction and Geotechnical Testing Services on an as-needed basis beginning on January 1, 2025 and expiring on December 31, 2026; and

**WHEREAS**, on November 18, 2025, the Board passed Resolution No. R-24-1058 qualifying a pool of construction and geotechnical testing companies and establishing unit prices for the On-Call Construction and Geotechnical Testing Services for a two year period beginning on January 1, 2025 and expiring on December 31, 2026, as recommended by the County Engineer to be hired on an as-needed basis, which included French and Parrello Associates, PA; and

**WHEREAS**, on May 27, 2025, the Board passed Resolution No. R-25-511 authorizing an award of contract to French and Parrello Associates, PA, for On-Call Geotechnical Testing Services in connection with the proposed on-call geotechnical testing for the 11 Marshall Street Redevelopment Project in the City of Paterson, in an amount not to exceed eighty-five thousand eight hundred sixty-five dollars (\$85,865.00); and

**WHEREAS**, pursuant to N.J.A.C. 5:30-11.6, the County can authorize contract modifications for professional services and extraordinary unspecifiable services when the change is within the scope of activities of the original contract, and not for the purpose of undertaking new or different work or projects; and

**WHEREAS**, the Passaic County Engineer is recommending that the Board approve Contract Modification No. 1 for the Project, for additional services required due to the presence of compacted construction debris from the recently demolished jail, in an additional amount of twelve thousand two hundred fifteen dollars (\$12,215.00) for a new total award amount for the Project in the amount of ninety eight thousand eighty dollars (\$98,080.00); and

**WHEREAS**, funds are available in Account No. C-04-55-181-001-901, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2025 meeting of the Public Works Committee and being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.A.C. 5:30-11.6, that the Board of County Commissioners of the County of Passaic hereby authorizes Contract Modification No. 1 to French and Parrello Associates, PA, for construction and geotechnical services at 11 Marshall Street in the City of Paterson in an additional amount of twelve thousand two hundred fifteen dollars (\$12,215.00) for a new total award amount for the Project in the amount of ninety eight thousand eighty dollars (\$98,080.00); and

**LET IT BE FURTHER RESOLVED**, the Clerk of the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract modification to French and Parrello Associates, PA and maintain a copy of the resolution on file and available for public inspection in the Office of the Clerk of the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, Passaic County Engineer, and Director of the Board of County Commissioners are authorized to execute the contract and take any other steps necessary to carry out the purpose of this resolution.

ZMQ

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$12,215.00

APPROPRIATION: C-04-55-181-001-901

PURPOSE: Authorize Contract Modification No. 1 for the contract with French and Parrello Associates, PA, for On-Call Geotechnical Testing Services in connection with the proposed on-call geotechnical testing for the 11 Marshall Street Redevelopment Project in the City of Paterson.



---

Richard Cahill, Director of Finance

DATED: December 9, 2025



1800 Route 34, Suite 101  
Wall Township, New Jersey 07719  
T: 732.312.9800  
F: 732.312.9801  
fpaengineers.com

October 28, 2025

Mr. Nordan Murphy, PE, PP  
County Engineer  
County of Passaic  
401 Grand Street, Room 524  
City of Paterson, NJ 07505

Re: Cost Modification for Geotechnical Engineering Services  
Marshall Street County Complex  
City of Paterson, Passaic County, New Jersey  
FPA No. 4105.044

#### INTRODUCTION

*French & Parrello Associates (FPA)* performed a Geotechnical Engineering Assessment in connection with the proposed office complex to be constructed at 11 Marshall Street in the City of Paterson, Passaic County, New Jersey. Our original proposal included the performance of 26 test borings to satisfy the building code requirement of 1 boring per 2,500 square feet of building footprint which was approximately 61,653 square feet. However, the number of test borings increased to 36 test borings as requested by the Architect. Additionally, due to the presence of compacted construction debris from the recently demolished jail, drilling production was significantly impacted and required more days of drilling than anticipated. The updated cost summary is presented below.

#### COST SUMMARY

The cost for providing our geotechnical engineering scope of work will be as follows:

##### Subsurface Exploration Program

Mobilization/Demobilization (Lump Sum) .....	\$1,250.00
Test Borings w/ Drill Rig (Minimum Day Rate Applies) (23 days @ \$2,700/day) .....	\$62,100.00
Rock Coring (40 feet @ \$75/feet).....	\$3,000.00
NJDEP Permits for Monitoring Wells (2 Permits) (4 hours @ \$120/hour).....	\$480.00
Technical Observation (includes 1 follow up water level reading and test pits) (24 days @ \$825/day) .....	<u>\$19,800.00</u>
<i>Subtotal Cost for Field Exploration</i> .....	<i>\$86,630.00</i>



**Engineering Evaluation & Report Preparation**

Coordination of Field Work & Laboratory Testing  
(Lump Sum) ..... \$2,950.00

Engineering Evaluation & Report Preparation  
(Lump Sum) ..... \$8,500.00

*Subtotal Cost for Engineering Evaluation & Report* ..... \$11,450.00

**Total Cost for Geotechnical Engineering Services** ..... **\$98,080.00**

The original proposal was for \$85,865.00. This requested cost modification is for an increase of \$12,215.00 due to an increase in the number of borings and the very difficult drilling conditions.

**CLOSING**

This letter is being submitted to outline our updated costs associated with the requested work. If you have any questions regarding the information presented in this letter, please do not hesitate to contact me.

Respectfully Submitted,

**FRENCH & PARRELLO ASSOCIATES, PA**

Joseph M. Tierney, PE  
Project Consultant, Manager of Geotechnical Services

County of Passaic  
Board of County Commissioners



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

SHORT DESCRIPTION 11 Marshall Street Redevelopment, Phase 1

REQUISITION No./CONTRACT No. \_\_\_\_\_

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

- A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

(Attach Additional Sheets if Necessary.)

Joseph M. Tierney  
 Signature of Vendor's Authorized Representative  
Joseph M. Tierney, PE, Vice President  
 Print Name and Title of Vendor's Authorized Representative  
French & Parrello Associates  
 Vendor's Name  
1800 Route 34, Suite 101  
 Vendor's Address (Street Address)  
Wall, NJ 07719  
 Vendor's Address (City/State/Zip Code)

11/20/2025  
 Date  
132800489  
 Vendor's FEIN, EIN or FTIN  
732-312-9800  
 Vendor's Phone Number  
732-312-9801  
 Vendor's Fax Number  
joseph.tierney@fpaengineers.com  
 Vendor's Email Address

Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

County of Passaic  
Board of County Commissioners

**DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

**Part 1: Certification**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that the person or entity, or one of the person or entity's parents, subsidiaries, or affiliates, is not identified on a list created and maintained by the New Jersey Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran.

The Chapter 25 list is found on the State of New Jersey Division of Purchase and Property website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review the list prior to completing the certification below. Failure to complete the certification will render a bidder's proposal non-responsive.

**PLEASE CHECK THE APPROPRIATE BOX:**

I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed herein nor any of the bidder's parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25. I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

OR

I am unable to certify as above because the bidder and/or one of more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's Chapter 25 list. I will provide a detailed, accurate, and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines, and/or sanctions will be assessed as provided by law.

**Part 2: Please provide further information related to investment activities in Iran.**

Name \_\_\_\_\_ Relationship to Bidder/Offeror \_\_\_\_\_

Description of Activities \_\_\_\_\_

Duration of Engagement \_\_\_\_\_ Anticipated Cessation Date \_\_\_\_\_

Bidder/Offeror Contact Name \_\_\_\_\_ Contact Phone Number \_\_\_\_\_

**Certification:** I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above referenced person or entity. I acknowledge that Passaic County is relying on the information contained herein and hereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the County to notify the County in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with Passaic County, New Jersey and that the County at its option may declare any contract(s) resulting from this certification void and unenforceable.

**Name of Bidder (Please Print):** French & Parrello Associates

**Signature of Authorized Representative:** Joseph M. Tierney

**Name (Please Print):** Joseph M. Tierney, PE

**Title (Please Print):** Vice President **Date:** 11/20/2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE PASSAIC COUNTY ENGINEER TO APPLY FOR, ENTER INTO, AND EXECUTE THE FY2026 NEW JERSEY DEPARTMENT OF TRANSPORTATION LOCAL BRIDGES FUND GRANT PROGRAM, PURSUANT TO N.J.S.A. 40:20-1 ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 ENGINEERING

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	66.
CAF#	
Purchase Req. #	
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE PASSAIC COUNTY ENGINEER TO APPLY FOR, ENTER INTO, AND EXECUTE THE FY2026 NEW JERSEY DEPARTMENT OF TRANSPORTATION LOCAL BRIDGES FUND GRANT PROGRAM, PURSUANT TO N.J.S.A. 40:20-1 ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic is vested with decision-making powers on behalf of the County; and

**WHEREAS**, the Passaic County Engineer has identified a grant offered by the State of New Jersey, Department of Transportation (hereafter “NJDOT”) known as the FY2026 Local Bridges Fund Grant Program with the goal of maintaining and improving New Jersey’s local transportation infrastructure by providing financial assistance to improve county jurisdiction bridges throughout the State.

**WHEREAS**, the Passaic County Engineer desires to apply for the FY2026 Local Bridges Fund Grant Program in the amount of two million twenty-one thousand four hundred twenty-four dollars (\$2,021,424.00); and

**WHEREAS**, this matter was discussed at the November 25, 2025, Public Works Committee meeting and is being recommended to the Board for approval.

**NOW THEREFORE BE IT RESOLVED** that the Board of County Commissioners of the County of Passaic hereby authorizes the Passaic County Engineer to apply for the FY2025 Local Bridges Fund Grant from the State of New Jersey, Department of Transportation in the amount of two million twenty-one thousand four hundred twenty-four dollars (\$2,021,424.00), in accordance with the terms and conditions of said application.

**LET IT BE FURTHER RESOLVED**, if the County is selected for the grant, that the Director of the Board of County Commissioners and the Passaic County Engineer is authorized to accept the FY2025 Local Bridges Fund Grant in the amount up to two million twenty-one thousand four hundred twenty-four dollars (\$2,021,424.00) and execute any documents or agreements necessary to accept said grant.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, the Director of the Board, and Passaic County Engineer are authorized to take any other steps necessary to carry out the purpose of this resolution.

KJB

December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
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**401 Grand Street**  
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**Tel: 973-881-4402**  
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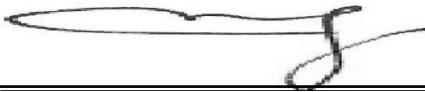
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO JOHNSTON G.P., INC D/B/A JCT SOLUTIONS, TO SUPPLY AND INSTALL TELEPHONE SYSTEM EQUIPMENT FOR 11 EDGAR DRIVE IN THE TOWNSHIP OF WEST MILFORD, PURSUANT TO N.J.S.A. 40A:11-10.

THIS RESOLUTION WAS REQUESTED BY:  
 ENGINEERING

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	67.
CAF#	C-04-55-182-002-903
Purchase Req. #	R5-13594
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO JOHNSTON G.P., INC D/B/A JCT SOLUTIONS, TO SUPPLY AND INSTALL TELEPHONE SYSTEM EQUIPMENT FOR 11 EDGAR DRIVE IN THE TOWNSHIP OF WEST MILFORD, PURSUANT TO N.J.S.A. 40A:11-10.**

**WHEREAS**, the County of Passaic (the “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic (hereinafter the “Board”) are vested with decision making powers on behalf of the County; and

**WHEREAS**, the County desires to install telephone systems and related equipment at 11 Edgar Drive, in the Township of West Milford; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-10, the governing bodies of two or more contracting units may provide by a joint agreement for the provision of the performance of goods and services to be used by their respective jurisdictions; and

**WHEREAS**, the County is a member of the Union County Cooperative Pricing System, which awarded a contract for Electronic Network Equipment, Security and Cabling Contract #8UCCP 20-2025 to Johnston G.P., Inc. d/b/a JCT Solutions, to provide electronic network equipment, security, and cabling to members of the cooperative; and

**WHEREAS**, Johnston G.P., Inc. d/b/a JCT Solutions, provided a quote to the County Engineer, to supply and install telephone systems and related equipment for the building located at 11 Edgar Drive in the Township of West Milford, in an amount not to exceed thirteen thousand eight hundred eighty-five dollars and sixty-five cents (\$13,885.65) attached to and made part of this resolution, which is being recommended for approval by the County Engineer; and

**WHEREAS**, funds are available in Account No. C-04-55-182-002-903, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2025 meeting of the Public Works Committee and is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-10, the Board of County Commissioners of the County of Passaic is authorizing an award of contract to Johnston G.P., Inc. d/b/a JCT Solutions, to supply and install telephone systems and related equipment for the building located at 11 Edgar Drive in the Township of West Milford, in an amount not to exceed thirteen thousand eight hundred eighty-five dollars and sixty-five cents (\$13,885.65), as recommended by the County Engineer.

**LET IT BE FURTHER RESOLVED**, that the Director of the Board of County Commissioners, the Clerk to the Board, County Counsel, and Purchasing Agent are authorized to execute an agreement and take any other steps necessary to carry out the purpose of this resolution.

ZMQ

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$13,885.65

APPROPRIATION: C-04-55-188-002-908

PURPOSE: Award contract to Johnston G.P., Inc. d/b/a JCT Solutions, to supply and install telephone systems and related equipment for the building located at 11 Edgar Drive in the Township of West Milford.



---

Richard Cahill, Director of Finance

DATED: December 9, 2025

**Johnston Communications (JCT)**

Phone: (201) 991-7400  
 36 Commerce Street  
 Springfield, NJ 07081



**Quote**

No.: **13301**  
 Date: **11/4/2025**

Prepared for:  
 Micah Hassinger (973) 881-4273  
 Passaic County  
 401 Grand St.  
 Paterson, NJ 07505 USA

Prepared by: Marissa Ferrara  
 Account No.: 1156  
 Phone: (973) 881-4000

Quantity	Item ID	Description	UOM	Sell	Total
<b>UCCP 8-2022 IT Infrastructure, Fiber Optic Network Advanced Applications and Services</b>					
<b>West Milford Site</b>					
<b>G430</b>					
<b>31 J179 Customer will install Program and train</b>					
<b>31 IP Licenses</b>					
<b>4 Analog Station Ports customer install program</b>					
<b>4 Analog Trunk Ports customer install program</b>					
<b>Assumed:</b>					
<b>Customer Provided Cat 5 or better Cable</b>					
<b>POE Ethernet ports available for J179</b>					
<b>Connectivity back to CM</b>					
<b>UPS Available for G430</b>					
1	700512173	Avaya G430 MP40 Media Gateway GSA	EA	\$1,764.00	\$1,764.00
1.00	405362641	Avaya POWER CORD USA	EA	\$7.84	\$7.84
31	700513569	Avaya J179 IP Phone - Corded - Corded - Wall Mountable, Tabletop - VoIP - Speakerphone - 2 x Network (RJ-45) - PoE Ports - Color - SIP Protocol(s)	EA	\$251.44	\$7,794.64
31	700383326	Avaya S Series Cable	EA	\$5.95	\$184.45
1	700394661	MM711 Analog media Module RoHS	EA	\$896.00	\$896.00
64.00	352234J	AURA R10 ANALOG NEW/ADD LIC 8 months 8 Ports	EA	\$0.39	\$24.96
248.00	352282J	SA PREFER SUPT CO-DEL AURA R10 CORE SUITE 1YR PREPD SA UA 1YR PP 8 months 31 Ports	EA	\$3.12	\$773.76
1.00	MISC	Misc Materials block + brackets	EA	\$200.00	\$200.00
16.00	UC Labor 140	G430 Install	HR	\$140.00	\$2,240.00
				<b>Your Price:</b>	<b>\$13,885.65</b>
				<b>Total:</b>	<b>\$13,885.65</b>

Prices are firm until 1/3/2026      Terms: Net 30

**Prepared by:** Marissa Ferrara, mferrara@jctnj.com

**Date:** 11/4/2025

**Accepted by:** \_\_\_\_\_

**Date:** \_\_\_\_\_

County of Passaic  
Board of County Commissioners



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

**SHORT DESCRIPTION** Infrastructure, Fiber Optic Network Advanced Applications and Services  
**REQUISITION No./CONTRACT No.** UCCP 8-2022

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

- A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

(Attach Additional Sheets if Necessary.)

Nicole Furman  
Signature of Vendor's Authorized Representative

November 21, 2023  
Date

Nicole Furman, Administrative Assistant  
Print Name and Title of Vendor's Authorized Representative

222 166 8210  
Vendor's FEIN, EIN or FTIN

JCT SOLUTIONS  
Vendor's Name

201-991-7400  
Vendor's Phone Number

316 Commerce Street  
Vendor's Address (Street Address)

201-991-0460  
Vendor's Fax Number

Springfield, NJ 07081  
Vendor's Address (City/State/Zip Code)

ndurman@jctnj.com  
Vendor's Email Address

Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary; or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

County of Passaic  
Board of County Commissioners

**DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

**Part 1: Certification**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that the person or entity, or one of the person or entity's parents, subsidiaries, or affiliates, is not identified on a list created and maintained by the New Jersey Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran.

The Chapter 25 list is found on the State of New Jersey Division of Purchase and Property website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review the list prior to completing the certification below. Failure to complete the certification will render a bidder's proposal non-responsive.

**PLEASE CHECK THE APPROPRIATE BOX:**

I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed herein nor any of the bidder's parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25. I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

OR

I am unable to certify as above because the bidder and/or one of more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's Chapter 25 list. I will provide a detailed, accurate, and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines, and/or sanctions will be assessed as provided by law.

**Part 2: Please provide further information related to investment activities in Iran:**

Name \_\_\_\_\_ Relationship to Bidder/Offeror \_\_\_\_\_

Description of Activities \_\_\_\_\_

Duration of Engagement \_\_\_\_\_ Anticipated Cessation Date \_\_\_\_\_

Bidder/Offeror Contact Name \_\_\_\_\_ Contact Phone Number \_\_\_\_\_

**Certification:** I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above referenced person or entity. I acknowledge that Passaic County is relying on the information contained herein and hereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the County to notify the County in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with Passaic County, New Jersey and that the County at its option may declare any contract(s) resulting from this certification void and unenforceable.

Name of Bidder (Please Print): JCA SOLUTIONS

Signature of Authorized Representative: Nicole Auzman

Name (Please Print): Nicole Auzman

Title (Please Print): Admin Assistant Date: 11/21/2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
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**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO SHI INTERNATIONAL, CORP., TO SUPPLY NETWORK GEAR AND EQUIPMENT FOR 11 EDGAR DRIVE IN THE TOWNSHIP OF WEST MILFORD, PURSUANT TO N.J.S.A. 40A:11-10, ET SEQ. AND N.J.S.A. 40A:11-12, ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 ENGINEERING

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	68.
CAF#	C-04-55-188-002-908
Purchase Req. #	R5-13606
Result	

Public Works

COMMITTEE NAME

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO SHI INTERNATIONAL, CORP., TO SUPPLY NETWORK GEAR AND EQUIPMENT FOR 11 EDGAR DRIVE IN THE TOWNSHIP OF WEST MILFORD, PURSUANT TO N.J.S.A. 40A:11-10, ET SEQ. AND N.J.S.A. 40A:11-12, ET SEQ.**

**WHEREAS**, the County of Passaic (the “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic (hereinafter the “Board”) are vested with decision making powers on behalf of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-10, et seq., the governing bodies of two or more contracting units may provide by joint agreement for the provision and performance of goods and services for use by their respective jurisdictions; and

**WHEREAS**, the County is a member of the Bergen County Cooperative Contract Purchasing System, Coop. No. 11BCCPS (“BCCPS”), a joint cooperative pricing system offering competitive pricing for various goods and services; and

**WHEREAS**, in compliance with the law, BCCPS issued and awarded a contract to various vendors, Computer Equipment & Peripherals, NJCPA Coop BC-Bid 19-34, which included SHI International Corp.; and

**WHEREAS**, pursuant to N.J.S.A. 40:11-12, et seq., the County may, without advertising for bids, or having rejected all bids obtained pursuant to advertising thereof, purchase any goods or services under any contract(s) for such goods or services entered into by the State of New Jersey, Department of the Treasury, Division of Purchase and Property; and

**WHEREAS**, SHI International Corp., submitted competitive pricing for Data Communications Product and Services, Master Blanket Purchase Order No. 21-TELE-01506 to the State of New Jersey, Department of the Treasury, Division of Purchase and Property; and

**WHEREAS**, the County Engineer received a quote from SHI International, Corp., for the purchase of network gear and equipment for the 11 Edgar Drive Improvement Project, in an amount not to exceed eighteen thousand eight hundred twenty-three dollars and seventy-seven cents (\$18,823.77) which is being recommended to the Board for approval; and

**WHEREAS**, funds are available in Account No. C-04-55-188-002-908 or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent County Budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2025 meeting of the Public Works Committee and is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-10, the Board of County Commissioners of the County of Passaic is authorizing an award of contract to SHI International, Corp., for the purchase of network gear and equipment for the 11 Edgar Drive Improvement Project, in an amount not to exceed eighteen thousand eight hundred twenty-three dollars and seventy-seven cents (\$18,823.77), as recommended by the County Engineer.

**LET IT BE FURTHER RESOLVED**, that the Director of the Board of County Commissioners, the Clerk to the Board, County Counsel, and Purchasing Agent are authorized to execute an agreement and take any other steps necessary to carry out the purpose of this resolution.

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$18,823.77

APPROPRIATION: C-04-55-188-002-908

PURPOSE: Award contract to SHI International, Corp., for the purchase of network gear and equipment for the 11 Edgar Drive Improvement Project.



---

Richard Cahill, Director of Finance

DATED: December 9, 2025

County of Passaic  
Board of County Commissioners



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

**SHORT DESCRIPTION** NASPO Data Communications

**REQUISITION No./CONTRACT No.** AR3227/21-TELE-01506

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

*(Attach Additional Sheets if Necessary.)*

DocuSigned by:

*Kristina Mann*

Signature of Vendor's Authorized Representative

Kristina Mann

Print Name and Title of Vendor's Authorized Representative

SHI International Corp.

Vendor's Name

290 Davidson Avenue

Vendor's Address (Street Address)

Somerset, NJ 08873

Vendor's Address (City/State/Zip Code)

11/24/2025

Date

22-3009648

Vendor's FEIN, EIN or FTIN

888-764-8888

Vendor's Phone Number

888-764-8889

Vendor's Fax Number

lliana\_marin@shi.com

Vendor's Email Address

Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

**DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

**Part 1: Certification**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that the person or entity, or one of the person or entity's parents, subsidiaries, or affiliates, is not identified on a list created and maintained by the New Jersey Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran.

The Chapter 25 list is found on the State of New Jersey Division of Purchase and Property website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review the list prior to completing the certification below. Failure to complete the certification will render a bidder's proposal non-responsive.

**PLEASE CHECK THE APPROPRIATE BOX:**

I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed herein nor any of the bidder's parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25. I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. **I will skip Part 2 and sign and complete the Certification below.**

OR

I am unable to certify as above because the bidder and/or one of more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's Chapter 25 list. I will provide a detailed, accurate, and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines, and/or sanctions will be assessed as provided by law.

**Part 2: Please provide further information related to investment activities in Iran.**

Name \_\_\_\_\_ Relationship to Bidder/Offeror \_\_\_\_\_

Description of Activities \_\_\_\_\_

Duration of Engagement \_\_\_\_\_ Anticipated Cessation Date \_\_\_\_\_

Bidder/Offeror Contact Name \_\_\_\_\_ Contact Phone Number \_\_\_\_\_

**Certification:** I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above referenced person or entity. I acknowledge that Passaic County is relying on the information contained herein and hereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the County to notify the County in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with Passaic County, New Jersey and that the County at its option may declare any contract(s) resulting from this certification void and unenforceable.

**Name of Bidder (Please Print):** SPH INTERNATIONAL CORP.

**Signature of Authorized Representative:** Kristina Mann

**Name (Please Print):** Kristina Mann

**Title (Please Print):** Director- Contracts **Date:** 11/24/25

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION QUALIFYING A POOL OF CONTRACTORS FOR ON-CALL BRIDGE AND CULVERT REPAIRS CONTRACTORS AND UNIT PRICES FOR A PERIOD OF JANUARY 1, 2026, TO DECEMBER 31, 2027, PER BID C-26-002, PURSUANT TO N.J.S.A. 40A:11-5 ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 ENGINEERING

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	69.
CAF#	
Purchase Req. #	
Result	

Public Works

COMMITTEE NAME

**RESOLUTION QUALIFYING A POOL OF CONTRACTORS FOR ON-CALL BRIDGE AND CULVERT REPAIRS CONTRACTORS AND UNIT PRICES FOR A PERIOD OF JANUARY 1, 2026, TO DECEMBER 31, 2027, PER BID C-26-002, PURSUANT TO N.J.S.A. 40A:11-5 ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) requires qualified consultants to provide professional services on various construction projects; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5, on October 20, 2025, the Purchasing Agent issued C-26-002, On Call Drainage Projects, (hereafter “C-26-002”) seeking sealed proposals from qualified bidders for On Call Drainage Projects, to be used on an as-needed basis; and

**WHEREAS**, on November 7, 2025, bids were unsealed for C-26-002 by the Purchasing Agent with five (5) responses from qualified bidders received; and

1. Zuccaro, Inc.
2. Sparwick Contracting, Inc.
3. New Prince Concrete Construction Company, Inc.
4. Diaco Contracting, Inc. d/b/a Grade Construction
5. Concrete Construction Corporation

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, the County’s request for qualifications is a fair and open process, specifically, the qualification for the pool of contractors for calendar years 2026 and 2027 is publicly advertised, awarded under a process that provides for public solicitation of qualifications, established the basis of an award and disclosure process documented in writing prior to any solicitation, and is publicly opened and announced when awarded; and

**WHEREAS**, the responses submitted in compliance with the law to C-26-002 attached hereto as Schedule A, were reviewed by the County Engineer, and are being recommended for qualification by the Board of County Commissioners of the County of Passaic (hereafter “Board”) for approval as contractors in the calendar years 2026 and 2027; and

**WHEREAS**, the Board will make specific assignments to the qualified firms on an as-needed basis by subsequent resolution of the Board; and

**WHEREAS**, this matter was discussed at the November 25, 2025, meeting of the Public Works Committee and is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5(1)(a)(i) that the Passaic County Board of County Commissioners qualifying the contractors set forth in Schedule A, attached to and made part of this resolution, for on-call bridge and culvert repair drainage projects with established unit prices for a two-year period beginning on January 1, 2026, and expiring on December 31, 2027 to be hired on an as-needed basis, as recommended by the County Engineer.

**LET IT BE FURTHER RESOLVED**, that the County Engineer is hereby authorized and directed to recommend contractors with established unit prices from the qualified list, as needed, for the period of January 1, 2026, to December 31, 2027.

ZMQ

December 9, 2025

**SCHEDULE A**

**LIST OF QUALIFIED CONTRACTORS FOR ON-CALL BRIDGE AND CULVERT  
REPAIR PROJECTS WITH ESTABLISHED UNIT PRICES FOR A TWO-YEAR PERIOD  
BEGINNING JANUARY 1, 2026 THROUGH DECEMBER 31, 2027:**

1. ZUCCARO, INC.
2. SPARWICK CONTRACTING, INC.
3. NEW PRINCE CONCRETE CONSTRUCTION COMPANY, INC.
4. DIACO CONTRACTING, INC. D/B/A GRADE CONSTRUCTION
5. CONCRETE CONSTRUCTION CORPORATION

# County of Passaic

## Board of County Commissioners



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 Deputy Director Cassandra "Sandi" Lazzara  
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**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION QUALIFYING A POOL OF CONTRACTORS FOR ON-CALL DRAINAGE PROJECTS AT ESTABLISHED UNIT PRICES FOR A TWO-YEAR PERIOD BEGINNING JANUARY 1, 2026 THROUGH DECEMBER 31, 2027, PER BID C-26-001, PURSUANT TO N.J.S.A. 40A:11-4

THIS RESOLUTION WAS REQUESTED BY:  
 ENGINEERING

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	70.
CAF#	
Purchase Req. #	
Result	

Public Works

COMMITTEE NAME

**RESOLUTION QUALIFYING A POOL OF CONTRACTORS FOR ON-CALL DRAINAGE PROJECTS AT ESTABLISHED UNIT PRICES FOR A TWO-YEAR PERIOD BEGINNING JANUARY 1, 2026 THROUGH DECEMBER 31, 2027, PER BID C-26-001, PURSUANT TO N.J.S.A. 40A:11-4**

**WHEREAS**, the County of Passaic (hereafter “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with decision making powers on behalf of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4, et seq., every contract awarded by the County, for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold [40A:11-3], shall be awarded only by resolution of the Board to the lowest responsible bidder after public advertising for bids and bidding thereof; and

**WHEREAS**, on October 20, 2025, the Purchasing Agent issued C-26-001, On Call Drainage Projects, (hereafter “C-26-001”) seeking sealed proposals from qualified bidders for on-call drainage projects, to be used on an as-needed basis; and

**WHEREAS**, on November 6, 2025, bids were unsealed for C-26-001 by the Purchasing Agent with eight (8) responses from qualified bidders received; and

**WHEREAS**, the responses submitted in compliance with C-26-001 are attached hereto as Schedule A, were reviewed by the County Engineer, and are being recommended for qualification by the Board, for a two-year period beginning January 1, 2026 through December 31, 2027; and

**WHEREAS**, the Board will make specific assignments to the qualified firms on an as-needed basis by subsequent resolution of the Board, relying on the unit prices agreed to and established through C-26-001; and

**WHEREAS**, this matter was discussed at the November 25, 2025 meeting of the Public Works Committee is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-4, et seq that the Passaic County Board of County Commissioners qualifying the contractors set forth in Schedule A, attached to and made part of this resolution, for on-call drainage projects with established unit prices for a two-year period beginning on January 1, 2026 and expiring on December 31, 2027 to be hired on an as-needed basis, as recommended by the County Engineer.

**LET IT BE FURTHER RESOLVED**, that the County Engineer is hereby authorized and directed to recommend contractors with established unit prices from the qualified list, as needed, in calendar years 2026-2027.

ZMQ

December 9, 2025

**SCHEDULE A**

LIST OF QUALIFIED CONTRACTORS FOR ON-CALL DRAINAGE PROJECTS WITH ESTABLISHED UNIT PRICES FOR A TWO-YEAR PERIOD BEGINNING JANUARY 1, 2026 THROUGH DECEMBER 31, 2027:

1. ZUCCARO, INC.
2. SPARWICK CONTRACTING, INC.
3. ON-LINE CONTRACTING, INC.
4. NEW PRINCE CONCRETE CONSTRUCTION COMPANY, INC.
5. MIKE FITZPATRICK CONTRACTORS, INC.
6. CONCRETE CONSTRUCTION CORPORATION
7. JOHN GARCIA CONSTRUCTION COMPANY, INC.
8. COLONNELLI BROTHERS, INC.



# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

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 Deputy Director Cassandra "Sandi" Lazzara  
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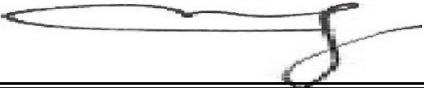
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AWARDING A NON-FAIR AND OPEN CONTRACT TO LEXISNEXIS, A DIVISION OF RELX, INC., TO PROVIDE AN ACCURINT INVESTIGATIVE SERVICES SUBSCRIPTION FOR THE CALENDAR YEAR 2026 FOR THE PASSAIC COUNTY PROSECUTOR'S OFFICE, PURSUANT TO N.J.S.A. 40A:11-3.

THIS RESOLUTION WAS REQUESTED BY:  
 PROSECUTOR'S OFFICE

REVIEWED BY:

  
 \_\_\_\_\_  
 Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

  
 \_\_\_\_\_  
 Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	71.
CAF#	6-01-20-109-001-239
Purchase Req. #	
Result	

Law and Public Safety

\_\_\_\_\_  
 COMMITTEE NAME

**RESOLUTION AWARDING A NON-FAIR AND OPEN CONTRACT TO LEXISNEXIS, A DIVISION OF RELX, INC., TO PROVIDE AN ACCURINT INVESTIGATIVE SERVICES SUBSCRIPTION FOR THE CALENDAR YEAR 2026 FOR THE PASSAIC COUNTY PROSECUTOR'S OFFICE, PURSUANT TO N.J.S.A. 40A:11-3.**

**WHEREAS**, the County of Passaic (hereafter "County") is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic ("Board") is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, the Passaic County Prosecutor's Office is requesting a subscription to Accurint investigative services covering beginning on January 1, 2026, and expiring on December 31, 2026; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-3 when the cost or price of any contract awarded by the contracting agent in the aggregate does not exceed in a contract year the bid threshold, the contract may be awarded by a purchasing agent or other employee so designated by the governing body when so authorized by ordinance or resolution as appropriate to the contracting unit without public advertisement for bids; and

**WHEREAS**, on July 15, 2025 the Board approved Resolution No. R-25-0618, setting the bid threshold at fifty-three thousand dollars (\$53,000.00), in accordance with the law; and

**WHEREAS**, the Passaic County Prosecutor's Office has obtained a quote for an Accurint investigative services subscription for the calendar year 2026, and is requesting an award of contract to LexisNexis, a division of RELX Inc., in the amount not to exceed eleven thousand dollars (\$11,000.00), which is being recommended for approval; and

**WHEREAS**, LexisNexis, a division of RELX Inc., has executed and notarized the County's Business Entity Disclosure Certification for non-fair and open contracts required pursuant to N.J.S.A. 19:44A-20.8, which is attached to and made part of this Resolution; and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, *et seq.*, the vendor has executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying the vendor is not involved in prohibited activities in Russia and Belarus, and the County confirmed they are not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

**WHEREAS**, funds are available in Account No. 6-01-20-109-001-239 or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years' County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the December 2, 2025 meeting of the Law and Public Safety Committee, and is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-3 that the Board of County Commissioners of the County of Passaic hereby authorizes an award of contract to LexisNexis, a division of RELX Inc., to provide an Accurint investigative services subscription, in the amount not to exceed eleven thousand dollars (\$11,000.00), as recommended by the Passaic County Prosecutor's Office.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, and the Director of the Board are authorized to take any other steps necessary to carry out the purpose of this resolution.

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$11,000.00

APPROPRIATION: \*Contingent upon availability of funds in 2026 adopted budget

PURPOSE: Award contract to LexisNexis, a division of RELX Inc., to provide an Accurint investigative services subscription as recommended by the Passaic County Prosecutor's Office.

  
Richard Cahill, Director of Finance

DATED: December 9, 2025

County of Passaic  
Board of County Commissioners



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

**SHORT DESCRIPTION** LexisNexis 2026 Legal Research

**REQUISITION No./CONTRACT No.** Req #

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

- A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR**
- B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR**
- C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

*(Attach Additional Sheets if Necessary.)*

*Camila Barros*  
 Signature of Vendor's Authorized Representative  
Camila Barros, Bid Management Analyst  
 Print Name and Title of Vendor's Authorized Representative  
LexisNexis, a division of RELX Inc.  
 Vendor's Name  
9443 Springboro Pike  
 Vendor's Address (Street Address)  
Miamisburg, OH 45342  
 Vendor's Address (City/State/Zip Code)

10/10/2025  
 Date  
52-1471842  
 Vendor's FEIN, EIN or FTIN  
(800) 227-9597  
 Vendor's Phone Number  
NA  
 Vendor's Fax Number  
rfp@lexisnexis.com  
 Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).



**BUSINESS ENTITY DISCLOSURE CERTIFICATION**  
FOR NON-FAIR AND OPEN CONTRACTS  
Required Pursuant to N.J.S.A. 19:44A-20.8  
COUNTY OF PASSAIC

**Part I - Vendor Affirmation**

The undersigned, being authorized and knowledgeable of the circumstance, does hereby certify that the Legal Research, its subsidiaries, assigns or principals controlling an excess of ten percent (10%) of the business entity has neither made a reportable contribution prohibited under N.J.S.A. 19:44A-20.4, et seq. in the year preceding the Non-Fair and Open Contract awarded in the year 2009 ("Contract") nor will it make any reportable contributions during the term of the Contract to any of the following name candidate committees, joint candidate committees, and political party committees representing the elected officials of the County of Passaic, as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r)

Bruce James for County Commissioner	Rodney A. De Vore for Commissioner
Friends of Pat Lepore	Friends of Danielle Ireland Imhof
Friends of John Bartlett	Friends of Casanova for Surrogate
Friends of Terry Duffy	Friends of Adams for Sheriff
Sandi Lazzara for Commissioner	
Friends of Orlando Cruz for Commissioner	

**Part II - Ownership Disclosure Certification**

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

Check the box that represents the type of business entity:

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

Name of Stock or Shareholder	Home Address

**Part III - Signature and Attestation**

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

Name of Business Entity: Legal Research, a division of RELX Inc.

Signed: Nicole Asch

Printed Name: Nicole Asch

Title: Senior Proposal Writer

Date: 10/11/09



Subscribed and sworn before me this 11<sup>th</sup> day of October, 2009.

My Commission expires Nov 2, 2009

Nicole Asch  
(Affiant)

Nicole Asch, Manager, Proposal Development  
(Print name & title of affiant) (Corporate Seal)

# County of Passaic

## Board of County Commissioners



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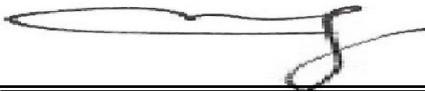
Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE PASSAIC COUNTY PROSECUTOR'S OFFICE TO APPLY FOR FFY24 STOP VIOLENCE AGAINST WOMAN ACT GRANT PROGRAM, PURSUANT TO N.J.S.A 40:20-1 ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 PROSECUTOR'S OFFICE

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REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	72.
CAF#	
Purchase Req. #	
Result	

Law and Public Safety

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE PASSAIC COUNTY PROSECUTOR'S OFFICE TO APPLY FOR FFY24 STOP VIOLENCE AGAINST WOMAN ACT GRANT PROGRAM, PURSUANT TO N.J.S.A 40:20-1 ET SEQ.**

**WHEREAS**, the County of Passaic (hereinafter the "County") is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioner of the County of Passaic (hereinafter the "Board") is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, the Passaic County Prosecutor's Office (hereinafter "PCPO") seeks permission to apply for and accept the FFY24 STOP Violence Against Woman Act Grant Program (Subaward Number VAWA-46-24) (hereinafter the "VAWA Grant"), which will allow it to accept an award of up to fifty-four thousand seven hundred eighty-eight dollars (\$54,788.00) to support the County Office of Victim Witness Advocacy Victim Services Project for the period of July 1, 2025 to June 30, 2026; and

**WHEREAS**, the VAWA Grant will require an in-kind salary/fringe match in an amount of twenty-seven thousand three hundred ninety-three dollars (\$27,393.00) for the program for a total project amount of eighty-two thousand one hundred eighty-one dollars (\$82,181.00); and

**WHEREAS**, this matter was discussed at the December 2, 2025 meeting of the Law and Public Safety Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED** that the Board of County Commissioners for the County of Passaic hereby authorizes the Passaic County Prosecutor's Office to apply for and accept the FFY24 STOP Violence Against Woman Act Grant Program (Subaward VAWA-46-24) which will allow it to accept an award of up to fifty-four thousand seven hundred eighty-eight dollars (\$54,788.00) to support the County Office of Victim Witness Advocacy Victim Services Project for the period of July 1, 2025 to June 30, 2026.

**LET IT BE FURTHER RESOLVED** that the VAWA Grant will require an in-kind salary/fringe match in an amount of twenty-seven thousand three hundred ninety-three dollars (\$27,393.00) for the program for a total project amount of eighty-two thousand one hundred eighty-one dollars (\$82,181.00).

**LET IT BE FURTHER RESOLVED**, that the Passaic County Prosecutor's Office shall use the funds received for the purposes described in the application submitted for same.

**LET IT BE FURTHER RESOLVED**, that Resolution No. R-25-0857 dated September 9, 2025 shall be and hereby is repealed.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, County Administrator, Prosecutor and Director of the Board of County Commissioners are authorized to execute an agreement and take any other steps necessary to carry out the purpose of this resolution.

KJB

December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

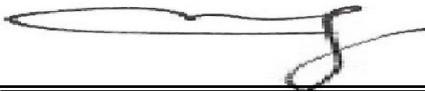
Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE PURCHASE OF VARIOUS GOODS AND SERVICES BY THE PASSAIC COUNTY PROSECUTOR'S OFFICE, PURSUANT TO N.J.S.A. 40A:11-10, ET SEQ. AND N.J.S.A. 40A:11-12 ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 PROSECUTOR'S OFFICE

---

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	73.
CAF#	G-01-41-872-023-223; G-01-
Purchase Req. #	
Result	

Law and Public Safety

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE PURCHASE OF VARIOUS GOODS AND SERVICES BY THE PASSAIC COUNTY PROSECUTOR'S OFFICE, PURSUANT TO N.J.S.A. 40A:11-10, ET SEQ. AND N.J.S.A. 40A:11-12 ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter "County") is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter "Board") is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, the Passaic County Prosecutor's Office (hereafter "PCPO") has requested the purchase of various goods and services from qualified vendors for use in furtherance of its administrative objectives; and

**WHEREAS**, said goods and services are being procured through State Contract and Cooperative Purchasing Agreements in which the County of Passaic is a member, as permitted by N.J.S.A. 40A:11-10 et seq. and N.J.S.A. 40A:11-12 et seq. and as specified below; and

**WHEREAS**, the Board is desirous of approving said purchases in accordance with the terms of the applicable contracts and authorizing the Purchasing Agent to issue the appropriate Purchase Orders; and

**WHEREAS**, from time to time State Contract and Cooperative Contract members change due to renewals or addition of essentially similar products; and

**WHEREAS**, funds are available in the account numbers set forth below or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025, or subsequent years' County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the November 12, 2025 meeting of the Law and Public Safety Committee, and is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-10 et seq. and N.J.S.A. 40A:11-12 et seq., that the Board of County Commissioners of the County of Passaic hereby authorizes the purchase of the following goods or services in accordance with the terms of the applicable State Contract and Cooperative Purchasing Agreements:

Description: Mutualink Network Access Maintenance Agreement  
Using Agency: Passaic County Working Group  
Purchase Price: \$16,966.21  
Accounts: G-01-41-872-023-223, G-01-41-872-024-223  
Vendor: Mutualink, Inc.  
Authority: NJ State Contract  
Master P.O.: 83894 (T0109- Radio Communication Equipment and Accessories)

Description: Genetec Advantage 3-year Maintenance Agreement  
Using Agency: Passaic County Working Group/OEM  
Purchase Price: \$8,378.42  
Accounts: G-01-41-872-023-223  
Vendor: Millennium Communication Group  
Authority: NJ Cooperative Purchasing Alliance (Bergen County Co-op)  
Contract No.: CK04 24-38

Description: Six (6) VHF/UHF700-800mhz 4KY Full 3W BLK Digital Mobile Radios and Accompanying Accessories  
Using Agency: Passaic County Working Group  
Purchase Price: \$29,736.00  
Accounts: G-01-41-872-023-223  
Vendor: PMC Associates  
Authority: NJ State Contract

Master P.O.: 83900 (T0109- Radio Communication Equipment and Accessories)

Description: Tetrus iLink Annual Subscription (period June 1, 2026-May 31, 2027)

Using Agency: Passaic County Working Group

Purchase Price: \$67,053.44

Accounts: G-01-41-872-023-223, G-01-41-872-024-223

Vendor: SHI International Corp.

Authority: NJ Cooperative Purchasing Alliance (Bergen County Co-op)

Contract No.: CK04 24-38

Description: One (1) portable APX 8000 All Band Model 2.5 Digital Radio and  
Accompanying Accessories

Using Agency: Passaic County Working Group

Purchase Price: \$10,262.15

Accounts: G-01-41-872-023-223

Vendor: Motorola Solutions

Authority: NJ State Contract

Master P.O.: 83909 (T0109- Radio Communication Equipment and Accessories)

**LET IT BE FURTHER RESOLVED**, that the above awards to Mutualink, Inc. and SHI International Corp. are contingent upon Mutualink, Inc. and SHI International Corp. being awarded new contracts pursuant to N.J.S.A. 40A:11-12 and N.J.S.A. 40A:11-10, respectively, in the year 2026-2027.

**LET IT BE FURTHER RESOLVED**, that Resolution No. R-25-1124 dated November 17, 2025 shall be and hereby is repealed.

**LET IT BE FURTHER RESOLVED**, that the Purchasing Agent, Clerk to the Board, and Director of the Board be and hereby are authorized and directed to take such further actions and sign such documents as are necessary to effectuate the purpose of this resolution, including but not limited to issuance of appropriate Purchase Orders

KJB

December 9, 2025

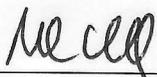
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$132,396.22

APPROPRIATION: G-01-41-872-023-223 - \$66,383.68  
G-01-41-872-024-223 - \$66,012.54

PURPOSE: Award contracts to Mutualink, Inc, Millennium Communication Group, PMC Associates, SHI International Corp,, and Motorola Solutions for the purchase of various goods and services by the Passaic County Prosecutor's Office.

  
\_\_\_\_\_  
Richard Cahill, Director of Finance

DATED: December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
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**401 Grand Street**  
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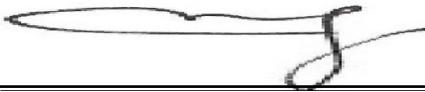
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE PURCHASE OF VARIOUS GOODS AND SERVICES BY THE PASSAIC COUNTY PROSECUTOR'S OFFICE, PURSUANT TO N.J.S.A. 40A:11-10, ET SEQ. AND N.J.S.A. 40A:11-12 ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 PROSECUTOR'S OFFICE

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	74.
CAF#	6-01-20-109-00-239; T-23-50
Purchase Req. #	
Result	

Law and Public Safety

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE PURCHASE OF VARIOUS GOODS AND SERVICES BY THE PASSAIC COUNTY PROSECUTOR’S OFFICE, PURSUANT TO N.J.S.A. 40A:11-10, ET SEQ. AND N.J.S.A. 40A:11-12 ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, the Passaic County Prosecutor’s Office (hereafter “PCPO”) has requested the purchase of various goods and services from qualified vendors for use in furtherance of its administrative objectives; and

**WHEREAS**, said goods and services are being procured through State Contract and Cooperative Purchasing Agreements in which the County of Passaic is a member, as permitted by N.J.S.A. 40A:11-10 et seq. and N.J.S.A. 40A:11-12 et seq. and as specified below; and

**WHEREAS**, the Board desires to approve said purchases in accordance with the terms of the applicable contracts and authorizing the Purchasing Agent to issue the appropriate Purchase Orders; and

**WHEREAS**, from time to time State Contract and Cooperative Contract members change due to renewals or addition of essentially similar products; and

**WHEREAS**, funds are available in the account numbers set forth below or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025, or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the December 2, 2025 meeting of the Law and Public Safety Committee, and is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-10 et seq. and N.J.S.A. 40A:11-12 et seq., that the Board of County Commissioners of the County of Passaic hereby authorizes the purchase of the following goods or services in accordance with the terms of the applicable State Contract and Cooperative Purchasing Agreements:

Description: CLEAR Investigative Services  
Using Agency: Prosecutor’s Office  
Purchase Price: \$11,000.00  
Accounts: 6-01-20-109-001-239  
Vendor: West Publishing Corporation  
Authority: NJ State Contract  
Master P.O.: 40691 (T1616- Data Access Services: Web-Based Investigative and Locator Data)

Description: Cellebrite Guardian Forensics Subscription  
Using Agency: Prosecutor’s Office  
Purchase Price: \$48,128.00  
Accounts: T-23-56-850-000-801  
Vendor: SHI International Corp.  
Authority: NJ Cooperative Purchasing Alliance (Bergen County Co-op)  
Contract No.: CK04 24-38

**LET IT BE FURTHER RESOLVED**, that the above award to SHI International Corp. are contingent upon SHI International Corp. being awarded new contracts pursuant to N.J.S.A. 40A:11-10 in the year 2026-2027.

**LET IT BE FURTHER RESOLVED**, that the Purchasing Agent, Clerk to the Board, and Director of the Board be and hereby are authorized and directed to take such further actions and sign such documents as are necessary to effectuate the purpose of this resolution, including but not limited to issuance of appropriate Purchase Orders

KJB

December 9, 2025

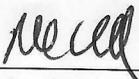
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$59,128.00

APPROPRIATION: T-23-56-850-000-801 - \$48,128.00  
\*Contingent upon availability of funds in 2026  
adopted budget- \$11,000.00

PURPOSE: Award contracts to West Publishing Corporation and  
SHI International Corp. for the purchase of various  
goods and services by the Passaic County Prosecutor's  
Office.

  
\_\_\_\_\_  
Richard Cahill, Director of Finance

DATED: December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
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**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

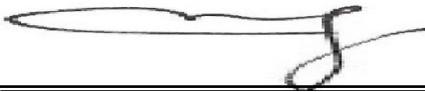
Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE PASSAIC COUNTY PROSECUTOR'S OFFICE TO APPLY FOR AND ACCEPT FUNDING FROM FFY24 VICTIMS OF CRIME ACT (VOCA) GRANT PROGRAM, PURSUANT TO N.J.S.A. 40:20-1

THIS RESOLUTION WAS REQUESTED BY:  
 PROSECUTOR'S OFFICE

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REVIEWED BY:




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Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:




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Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	75.
CAF#	
Purchase Req. #	
Result	

Law and Public Safety

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COMMITTEE NAME

**RESOLUTION AUTHORIZING THE PASSAIC COUNTY PROSECUTOR'S OFFICE TO APPLY FOR AND ACCEPT FUNDING FROM FFY24 VICTIMS OF CRIME ACT (VOCA) GRANT PROGRAM, PURSUANT TO N.J.S.A. 40:20-1**

**WHEREAS**, the County of Passaic (hereinafter the "County") is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioner of the County of Passaic (hereinafter the "Board") is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, the Passaic County Prosecutor's Office (hereinafter "PCPO") seeks permission to apply for and accept funds in the amount of five hundred one thousand thirteen dollars (\$501,013.00) from the FFY24 Victims of Crimes Act (VOCA) Grant Program (Subaward Number V-16-24), which is administered by the State of New Jersey, Office of the Attorney General, Department of Law and Public Safety for the period July 1, 2025, through June 30, 2026; and

**WHEREAS**, the County will provide an in-kind salary/fringe match in the amount of six hundred forty-nine thousand one hundred ninety-three dollars (\$649,193.00) for a total project amount of one million one hundred fifty thousand two hundred six dollars (\$1,150,206.00); and

**WHEREAS**, the VOCA Grant is used to cover expenses related to the County Office of Victim Services; and

**WHEREAS**, this matter was discussed at the December 2, 2025 meeting of the Law and Public Safety Committee meeting and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, that the Board of County Commissioners of the County of Passaic hereby authorizes the Passaic County Prosecutor's Office to apply for and accept funds in the amount of five hundred one thousand thirteen dollars (\$501,013.00) from the FFY24 Victims of Crimes Act (VOCA) Grant Program (Subaward Number V-16-24), which is administered by the State of New Jersey, Office of the Attorney General, Department of Law and Public Safety for the period July 1, 2025, through June 30, 2026.

**LET IT BE FURTHER RESOLVED**, that the County will provide an in-kind salary/fringe match in the amount of six hundred forty-nine thousand one hundred ninety-three dollars (\$649,193.00) for a total project amount of one million one hundred fifty thousand two hundred six dollars (\$1,150,206.00).

**LET IT BE FURTHER RESOLVED**, that the Passaic County Prosecutor's Office shall use the funds received for the purposes described in the application submitted for same.

**LET IT BE FURTHER RESOLVED**, that Resolution No. R-25-0860 dated September 9, 2025 shall be and hereby is repealed.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, County Administrator, Prosecutor, and Director of the Board of County Commissioners are authorized to execute an agreement and take any other steps necessary to carry out the purpose of this resolution.

KJB

December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
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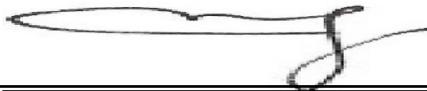
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE PASSAIC COUNTY PROSECUTOR'S OFFICE TO APPLY FOR AND ACCEPT FUNDS FROM THE STATE OF NEW JERSEY'S COUNTY PROSECUTOR INSURANCE FRAUD REIMBURSEMENT PROGRAM, PURSUANT TO N.J.S.A. 17:33A-28

THIS RESOLUTION WAS REQUESTED BY:  
 PROSECUTOR'S OFFICE

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	76.
CAF#	
Purchase Req. #	
Result	

Law and Public Safety

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE PASSAIC COUNTY PROSECUTOR'S OFFICE TO APPLY FOR AND ACCEPT FUNDS FROM THE STATE OF NEW JERSEY'S COUNTY PROSECUTOR INSURANCE FRAUD REIMBURSEMENT PROGRAM, PURSUANT TO N.J.S.A. 17:33A-28**

**WHEREAS**, the County of Passaic (the "County") is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioner of the County of Passaic (the "Board") is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 17:33A-28, the Office of the Insurance Fraud Prosecutor has been tasked with overseeing reimbursement of funding used for activities undertaken in connection with investigating and prosecuting insurance fraud (the "County Prosecutor Insurance Fraud Reimbursement Program"); and

**WHEREAS**, the Office of the Insurance Fraud Prosecutor is accepting applications for the County Prosecutor Insurance Fraud Reimbursement Program for the period of January 1, 2026, through December 31, 2026, in an amount of two hundred fifty thousand dollars (\$250,000.00), with no match required; and

**WHEREAS**, the Passaic County Prosecutor's Office desires to apply for grant funding from the Insurance Fraud Reimbursement Program to pay the partial salaries of one chief assistant prosecutor and three detectives assigned to the Insurance Fraud Unit; and

**WHEREAS**, this matter was discussed at the December 2, 2025 meeting of the Law and Public Safety Committee, and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED** pursuant to N.J.S.A. 17:33A-28, that the Board of County Commissioners for the County of Passaic hereby authorizes Passaic County Prosecutor's Office to apply and accept any funds awarded through the County Prosecutor Insurance Fraud Reimbursement Program in an amount of two-hundred fifty thousand dollars (\$250,000.00) to pay the partial salaries of one chief assistant prosecutor and three detectives assigned to the PCPO Insurance Fraud Unit for the period of January 1, 2026, through December 31, 2026, with no match required.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Administrator, Prosecutor, and Director of the Board of County Commissioners are authorized to execute an agreement and take any other steps necessary to carry out the purpose of this resolution.

KJB

December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
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**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO BLAKE ACEVEDO, D/BA INTERSTATE HAY FOR HORSE FEED AND BEDDING SUPPLIES FOR THE PASSAIC COUNTY SHERIFF'S OFFICE'S MOUNTED UNIT, PURSUANT TO N.J.S.A 40A: 11-4, ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 SHERIFF'S OFFICE

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/5/2025
Adopted Date	
Agenda Item	77.
CAF#	
Purchase Req. #	
Result	

Law and Public Safety

COMMITTEE NAME

**RESOLUTION AUTHORIZING AWARD OF CONTRACT TO BLAKE ACEVEDO, D/BA INTERSTATE HAY FOR HORSE FEED AND BEDDING SUPPLIES FOR THE PASSAIC COUNTY SHERIFF'S OFFICE'S MOUNTED UNIT, PURSUANT TO N.J.S.A. 40A: 11-4, ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter "County") is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter "Board") is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4, et seq., every contract awarded by the County, for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold, shall be awarded only by resolution of the Board to the lowest responsible bidder after public advertising for bids and bidding thereof; and

**WHEREAS**, on October 28, 2025, the Purchasing Agent issued SB-26-006, Passaic County Sheriff's Office Mounted Unit Horse Feed and Bedding Supplies (hereafter "SB-26-006"), seeking sealed proposals from qualified bidders; and

**WHEREAS**, on November 6, 2025, bids were unsealed for SB-26-006 by the Purchasing Agent with responses from one (1) bidder, Balke Acevedo d/b/a Interstate Hay; and

**WHEREAS**, the Passaic County Sheriff's Office is recommending an award of contract to Blake Acevedo d/b/a Interstate Hay under SB-26-006 in the amount not to exceed thirty-nine thousand three hundred twenty-five dollars (\$39,325.00) for a contract period of February 1, 2026, through January 31, 2027; and

**WHEREAS**, funds are available in any account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in 2026 and/or subsequent years' County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the December 2, 2025 meeting of the Law and Public Safety Committee, and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED** pursuant to N.J.S.A. 40A:11-4, et seq., the Board of County Commissioners of the County of Passaic is authorizing an award of contract to Blake Acevedo d/b/a Interstate Hay under SB-26-006 in the amount not to exceed thirty-nine thousand three hundred twenty-five dollars (\$39,325.00) for a contract period of February 1, 2026, through January 31, 2027.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, and Director of the Board of County Commissioners of the County of Passaic are authorized to execute an agreement and take any other steps necessary to carry out the purpose of this resolution.

KJB

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$39,325.00

APPROPRIATION: \*Contingent upon availability of funds in 2026 adopted budget

PURPOSE: Award contract to Blake Acevedo d/b/a Interstate Hay for Horse Feed and Bedding Supplies.



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Richard Cahill, Director of Finance

DATED: December 9, 2025

### CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

#### CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

(Attach Additional Sheets if Necessary.)

  
Signature of Vendor's Authorized Representative

11/4/25  
Date

Blake Acvedo Owner  
Print Name and Title of Vendor's Authorized Representative

274618395  
Vendor's FEIN, EIN, or FTIN

Intestate Hay  
Vendor's Name (i.e. Company Name)

845-206-6066  
Vendor's Phone Number

22 Park Terrace  
Vendor's Address (Street Address)

Vendor's Fax Number

Goshen NJ 10924  
Vendor's Address (City/State/Zip Code)

Blake Acvedo@gmail.com  
Vendor's Email Address

#### Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2)

**DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

**Part 1: Certification**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that the person or entity, or one of the person or entity's parents, subsidiaries, or affiliates, is not identified on a list created and maintained by the New Jersey Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran.

The Chapter 25 list is found on the State of New Jersey Division of Purchase and Property website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review the list prior to completing the certification below. Failure to complete the certification will render a bidder's proposal non-responsive.

**PLEASE CHECK THE APPROPRIATE BOX:**

I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed herein nor any of the bidder's parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25. I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

OR

I am unable to certify as above because the bidder and/or one of more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of Treasury's Chapter 25 list. I will provide a detailed, accurate, and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines, and/or sanctions will be assessed as provided by law.

**Part 2: Please provide further information related to investment activities in Iran.**

Name \_\_\_\_\_ Relationship to Bidder/Officer \_\_\_\_\_

Description of Activities \_\_\_\_\_

Duration of Engagement \_\_\_\_\_ Anticipated Cessation Date \_\_\_\_\_

Bidder/Officer Contact Name \_\_\_\_\_ Contact Phone Number \_\_\_\_\_

**Certification:** I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above referenced person or entity. I acknowledge that Passaic County is relying on the information contained herein and hereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the County to notify the County in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with Passaic County, New Jersey and that the County at its option may declare any contract(s) resulting from this certification void and unenforceable.

Name of Bidder (i.e. Company Name) (Please Print): Intoslate Hay

Signature of Authorized Representative: \_\_\_\_\_

Name (Please Print): Blake Acevedo

Title (Please Print): Owner Date: 11/4/25

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

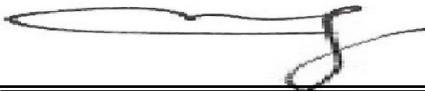
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING A PURCHASE FROM SHI INTERNATIONAL, CORP., FOR AN ANNUAL MAINTENANCE AGREEMENT AND SUPPORT FOR GTL OMSE FOR THE JAIL MANAGEMENT SYSTEM, PURSUANT TO N.J.S.A. 40A:11-10.

THIS RESOLUTION WAS REQUESTED BY:  
 SHERIFF'S OFFICE

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/5/2025
Adopted Date	
Agenda Item	78.
CAF#	5-01-25-157-001-213, 5-01-2
Purchase Req. #	R5-13382
Result	

Law and Public Safety

COMMITTEE NAME

**RESOLUTION AUTHORIZING A PURCHASE FROM SHI INTERNATIONAL, CORP., FOR AN ANNUAL MAINTENANCE AGREEMENT AND SUPPORT FOR GTL OMSE FOR THE JAIL MANAGEMENT SYSTEM, PURSUANT TO N.J.S.A. 40A:11-10.**

**WHEREAS**, the County of Passaic (the “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic (hereinafter the “Board”) are vested with decision making powers on behalf of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-10, the governing bodies of two or more contracting units may provide by a joint agreement for the provision of the performance of goods and services to be used by their respective jurisdictions; and

**WHEREAS**, by virtue of Resolution R20170119, the County entered into the Bergen County Cooperative Contract Purchasing System # 11-BCCPS, which awarded a contract for Computer Equipment and Peripherals, Bid No. BC-BID-24-38, to multiple vendors, including SHI International, Corp.; and

**WHEREAS**, SHI International, Corp., provided a quote to the Passaic County Sheriff’s Office, attached to and made part of this resolution, for an annual maintenance agreement and support for GTL OMSE, necessary for the Jail Management System, in the amount of one hundred twenty-three thousand six hundred forty-eight dollars and ninety-four cents (\$123,648.94) which is being recommended for approval by the Passaic County Sheriff’s Office; and

**WHEREAS**, funds are available in Account Nos. 5-01-25-157-001-213, 5-01-22-130-002-219 or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the December 2, 2025 meeting of the Law and Public Safety Committee and is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-10, the Board of County Commissioners of the County of Passaic is authorizing a purchase from SHI International, Corp., for an annual maintenance agreement and support for GTL OMSE, necessary for the Jail Management System, in the amount of one hundred twenty-three thousand six hundred forty-eight dollars and ninety-four cents (\$123,648.94), as recommended by the Passaic County Sheriff’s Office.

**LET IT BE FURTHER RESOLVED**, that the Director of the Board of County Commissioners, the Clerk to the Board, County Counsel, and Purchasing Agent are authorized to execute an agreement and take any other steps necessary to carry out the purpose of this resolution.

KJB

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$123,648.94

APPROPRIATION: 5-01-25-157-001-213 - \$100,000.00  
5-01-22-130-002-219 - \$23,648.94

PURPOSE: Award contract to SHI International, Corp., for an annual maintenance agreement and support for GTL OMSE, necessary for the Jail Management System.



Richard Cahill, Director of Finance

DATED: December 9, 2025



Pricing Proposal  
 Quotation #: 26822563  
 Created On: 11/3/2025  
 Valid Until: 12/28/2025

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## NJ-County of Passaic Sheriff's Department

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**James Shay**  
 495 River Street  
 Second Floor  
 Paterson, NJ 07524  
 United States  
 Phone: 9733895940  
 Fax:  
 Email: jshay@pcsheriff.org

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## Account Executive

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**John Turba**  
 300 Davidson Ave,  
 Somerset NJ 08873  
 Phone: 201-953-0265  
 Fax:  
 Email: John\_Turba@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 2025 OMS Maintenance & Support Viapath Technologies - Part#: Contract Name: New Jersey Cooperative Purchasing Alliance Contract #: CK04 Subcontract #: 24-38 Coverage Term: 1/1/2025 – 12/31/2025	1	\$123,648.94	\$123,648.94
		<b>Total</b>	<b>\$123,648.94</b>

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### Additional Comments

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Please send vouchers to 290 Davidson Ave, Somerset NJ 08873

Note: The New Jersey Cooperative Purchasing Alliance is a Service of the County of Bergen, County Executive James J. Tedesco III and the Board of Commissioners

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

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*The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.*

County of Passaic  
Board of County Commissioners



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

**SHORT DESCRIPTION** SHI INTERNATIONAL CORP (OMS MAINTENANCE)

**REQUISITION No./CONTRACT No.** R5-13382 (BERGEN CTY CO-OP 24-38)

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus

OR

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus

OR

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

[Empty box for detailed description of activity]

DocuSigned by:

*Kristina Mann*

(Attach Additional Sheets if Necessary.)

Signature of Vendor's Authorized Representative  
KRISTINA MANN - DIRECTOR OF CONTRACTS

11/17/2025

Date  
22-3009648

Print Name and Title of Vendor's Authorized Representative  
SHI INTERNATIONAL CORP.

Vendor's FEIN, EIN or FTIN  
888-764-8888

Vendor's Name  
290 DAVIDSON AVENUE

Vendor's Phone Number  
888-764-8889

Vendor's Address (Street Address)  
SOMERSET/NJ/08873

Vendor's Fax Number  
JOHN\_TURBA@SHI.COM

Vendor's Address (City/State/Zip Code)

Vendor's Email Address

Definitions:

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

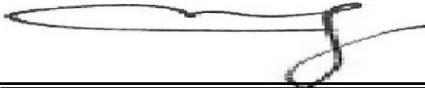
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AWARD OF CONTRACT TO GENTILINI CHEVROLET, LLC, FOR TWO (2) 2024 CHEVROLET TAHOE PPV 4WD VEHICLES FOR THE PASSAIC COUNTY SHERIFF'S OFFICE K9 UNIT, PURSUANT TO N.J.S.A. 40A: 11-12

THIS RESOLUTION WAS REQUESTED BY:  
 SHERIFF'S OFFICE

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/5/2025
Adopted Date	
Agenda Item	79.
CAF#	T-13-56-860-000-801
Purchase Req. #	R5-13492
Result	

Law and Public Safety

COMMITTEE NAME

**RESOLUTION AUTHORIZING AWARD OF CONTRACT TO GENTILINI CHEVROLET, LLC, FOR TWO (2) 2024 CHEVROLET TAHOE PPV 4WD VEHICLES FOR THE PASSAIC COUNTY SHERIFF'S OFFICE K9 UNIT, PURSUANT TO N.J.S.A. 40A: 11-12**

**WHEREAS**, the County of Passaic ("County") is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic ("Board") is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40:11-12, et seq., the County may, without advertising for bids, or having rejected all bids obtained pursuant to advertising thereof, purchase any goods or services under any contract or contracts for such goods or services entered into on behalf of the State of New Jersey by the Division of Purchase and Property in the Department of Treasury; and

**WHEREAS**, Gentilini Chevrolet, LLC, submitted competitive pricing for T2776S - Police Pursuit and SSV: Sedans and Sport Utility Vehicles, with Gasoline Engine, Master Blanket Purchase Order 21-FLEET-01485, to the State of New Jersey, Division of Purchase and Property in the Department of Treasury; and

**WHEREAS**, the Passaic County Sheriff's Office is recommending an award if contract to Gentilini Chevrolet, LLC, for the purchase of two (2) Chevrolet Tahoe PPV 4WD vehicles for the K9 Unit, in an amount not to exceed one hundred three thousand eight hundred eighty-six dollars and fourteen cents (\$103,886.14); and

**WHEREAS**, funds are available in Account No. T-13-56-860-000-801, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years' County budget (s), which is attached to and made part of this Resolution

**WHEREAS**, this matter was discussed at the December 2, 2025 meeting of the Law and Public Safety Committee and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-12, the Passaic County Board of Commissioners hereby awards a contract to Gentilini Chevrolet, LLC, for the purchase of two (2) Chevrolet Tahoe PPV 4WD vehicles for the K9 Unit, in an amount not to exceed one hundred three thousand eight hundred eighty-six dollars and fourteen cents (\$103,886.14), as recommended by the Passaic County Sheriff's Office.

**LET IT BE FURTHER RESOLVED**, that the Clerk to the Board, County Counsel, and Director of the Passaic County Board of County Commissioners are authorized to execute an agreement and take any other steps necessary to carry out the purpose of this resolution.

KJB

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$103,886.14

APPROPRIATION: T-13-56-860-000-801

PURPOSE: Award contract to Gentilini Chevrolet, LLC, for the purchase of two (2) Chevrolet Tahoe PPV 4WD vehicles for the K9 Unit.



Richard Cahill, Director of Finance

DATED: December 9, 2025



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

**SHORT DESCRIPTION**

GENTILINI CHEVROLET LLC (K9 TAHOE)

**REQUISITION No./CONTRACT No.**

RS-18492 NJ STATE CONTRACT 21-FLEET-01485

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agent including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)



A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR



B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR



C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below:

None

(Attach Additional Sheets if Necessary.)



\*

*Len Polistina*

Len Polistina (Nov 17, 2025)

Signature of Vendor's Authorized Representative

Len Polistina Gov Sales

Print Name and Title of Vendor's Authorized Representative

Len Polistina

Vendor's Name

Gentilini Chevrolet

Vendor's Address (Street Address)

555 John S Penn Blvd Woodbine NJ 08270

Vendor's Address (City/State/Zip Code)

Date

11/14/25

Vendor's FEIN, EIN or FTIN

261835900

Vendor's Phone Number

609-484-0555

Vendor's Fax Number

orders@upfitme.com

Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

# Quote 831

Passaic Cnty Sheriffs Office  
 Buyer: ||  
 Date: 2025-11-13



<b>From</b>	Gentilini Motors 500-555 John S Penn Blvd Woodbine, NJ 08270	<b>Bill To</b>	Passaic Cnty Sheriffs Dept 435 Hamburg Tpke Wayne NJ 7470, UNITED STATES	<b>Ship To</b>	Passaic Cnty Sheriffs Dept 435 Hamburg Tpke Wayne NJ 7470, UNITED STATES
<b>Order Type</b>	Scheduled	<b>FOB/Incoterms</b>	S - Shipment	<b>Terms</b>	NET30
<b>VIN #</b>	1GBSKLED2RR338271	<b>Contract Ref #</b>	T2007-20- 01485 TAHOE PPV		

#	Part #	Ship Date	MSRP	Qty	Unit Price	Ext. Price
1	VP 24 C-TAH-4WD CK10706 9C1 GAZ WHT	2025-11-13	54943.07	1	\$54,943.07	\$54,943.07
<b>Description:</b> Finished Outfitted Vehicle						
<b>Tech Description:</b> 2024 Tahoe Stock PPV 4WD White Blanket Order Number 21-FLEET-01485 Item # 3 Class-Item 071-05 Section 10 Price Line 19 from the Bid Solicitation. Chevrolet Tahoe Police Package Vehicle (PPV), 4-Door, 4WD, with Gasoline Model: Tahoe Police Package Vehicle (PPV), 4-Door, 4WD, with Manufacturer's Body Code: Ck10706						
2	L84-CK10706-21	2025-11-13		1 EACH	\$0.00	\$0.00
<b>Description:</b> Engine, 5.3L EcoTec3 V8						
<b>Tech Description:</b> Engine, 5.3L EcoTec3 V8						
3	CLR-GAZ-CK10706-22-WHITE	2025-11-13		1 EACH	\$0.00	\$0.00
<b>Description:</b> Summit White						
<b>Tech Description:</b> Summit White						
4	AZ3-CK10706-22	2025-11-13		1 EACH	\$0.00	\$0.00
<b>Description:</b> Seats, front 40/20/40 split-bench (Not available with (D07)						

#	Part #	Ship Date	MSRP	Qty	Unit Price	Ext. Price
	Tech Description: Seats, front 40/20/40 split-bench (Not available with (D07) center floor console and (USR) USB data ports.)					
5	ATZ-CK10706-25	2025-11-13		1 EACH	\$0.00	\$0.00
	Description: Seat delete, second row					
	Tech Description: Seat delete, second row					
6	PQA-CK10706-25	2025-11-13	395	1 EACH	\$0.00	\$0.00
	Description: 1FL Safety Package It will select: UHY Automatic Emergency					
	Tech Description: 1FL Safety Package It will select: UHY Automatic Emergency Braking UEU Forward Collision Alert UE4 Following Distance Indicator UKJ Front Pedestrian Braking					
7	5T5-CK10706-25	2025-11-13		1 EACH	\$0.00	\$0.00
	Description: Seats, front cloth and second row vinyl					
	Tech Description: Seats, front cloth and second row vinyl					
8	AMF-CK10706-25	2025-11-13	75	1 EACH	\$0.00	\$0.00
	Description: Remote Keyless Entry Package					
	Tech Description: Remote Keyless Entry Package					
9	V76-CK10706-25	2025-11-13	50	1 EACH	\$0.00	\$0.00
	Description: Recovery hooks, 2 front, frame-mounted, Black					
	Tech Description: Recovery hooks, 2 front, frame-mounted, Black					
10	PREP-KIT-25	2025-11-13		1 EACH	\$0.00	\$0.00
	Description: 9C1-PREP-KIT					
	Tech Description: 9C1-PREP-KIT					
11	6J7-CK10706-25	2025-11-13		1 EACH	\$0.00	\$0.00
	Description: Flasher system, headlamp and taillamp, DRL compatible with c					
	Tech Description: Flasher system, headlamp and taillamp, DRL compatible with control wire					
12	6N6-CK10706-25	2025-11-13	62	1 EACH	\$0.00	\$0.00
	Description: Door locks and handles, inside rear doors inoperative					
	Tech Description: Door locks and handles, inside rear doors inoperative					
13	RZB-CK10706-25	2025-11-13	995	1 EACH	\$0.00	\$0.00
	Description: Color Keyed with lettering / Vinyl (dealer-installed) Door					
	Tech Description: Color Keyed with lettering / Vinyl (dealer-installed) Door entry guard installed on each scuff plate (4 doors). Reflective grade vinyl is visible when doors are open.					
14	6N5-CK10706-25	2025-11-13	57	1 EACH	\$0.00	\$0.00
	Description: Switches, rear window inoperative					

#	Part #	Ship Date	MSRP	Qty	Unit Price	Ext. Price
	Tech Description: Switches, rear window inoperative					
15	7X3-CK10706-25	2025-11-13	800	1 EACH	\$0.00	\$0.00
	Description: Spot lamp, left-hand (Deletes A-pillar mounted assist handle)					
	Tech Description: Spot lamp, left-hand (Deletes A-pillar mounted assist handle)					
16	6C7-CK10706-25-CRN	2025-11-13	170	1 EACH	\$0.00	\$0.00
	Description: Auxiliary dome lamp (6C7)					
	Tech Description: Auxiliary dome lamp (6C7)					
17	6J3-CK10706-25	2025-11-13	92	1 EACH	\$0.00	\$0.00
	Description: Wiring, grille lamps and siren speakers					
	Tech Description: Wiring, grille lamps and siren speakers					
18	6J4-CK10706-25	2025-11-13	55	1 EACH	\$0.00	\$0.00
	Description: Wiring, horn and siren circuit					
	Tech Description: Wiring, horn and siren circuit					
19	9G8-CK15706-9C1	2025-11-13	50	1 EACH	\$0.00	\$0.00
	Description: Headlamps, Daytime Running Lamps and automatic headlamp cont					
	Tech Description: Headlamps, Daytime Running Lamps and automatic headlamp control delete					
20	WX7-CK10706-25	2025-11-13	60	1 EACH	\$0.00	\$0.00
	Description: Wiring, auxiliary speaker.					
	Tech Description: Wiring, auxiliary speaker.					
21	UTQ-CK15706-9C1	2025-11-13	50	1 EACH	\$0.00	\$0.00
	Description: Theft Disable					
	Tech Description: Theft Disable					
22	UN9-CK10706-24-CRN	2025-11-13	140	1 EACH	\$0.00	\$0.00
	Description: Radio Suppression Package, with ground straps					
	Tech Description: Radio Suppression Package, with ground straps					
23	T53-CK10706-25	2025-11-13	990	1 EACH	\$0.00	\$0.00
	Description: Lamps, alternate flashing Red & Blue rear compartment lid wa					
	Tech Description: Lamps, alternate flashing Red & Blue rear compartment lid warning CRANFORD					
24	NE1-CK10706-21	2025-11-13		1 EACH	\$0.00	\$0.00
	Description: Emissions, Connecticut, Delaware, Maine, Maryland, Massachus					
	Tech Description: Emissions, Connecticut, Delaware, Maine, Maryland, Massachusetts, New Jersey, New York, Oregon, Pennsylvania, Rhode Island, Vermont and Washington state requirements					

#	Part #	Ship Date	MSRP	Qty	Unit Price	Ext. Price
25	BTV-CK10706-25	2025-11-13	300	1 EACH	\$0.00	\$0.00
	Description: Remote start					
	Tech Description: Remote start					
26	UND-MEE-25-TAHOE ONLY	2025-11-13		2 EACH	\$0.00	\$0.00
	Description: Undercoat per gallon					
	Tech Description: Undercoat per gallon					
27	LABOR-25-TAHOE ONLY	2025-11-13		26 EACH	\$0.00	\$0.00
	Description: Labor for MEE items Included with Vehicle undercoat and misc					
	Tech Description: Labor for MEE items Included with Vehicle undercoat and misc items					
28	VAV-MEE	2025-11-13	649	1 EACH	\$0.00	\$0.00
	Description: Heavy Mats					
	Tech Description: Heavy Mats					
29	DISCOUNT 2024	2025-11-13	-5000	1	\$0.00	\$0.00
	Description: 2024-TAHOE-LEFTOVER-DISCOUNT					
30	ADD-BILL	2025-11-13		1 EACH	\$-3,000.00	\$-3,000.00
	Description: Special discount or additional billing for customer requested parts or service:					
	Tech Description: Special discount or additional billing for customer requested parts or service: Custom price field					
					Freight:	\$0.00
					Tax:	\$0.00
					Total:	\$51,943.07

Thank you for the opportunity!!!

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Excludes payments made by credit card.

Return to: orders@upfitme.com

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Be sure we send you an order confirmation.

# Quote 554

Passaic Cnty Sheriffs Office  
 Buyer: ||  
 Date: 2025-11-13



<b>From</b>	Gentilini Motors 500-555 John S Penn Blvd Woodbine, NJ 08270	<b>Bill To</b>	Passaic Cnty Sheriffs Dept 435 Hamburg Tpke Wayne NJ 7470, UNITED STATES	<b>Ship To</b>	Passaic Cnty Sheriffs Dept 435 Hamburg Tpke Wayne NJ 7470, UNITED STATES
<b>Order Type</b>	Scheduled	<b>FOB/Incoterms</b>	S - Shipment	<b>Terms</b>	NET30
<b>VIN #</b>	1GBSKLED2RR337413	<b>Contract Ref #</b>	T2007-20- 01485 TAHOE PPV		

#	Part #	Ship Date	MSRP	Qty	Unit Price	Ext. Price
1	VP 24 C-TAH-4WD CK10706 9C1 GAZ WHT	2025-10-24	54943.07	1	\$54,943.07	\$54,943.07
<b>Description:</b> Finished Outfitted Vehicle						
<b>Tech Description:</b> 2024 Tahoe Stock PPV 4WD White Blanket Order Number 21-FLEET-01485 Item # 3 Class-Item 071-05 Section 10 Price Line 19 from the Bid Solicitation. Chevrolet Tahoe Police Package Vehicle (PPV), 4-Door, 4WD, with Gasoline Model: Tahoe Police Package Vehicle (PPV), 4-Door, 4WD, with Manufacturer's Body Code: Ck10706						
2	L84-CK10706-21	2025-10-24		1 EACH	\$0.00	\$0.00
<b>Description:</b> Engine, 5.3L EcoTec3 V8						
<b>Tech Description:</b> Engine, 5.3L EcoTec3 V8						
3	CLR-GAZ-CK10706-22-WHITE	2025-10-24		1 EACH	\$0.00	\$0.00
<b>Description:</b> Summit White						
<b>Tech Description:</b> Summit White						
4	AZ3-CK10706-22	2025-10-24		1 EACH	\$0.00	\$0.00
<b>Description:</b> Seats, front 40/20/40 split-bench (Not available with (D07)						

#	Part #	Ship Date	MSRP	Qty	Unit Price	Ext. Price
	<b>Tech Description:</b> Seats, front 40/20/40 split-bench (Not available with (D07) center floor console and (USR) USB data ports.)					
5	ATZ-CK10706-25	2025-10-24		1 EACH	\$0.00	\$0.00
	<b>Description:</b> Seat delete, second row					
	<b>Tech Description:</b> Seat delete, second row					
6	PQA-CK10706-25	2025-10-24	395	1 EACH	\$0.00	\$0.00
	<b>Description:</b> 1FL Safety Package It will select: UHY Automatic Emergency					
	<b>Tech Description:</b> 1FL Safety Package It will select: UHY Automatic Emergency Braking UEU Forward Collision Alert UE4 Following Distance Indicator UKJ Front Pedestrian Braking					
7	5T5-CK10706-25	2025-10-24		1 EACH	\$0.00	\$0.00
	<b>Description:</b> Seats, front cloth and second row vinyl					
	<b>Tech Description:</b> Seats, front cloth and second row vinyl					
8	AMF-CK10706-25	2025-10-24	75	1 EACH	\$0.00	\$0.00
	<b>Description:</b> Remote Keyless Entry Package					
	<b>Tech Description:</b> Remote Keyless Entry Package					
9	V76-CK10706-25	2025-10-24	50	1 EACH	\$0.00	\$0.00
	<b>Description:</b> Recovery hooks, 2 front, frame-mounted, Black					
	<b>Tech Description:</b> Recovery hooks, 2 front, frame-mounted, Black					
10	PREP-KIT-25	2025-10-24		1 EACH	\$0.00	\$0.00
	<b>Description:</b> 9C1-PREP-KIT					
	<b>Tech Description:</b> 9C1-PREP-KIT					
11	6J7-CK10706-25	2025-10-24		1 EACH	\$0.00	\$0.00
	<b>Description:</b> Flasher system, headlamp and taillamp, DRL compatible with c					
	<b>Tech Description:</b> Flasher system, headlamp and taillamp, DRL compatible with control wire					
12	6N6-CK10706-25	2025-10-24	62	1 EACH	\$0.00	\$0.00
	<b>Description:</b> Door locks and handles, inside rear doors inoperative					
	<b>Tech Description:</b> Door locks and handles, inside rear doors inoperative					
13	RZB-CK10706-25	2025-10-24	995	1 EACH	\$0.00	\$0.00
	<b>Description:</b> Color Keyed with lettering / Vinyl (dealer-installed) Door					
	<b>Tech Description:</b> Color Keyed with lettering / Vinyl (dealer-installed) Door entry guard installed on each scuff plate (4 doors). Reflective grade vinyl is visible when doors are open.					
14	6N5-CK10706-25	2025-10-24	57	1 EACH	\$0.00	\$0.00
	<b>Description:</b> Switches, rear window inoperative					

#	Part #	Ship Date	MSRP	Qty	Unit Price	Ext. Price
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	<b>Description:</b> Spot lamp, left-hand (Deletes A-pillar mounted assist handle)					
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	<b>Description:</b> Auxiliary dome lamp (6C7)					
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	<b>Description:</b> Wiring, auxiliary speaker.					
	<b>Tech Description:</b> Wiring, auxiliary speaker.					
21	UTQ-CK15706-9C1	2025-10-24	50	1 EACH	\$0.00	\$0.00
	<b>Description:</b> Theft Disable					
	<b>Tech Description:</b> Theft Disable					
22	UN9-CK10706-24-CRN	2025-10-24	140	1 EACH	\$0.00	\$0.00
	<b>Description:</b> Radio Suppression Package, with ground straps					
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	<b>Description:</b> Lamps, alternate flashing Red & Blue rear compartment lid wa					
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24	NE1-CK10706-21	2025-10-24		1 EACH	\$0.00	\$0.00
	<b>Description:</b> Emissions, Connecticut, Delaware, Maine, Maryland, Massachus					
	<b>Tech Description:</b> Emissions, Connecticut, Delaware, Maine, Maryland, Massachusetts, New Jersey, New York, Oregon, Pennsylvania, Rhode Island, Vermont and Washington state requirements					

#	Part #	Ship Date	MSRP	Qty	Unit Price	Ext. Price
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	<b>Description:</b> Remote start					
	<b>Tech Description:</b> Remote start					
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	<b>Description:</b> Undercoat per gallon					
	<b>Tech Description:</b> Undercoat per gallon					
27	LABOR-25 TAHOE ONLY	2025-10-24		26 EACH	\$0.00	\$0.00
	<b>Description:</b> Labor for MEE items Included with Vehicle undercoat and misc					
	<b>Tech Description:</b> Labor for MEE items Included with Vehicle undercoat and misc items					
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	<b>Description:</b> Heavy Mats					
	<b>Tech Description:</b> Heavy Mats					
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	<b>Description:</b> 2024-TAHOE-LEFTOVER-DISCOUNT					
30	ADD-BILL	2025-10-24		1 EACH	\$-3,000.00	\$-3,000.00
	<b>Description:</b> Special discount or additional billing for customer requested parts or service:					
	<b>Tech Description:</b> Special discount or additional billing for customer requested parts or service: Custom price field					
					<b>Freight:</b>	<b>\$0.00</b>
					<b>Tax:</b>	<b>\$0.00</b>
					<b>Total:</b>	<b>\$51,943.07</b>

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# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING A LEASE AGREEMENT BETWEEN THE COUNTY OF PASSAIC AND 400 HAMBURG TURNPIKE, LLC, TO RENT TWENTY (20) PARKING SPACES FOR THE USE OF PASSAIC COUNTY SHERIFF'S OFFICE VEHICLE OVERFLOW PARKING AT 400 HAMBURG TURNPIKE IN WAYNE PURSUANT TO N.J.S.A. 40A:12-4

THIS RESOLUTION WAS REQUESTED BY:  
 SHERIFF'S OFFICE

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/5/2025
Adopted Date	
Agenda Item	80.
CAF#	
Purchase Req. #	
Result	

Law and Public Safety

COMMITTEE NAME

**RESOLUTION AUTHORIZING A LEASE AGREEMENT BETWEEN THE COUNTY OF PASSAIC AND 400 HAMBURG TURNPIKE, LLC, TO RENT TWENTY (20) PARKING SPACES FOR THE USE OF PASSAIC COUNTY SHERIFF'S OFFICE VEHICLE OVERFLOW PARKING AT 400 HAMBURG TURNPIKE IN WAYNE PURSUANT TO N.J.S.A. 40A:12-4**

**WHEREAS**, the County of Passaic (hereafter "County") is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter "Board") is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:12-4, the County may acquire any interest in any property with the consent of the property owner; and

**WHEREAS**, the Passaic County Sheriff's Office seeks twenty (20) parking spaces for vehicle overflow for its fleet; and

**WHEREAS**, 400 Hamburg Turnpike, LLC, owns vacant real property located at 400 Hamburg Turnpike, Wayne, New Jersey 07470 across the street from the headquarters of the Passaic County Sheriff's Office.

**WHEREAS**, the Passaic County Sheriff's Office is recommending that the Board authorize enter into a lease agreement to rent twenty (20) parking spaces from 400 Hamburg Turnpike LLC for vehicle overflow parking at 400 Hamburg Turnpike in Wayne, New Jersey, in the amount of two thousand dollars (\$2,000.00), per month, for an annual total of twenty-four thousand dollars (\$24,000.00) for the period beginning of January 1, 2026, and ending on December 31, 2026, contingent on the 2026 budget; and

**WHEREAS**, funds are available in Account No.: 6-01-22-130-002-213, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in 2026 and/or subsequent years' County budget(s), which is attached to and made part of this Resolution; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:12-4, that the Board of County Commissioners of the County of Passaic authorizes the execution of the lease agreement between with 400 Hamburg Turnpike, LLC, which is attached and made a part of this Resolution, in the amount of two thousand dollars (\$2,000.00), per month, for an annual total of twenty-four thousand dollars (\$24,000.00) for the period beginning of January 1, 2026, and ending on December 31, 2026.

**LET IT BE FURTHER RESOLVED** that the Clerk to the Board, County Administrator, County Counsel, and the Director of the Board are authorized to take any other steps necessary to carry out the purpose of this Resolution, including executing a lease agreement in connection with the terms of this Resolution.

KJB

December 9, 2025

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$24,000.00

APPROPRIATION: \*Contingent upon availability of funds in 2026 adopted budget

PURPOSE: Authorize enter into a lease agreement to rent twenty (20) parking spaces from 400 Hamburg Turnpike LLC for vehicle overflow parking at 400 Hamburg Turnpike in Wayne, New Jersey.



---

Richard Cahill, Director of Finance

DATED: December 9, 2025

County of Passaic  
Board of County Commissioners



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN  
RUSSIA OR BELARUS**

SHORT DESCRIPTION 400 HAMBURG TURNPIKE LLC

REQUISITION No./CONTRACT No. LEASE AGREEMENT 2026

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency, including a local government agency, for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the County of Passaic finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CERTIFICATION**

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

- A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.
- OR
- C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

(Attach Additional Sheets if Necessary.)

*Bernard Thomas Jr.*  
Signature of Vendor's Authorized Representative

Bernard Thomas Jr. Sole Proprietor  
Print Name and Title of Vendor's Authorized Representative

400 Hamburg Turnpike, LLC  
Vendor's Name

8 Chimney Lane  
Vendor's Address (Street Address)

Wayne, NJ 07470  
Vendor's Address (City/State/Zip Code)

11-21-25  
Date

320-124-451  
Vendor's FEIN, EIN or FTIN

973 942 4500  
Vendor's Phone Number

973 942 4558  
Vendor's Fax Number

bwtthomas@gmail.com  
Vendor's Email Address

**Definitions:**

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

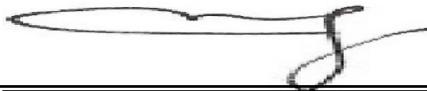
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION EXERCISING THE FIRST ONE YEAR OPTION UNDER THE CONTRACT WITH TRACK GROUP FOR GPS MONITORING FOR THE PASSAIC COUNTY HUMAN SERVICES DEPARTMENT AND THE PASSAIC COUNTY JAIL, RFP-24-002, PURSUANT TO N.J.S.A. 40A:11-4.1, ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 SHERIFF'S OFFICE

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/5/2025
Adopted Date	
Agenda Item	81.
CAF#	
Purchase Req. #	
Result	

Law and Public Safety

COMMITTEE NAME

**RESOLUTION EXERCISING THE FIRST ONE YEAR OPTION UNDER THE CONTRACT WITH TRACK GROUP FOR GPS MONITORING FOR THE PASSAIC COUNTY HUMAN SERVICES DEPARTMENT AND THE PASSAIC COUNTY JAIL, RFP-24-002, PURSUANT TO N.J.S.A. 40A:11-4.1, ET SEQ.**

**WHEREAS**, the County of Passaic (hereinafter the “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereinafter the “Board”) is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, N.J.S.A. 40A:11-4.1 authorizes the County to utilize competitive contracting in lieu of public bidding for procurement of specialized goods and services, the price of which exceeds the bid threshold; and

**WHEREAS**, N.J.S.A. 40A:11-4.1(m) specifically authorizes the County to utilize competitive contracting to hire a vendor to perform consulting services; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4.3, the Board approved Resolution No. R-12-557 on July 17, 2012, authorizing competitive contracting for Continuous Electronic Monitoring Services; and

**WHEREAS**, thereafter the Purchasing Agent issued RFP-24-002 GPS Electronic Monitoring for the Passaic County Human Services Department and the Passaic County Jail (hereinafter “RFP-24-002”), responses which were opened on November 1, 2023; and

**WHEREAS**, on December 12, 2023, the Board passed Resolution No. R-23-1189, authorizing an award of contract to Track Group, Inc. under RFP-24-002 for a two (2) year period commencing January 1, 2024 and expiring December 31, 2025, with three (3) one-year options to renew, in the annual amount of twenty-five thousand dollars (\$25,000.00); and

**WHEREAS**, the Passaic County Sheriff’s Office is now recommending that the Board exercise the first one-year option under the contract with Track Group, Inc., for a term commencing January 1, 2026 and expiring December 31, 2026, in the annual amount not to exceed fifteen thousand dollars (\$15,000.00); and

**WHEREAS**, funds are available in any account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2026 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the December 2, 2025 meeting of the Law and Public Safety Committee and is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-4.1 et seq., the Board of County Commissioners of the County of Passaic hereby exercises the first one-year option under the contract with Track Group, Inc., under RFP-24-002, for a term commencing January 1, 2026 and expiring December 31, 2026, in an amount not to exceed fifteen thousand dollars (\$15,000.00).

**LET IT BE FURTHER RESOLVED**, the Clerk of the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract to Track Group, and maintain a copy of the resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, and Director of the Board of County Commissioners are authorized to execute an agreement and take any other steps necessary to carry out the purpose of this resolution.



CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$15,000.00

APPROPRIATION: \*Contingent upon availability of funds in 2026 adopted budget

PURPOSE: Award contract to Track Group, Inc. for GPS Electronic Monitoring for the Passaic County Human Services Department and the Passaic County Jail.

  
\_\_\_\_\_  
Richard Cahill, Director of Finance

DATED: December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

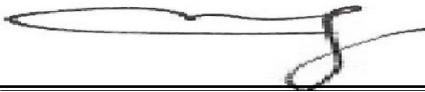
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION EXERCISING THE SECOND OPTION YEAR WITH VARIOUS VENDORS TO RENEW TOWING AND STORAGE SERVICES FOR PASSAIC COUNTY'S DEPARTMENTS AND INSTITUTIONS, AS PER RFP-24-009, PURSUANT TO N.J.S.A. 40A:11-4.1, ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 SHERIFF'S OFFICE

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/5/2025
Adopted Date	
Agenda Item	82.
CAF#	
Purchase Req. #	
Result	

Law and Public Safety

COMMITTEE NAME

**RESOLUTION EXERCISING THE SECOND OPTION YEAR WITH VARIOUS VENDORS TO RENEW TOWING AND STORAGE SERVICES FOR PASSAIC COUNTY'S DEPARTMENTS AND INSTITUTIONS, AS PER RFP-24-009, PURSUANT TO N.J.S.A. 40A:11-4.1, ET SEQ.**

**WHEREAS**, the County of Passaic (the "County") is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (the "Board") is vested with managing the property, finances, and affairs of the County; and

**WHEREAS**, N.J.S.A. 40A:11-4.1 authorizes the County to utilize competitive contracting in lieu of public bidding for procurement of specialized goods and services, the price of which exceeds the bid threshold; and

**WHEREAS**, N.J.S.A. 40A:11-4.1(i) specifically authorizes the County to utilize competitive contracting to hire a vendor to perform services that are exempt under N.J.S.A. 40A:11-5, including towing services; and

**WHEREAS**, on November 21, 2023, the Board approved Resolution No. R-23-1094, authorizing competitive contracting for towing and storage services pursuant to N.J.S.A. 40A:11-4.3; and

**WHEREAS**, on March 12, 2024, the Board adopted R-24-225 authorizing an award of contract to the various vendors for towing and storage services under RFP-24-009, on a rotating basis in the region, for one (1) year period beginning March 1, 2024, and ending on February 28, 2025, with two (2), one-year options to renew services:

REGION 1 (Passaic, Clifton and Woodland Park):

- Essex County Recovery Bureau
- Raineri's Services Station, Inc.
- City Wide Towing, Inc.
- JML Inc. d/b/a J&M Towing

REGION 2 (Paterson, Prospect Park and Totowa):

- Essex County Recovery Bureau
- City Wide Towing, Inc.
- JML Inc. d/b/a J&M Towing
- Camp Auto & Truck Parts, Inc.

REGION 3 (Wayne, Pompton Lakes and Little Falls):

- Essex County Recovery Bureau
- City Wide Towing, Inc.
- JML Inc. d/b/a J&M Towing
- Camp Auto & Truck Parts, Inc.

REGION 4 (Hawthorne, Haledon and North Haledon):

- Essex County Recovery Bureau
- City Wide Towing, Inc.
- Raven Towing & Recovery
- Camp Auto & Truck Parts, Inc.

REGION 5 (West Milford, Ringwood, Wanaque and Bloomingdale):

- Essex County Recovery Bureau
- Camp Auto & Truck Parts, Inc.

**WHEREAS**, on December 30, 2024, the Board passed Resolution No. R-24-1250, exercising the first option year for the contracts under RFP-24-009, in a total amount not to exceed twenty-two thousand five hundred dollars (\$22,500.00) for the option term commencing March 1, 2025 and expiring February 28, 2026; and

**WHEREAS**, the Passaic County Sheriff's Office now recommends that the Board exercise the second option year to renew the contracts under RFP-24-009 with the various vendors for an estimated amount of sixty-two thousand five hundred dollars (\$62,500), contingent on 2026 budget, for a term commencing March 1, 2026 and expiring February 28, 2027; and

**WHEREAS**, the Passaic County Sheriff's Office recommends further that the following departments be certified with the amounts specified:

Passaic County Road Department - \$50,000  
Passaic County Prosecutor's Office - \$7,500.00  
Passaic County Sheriff's Office - \$5,000.00; and

**WHEREAS**, this matter was discussed at the December 2, 2025 meeting of the Law and Public Safety Committee, and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-4.1 et seq., the Board of County Commissioners for the County of Passaic hereby exercise second option year to renew the Towing and Storage Services for Passaic County's Departments and Institutions with the vendors referenced herein, pursuant to RFP 24-009, for an estimated amount of sixty-two thousand five hundred dollars (\$62,500.00), contingent on 2026 budget:

REGION 1 (Passaic, Clifton and Woodland Park):

- Essex County Recovery Bureau
- Raineri's Services Station, Inc.
- City Wide Towing, Inc.
- JML Inc. d/b/a J&M Towing

REGION 2 (Paterson, Prospect Park and Totowa):

- Essex County Recovery Bureau
- City Wide Towing, Inc.
- JML Inc. d/b/a J&M Towing
- Camp Auto & Truck Parts, Inc.

REGION 3 (Wayne, Pompton Lakes and Little Falls):

- Essex County Recovery Bureau
- City Wide Towing, Inc.
- JML Inc. d/b/a J&M Towing
- Camp Auto & Truck Parts, Inc.

REGION 4 (Hawthorne, Haledon and North Haledon):

- Essex County Recovery Bureau
- City Wide Towing, Inc.
- Raven Towing & Recovery
- Camp Auto & Truck Parts, Inc.

REGION 5 (West Milford, Ringwood, Wanaque and Bloomingdale):

- Essex County Recovery Bureau
- Camp Auto & Truck Parts, Inc.

**LET IT BE FURTHER RESOLVED**, the Clerk of the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract to these vendors, and maintain a copy of the resolution on file and available for public inspection in the Office of the Clerk to the Board.

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, and Director of the Board of County Commissioners are authorized to execute an agreement and take any other steps necessary to carry out the purpose of this resolution.

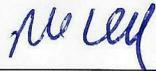
CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$62,500.00

APPROPRIATION: \*Contingent upon availability of funds in 2026 adopted budget

PURPOSE: Award contracts to Essex County Recovery Bureau, Raineri's Services Station, Inc., City Wide Towing, Inc., JML Inc. d/b/a J&M Towing, Camp Auto & Truck Parts, Inc. and Raven Towing & Recovery for Towing and Storage Services for Passaic County's Departments and Institutions.



---

Richard Cahill, Director of Finance

DATED: December 9, 2025

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
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 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE ADDITION OF \$75,000.00 TO T&M ASSOCIATES TO COMPLETE AN UPDATE OF THE PASSAIC COUNTY PARKS, RECREATION, AND OPEN SPACE MASTER PLAN, PURSUANT TO N.J.S.A. 40A:11-5 ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 PLANNING AND ECONOMIC  
 DEVELOPMENT

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REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	83.
CAF#	
Purchase Req. #	
Result	

Planning and Economic Development

COMMITTEE NAME

**RESOLUTION AUTHORIZING THE ADDITION OF \$75,000.00 TO T&M ASSOCIATES TO COMPLETE AN UPDATE OF THE PASSAIC COUNTY PARKS, RECREATION, AND OPEN SPACE MASTER PLAN, PURSUANT TO N.J.S.A. 40A:11-5 ET SEQ.**

**WHEREAS**, the County of Passaic (hereafter “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners for the County of Passaic (hereafter “Board”) are vested with decision making powers on behalf of the County; and

**WHEREAS**, the Department of Planning and Economic Development (hereafter “Department”) facilitates the development and redevelopment of communities that offer citizens a high quality of life by meeting their needs for employment, affordable housing, efficient transportation, and access to leisure, recreational and cultural opportunities; and

**WHEREAS**, on July 15, 2025, the Board passed Resolution No. R-25-686 authorizing an award of contract to T&M Associates in an amount not to exceed seventy-five thousand dollars (\$75,000.00), to complete an update of the Passaic County Parks, Recreation, and Open Space Master Plan; and

**WHEREAS**, on September 9, 2025, the Board passed Resolution No. R-25-867 amending Resolution No. R-25-686 to reflect that T&M Associates was qualified under RFQ-25-058; and

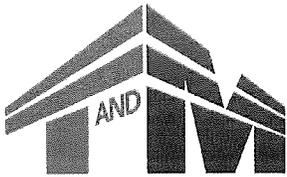
**WHEREAS**, the Department wishes to add seventy-five thousand dollars (\$75,000.00) to Purchase Order #25-05040, to T&M Associates for the Passaic County Open Space Master Plan Update, for a total amount of one hundred and fifty thousand dollars (\$150,000.00) as reflected in the original fee proposal attached hereto and made part of this resolution; and

**WHEREAS**, this matter was discussed at the November 25, 2025, meeting of the Planning and Economic Development Committee and is being recommended to the Passaic County Board of County Commissioners for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5, the Board of County Commissioners of the County of Passaic is authorizing an addition of seventy five thousand dollars (\$75,000.00) to T&M Associates for professional services to complete an update of the Passaic County Parks, Recreation and Open Space Master Plan, as recommended by the Director of Planning.

ZMQ

December 9, 2025



YOUR GOALS. OUR MISSION.

PASCOH-25011

June 14, 2025

Andras Holzmann, AICP, PP (Via Email to: [andrash@passaiccountynj.org](mailto:andrash@passaiccountynj.org))  
Director of Planning  
401 Grand Street, Room 417  
Paterson, NJ 07505

**Re: Proposal for Professional Services:  
Update of the Passaic County Parks, Recreation and Open Space Master Plan**

Dear Mr. Holzmann:

T&M Associates (T&M) is pleased to submit this proposal for professional services to prepare an update to the County of Passaic's Parks, Recreation and Open Space Master Plan. Our firm completed the original Parks, Recreation and Open Space Master Plan in 2014, and is excited about the prospect of preparing an update for the County.

The preparation of an updated Parks, Recreation and Open Space Master Plan will be led by T&M's Planning Group Manager, Caroline Reiter, AICP, PP. Ms. Reiter will be the County's primary point of contact throughout the project and participate in all public meetings.

The following Project Understanding and Scope of Services are based on our understanding of the Request for Proposal (RFP) issued by the County Administrator via email on May 22, 2025.

### **PROJECT UNDERSTANDING**

The County of Passaic is seeking a qualified consultant to prepare an updated Parks, Recreation and Open Space Master Plan. The updated Parks, Recreation and Open Space Master Plan shall be prepared in accordance with the requirements of N.J.A.C. 7:36-1 et seq., approved by the Green Acres Program of the New Jersey Department of Environmental Protection, and adopted by the Passaic County Planning Board. The project shall be complete within twelve (12) months of authorization.

### **SCOPE OF SERVICES**

To achieve the County's objectives, we propose the following scope of services:

#### **UPDATE OF PARKS, RECREATION AND OPEN SPACE MASTER PLAN**

T&M Associates will prepare an update to the Passaic County Parks, Recreation and Open Space Master Plan. Conformant with the requirements of the Green Acres Program of the New Jersey Department of Environmental Protection, the update will contain eleven (11) components, as follows:

- <sup>13</sup> **Executive Summary** – The Executive Summary will describe the purpose of the Parks, Recreation and Open Space Master Plan, and outline the process employed in its preparation. It will summarize significant findings about the County's open space and recreation needs; strategic actions proposed to effectively meet said needs; and the measures taken to facilitate public engagement and outreach in developing the updated Parks, Recreation and Open Space Master Plan.
- <sup>14</sup> **Community Profile** – The Community Profile will broadly describe the County's physical location and geography, as well as its historical development and key demographic indicators, including but not limited to population size; population density; population age structure and recent trends; anticipated population development; and income



**Le: Andras Holzmann, AICP, PP  
Planning Director, Passaic County Department of Planning and Economic Development**

**Re: Proposal for Update of the Passaic County Parks, Recreation and Open Space Master Plan**

and economic characteristics. Additionally, the Community Profile will identify any “Overburdened Communities” as defined in New Jersey’s Environmental Justice Law (P.L. 2020, c. 92) and associated regulations (N.J.A.C. 7:1C et seq.). Please note that the Community Profile will not only provide a county-level summary, but also municipal-level summaries for each of the County’s 16 constituent municipalities.

<sup>58</sup> History of Open Space Funding in Passaic County — This component of the Parks, Recreation and Open Space Master Plan will provide an overview of the County’s Open Space, Farmland, and Historic Preservation Trust Fund, including its establishment and associated levies and expenditures. Other local, County, State, federal and non-profit open space funding sources will also be reviewed in terms of their availability and how they were leveraged to support the management, development, operation and expansion of Passaic County’s parks, recreation and open space areas. Among the other open space funding sources that will be reviewed is the Planning Incentive Grant of the New Jersey Department of Environmental Protection’s Green Acres Program and how it has been leveraged within Passaic County.

<sup>59</sup> Recreation and Open Space Inventory — The updated Parks, Recreation and Open Space Master Plan will include a detailed inventory of lands and waters that are available to the community and: 1) are available for active or passive recreation; 2) are maintained as conservation areas dedicated to the preservation of natural and cultural resources; or 3) provide access to inland water bodies. While this inventory will rely on digital geographic data from a variety of public sources to identify the acreage and location of all recreation and open space areas within the County, it will only provide detailed descriptions for each property under County jurisdiction.

<sup>60</sup> Public Engagement and Public Hearing — The updated Parks, Recreation and Open Space Master Plan will provide a summary of the public engagement process that informed its development. As described later in this proposal, this process will include public engagement and outreach from the early stages of the project and culminate in a public hearing on the adoption of the updated Parks, Recreation and Open Space Master Plan.

<sup>61</sup> Goals and Policies — A detailed set of planning goals for the management, development, operation and expansion of Passaic County’s parks, recreation and open space areas will be provided in the updated Parks, Recreation and Open Space Master Plan. The goals will be developed in coordination with the client and with the benefit of public engagement and information resulting from review of existing planning and related documents from a variety of sources. The goals, which will be focused on the ten-year period from adoption of the updated Parks, Recreation and Open Space Master Plan, will be accompanied by policies to support their attainment. Please note that, consistent with the County’s Request for Proposals, a key goal of the updated Parks, Recreation and Open Space Master Plan will be to identify expansion opportunities to grow the Passaic County Park system within each of the County’s 16 constituent municipalities.

<sup>62</sup> Environmental Analysis — An environmental analysis of public and private land and water resources where there is potential to provide open space benefits or recreation opportunities will be provided in the updated Parks, Recreation and Open Space Master Plan. The environmental analysis will be prepared with the benefit of the New Jersey Conservation Blueprint, which is a data-driven, interactive mapping tool that facilitates access to a variety of data for land preservation planning in New Jersey; documentation of the New Jersey Department of Environmental Protection’s Blue Acres Program; the latest flood hazard mapping of the Federal Emergency Management Agency; and a variety of other information sources. It will result in the identification and mapping of actionable projects and expansion opportunities for the Passaic County Park System, which are aimed at:

- Creating linear greenways to promote connectivity between parks, recreation and open space areas;



**Le: Andras Holzmann, AICP, PP  
Planning Director, Passaic County Department of Planning and Economic Development**

**Re: Proposal for Update of the Passaic County Parks, Recreation and Open Space Master Plan**

- Meeting conservation objectives, such as protection of water resources, forest area, and wildlife habitat and corridors;
- Promoting climate resilience, particularly flood attenuation and mitigation of urban heat island effects through such measures as conservation and the provision of green infrastructure;
- Promoting climate change mitigation, particularly through carbon sequestration through the preservation of forest cover;
- Meeting community land use objectives, such as the preservation of open space that buffers or defines developed areas of the County, scenic view corridors and distinctive landscape features, or open space with development-limiting characteristics; and
- Providing additional public access to inland waters through measures including but not limited to the expansion of Dundee Island Park in the City of Passaic and the development of a riverfront park in the City of Paterson.

Please note that the Environmental Analysis will include cost estimates and a step-by-step implementation approach for each project and expansion opportunity.

**Recreational Facilities Assessment** — The updated Parks, Recreation and Open Space Master Plan will include a detailed recreational facilities assessment. The purpose of this assessment is to determine the adequacy of the Passaic County Park System to satisfy the existing and future open space and recreation needs of the County. It will thoroughly examine:

- Existing recreational facilities in the Passaic County Park System, including their acreage, location, natural features, improvements, and condition;
- Current recreational activity levels and participation patterns in the park system, based on information gleaned from activity permits/licenses issued, existing planning and related documents, surveys conducted as part of public engagement and outreach (see below), and other sources;
- Changes that will impact the future need for the Passaic County Park System, such as anticipated population and age structure, land use trends and characteristics, income characteristics and trends, and regional and national trends in leisure and recreation activities;
- Recreational facility needs for Passaic County overall and for specific areas within Passaic County, based on population distribution and user groups, including Overburdened Communities. The examination of recreational facility needs will be coordinated with identified changes that will impact the future need for the Passaic County Park System (discussed above); and
- Additional land and water areas needed for the expansion of the Passaic County Park System, as well as the need for new or rehabilitated facilities within existing areas of the Passaic County Park System, which are necessary to meet the current and future needs of the County.

**Land Use Planning Context** — The updated Parks, Recreation and Open Space Master Plan will include a discussion of the land use planning context of the County's conservation and planning efforts. As part of this discussion, each document or other resource reviewed will be identified and, where relevant, an analysis of the updated Parks, Recreation and Open Space Master Plan's consistency with it will be provided. Examples or documents and resources to be reviewed include but are not limited to:



**Le: Andras Holzmann, AICP, PP  
Planning Director, Passaic County Department of Planning and Economic Development**

**Re: Proposal for Update of the Passaic County Parks, Recreation and Open Space Master Plan**

- New Jersey State Development and Redevelopment Plan;
- Highlands Regional Master Plan and other special area master plans;
- New Jersey Conservation Blueprint;
- Approved municipal public access plans;
- County and municipal land use plans;
- Municipal open space and recreation plans;
- Regional trail plans;
- Redevelopment plans;
- Zoning, subdivision and other development regulations, including the use of planning techniques that encourage open space preservation, such as Transfer of Development Rights (TDR), mandatory clustering, non-contiguous clustering, and lot size averaging;
- New Jersey Comprehensive Statewide Historic Preservation Plan: 2023-2028;
- New Jersey's Global Warming Response Act 80x50 Report: Evaluating Our Progress and Identifying Pathways to Reduce Emissions 80% by 2050;
- Furthering the Promise: A Guidance Document for Advancing Environmental Justice Across State Government; and
- "Outside, Together!", which is the State of New Jersey's Comprehensive Outdoor Recreation Plan.

Please note that this discussion of the land use planning context of the County's conservation and planning efforts will be informed through engagement and outreach to, among others:

- Relevant local interest groups active within Passaic County;
- Residents of Passaic County;
- Current and potential users of the Passaic County Park System;
- Representatives from Healthy Community Planning NJ; and
- Municipal, County, and State government officials and commissions (e.g., recreation staff and advisory boards, environmental commissions, historic preservation committees, and open space and recreation committees and advisory boards).

• Action Plan – A detailed action plan will be provided. The Action Plan will establish criteria to prioritize projects and steps to be taken to meet the goals and implement the policies of the updated Parks, Recreation and Open Space Master Plan. The Action Plan is intended to function as a roadmap for the management, development, operation and expansion of the Passaic County Park System. It will be developed with consideration of all other components of the updated Parks, Recreation and Open Space Master Plan, and tempered against available financial resources for its implementation. In addition, the Action Plan will identify criteria and projects to focus the County's preservation efforts. Criteria for acquisition will reference specific recreation or resource protection goals and needs, with an emphasis on growing the Passaic County Park system within each of the County's 16 constituent municipalities.



**Le: Andras Holzmann, AICP, PP  
Planning Director, Passaic County Department of Planning and Economic Development**

**Re: Proposal for Update of the Passaic County Parks, Recreation and Open Space Master Plan**

<sup>64</sup> Comprehensive Open Space System Map – The updated Parks, Recreation and Open Space Master Plan will include a Comprehensive Open Space System Map, which shows the existing Passaic County Park System and targeted expansion areas. Facility-level detail maps will also be provided.

### **PUBLIC ENGAGEMENT AND OUTREACH**

The updated Parks, Recreation and Open Space Master Plan will be prepared with the benefit of public engagement and outreach. Our proposal includes the following engagement and outreach activities:

<sup>65</sup> Stakeholder Meetings – T&M will work with the client to identify stakeholder groups and conduct up to three (3) stakeholder meetings. To maximize cost efficiency and boost participation, these meetings will be conducted virtually via Microsoft Teams or another format acceptable to the client. At the conclusion of each meeting, a summary memorandum of key findings will be provided for the client's review.

<sup>66</sup> Attendance at Community Events – T&M will attend up to three (3) community events to be identified in coordination with the client. These types of events provide a valuable opportunity to interface with the public and solicit project input. Included with our participation is the preparation of any display boards and associated materials.

<sup>67</sup> Descriptive Survey – The preparation of the updated Parks, Recreation and Open Space Master Plan will be informed by a descriptive survey of Passaic County residents and Passaic County Park System users. The overall goal of this survey will be to gain insight to the recreation and open space needs, habits and desires of these populations. The survey will be administered online by T&M and in paper format to be distributed by the County. While it is envisioned that this survey will be administered in English and Spanish, customized translations into additional languages can be provided .

<sup>68</sup> Project Webpage – T&M will assist the County in developing text and graphics for a project webpage to be maintained by the client. We note that the County's Internet site includes automated translation into multiple languages, including but not limited to Spanish and Arabic. We assume that continued use of the automated translation facility of the County's Internet site is acceptable. However, should the County require otherwise, customized translations into additional languages can be provided . Please note that our proposal assumes that the County will lead efforts related to the development and maintenance of the project webpage.

<sup>69</sup> Social Media – T&M will assist the County in developing text and graphics for social media posts on accounts of Passaic County. We assume these posts will be provided in English. However, should the County require otherwise, customized translations into additional languages can be provided . Please note that our proposal assumes that the County will lead all efforts related to social media posts about the project.

<sup>70</sup> Direct Mail – T&M will assist the County in developing layout, text and graphics for any direct mailings related to the preparation of the updated Parks, Recreation and Open Space Master Plan. We assume these mailings will be made in English. However, should the County require otherwise, customized translations into additional languages can be provided in accordance with our current professional services agreement with the County. Please note that our proposal assumes that the County will lead all efforts related to direct mailings about the project.

<sup>71</sup> Public Meetings – To maintain eligibility for funding from the Green Acres Program of the New Jersey Department of Environmental Protection, there must be two (2) public meetings associated with the preparation of the updated Parks, Recreation and Open Space Master Plan. To minimize cost to the County, T&M's proposal



**Le:** Andras Holzmann, AICP, PP  
Planning Director, Passaic County Department of Planning and Economic Development

**Re:** Proposal for Update of the Passaic County Parks, Recreation and Open Space Master Plan

assumes that Passaic County staff will facilitate all aspects of these meetings. Nonetheless, we recommend that the two (2) public meetings be held as follows:

Meeting One – The first public meeting should be held in conjunction with a scheduled meeting of the Passaic County Planning Board or at another venue to be determined in coordination with the client. This meeting should be held within three (3) months of the project start and provide the public with an opportunity to learn about the project, share their experiences with the Passaic County Park System, and provide valuable input on the project.

Meeting Two – The second public meeting should be the public hearing for adoption of the updated Parks, Recreation and Open Space Master Plan by the Passaic County Planning Board. At this meeting, the final draft plan for adoption should be presented and the public should be provided with an opportunity to provide comment before formal action to adopt the plan is taken. This meeting should be held within twelve (12) months from the project start.

While not included in our proposal, we note that T&M could attend and facilitate any aspect of the foregoing public meetings at an additional cost in accordance with our current professional services agreement with the County.

## FINAL DELIVERABLE

The final deliverable is the updated Parks, Recreation and Open Space Master Plan. Our proposal includes the following:

- <sup>89</sup> Parks, Recreation and Open Space Master Plan (Draft for Adoption) – One (1) digital copy in PDF format and twelve (12) printed copies.
- <sup>90</sup> Parks, Recreation and Open Space Master Plan (Final Adopted Copy) – One (1) digital copy in PDF format and twelve (12) printed copies.
- <sup>91</sup> Digital Mapping Files – One (1) digital archive containing all GIS maps included in the Parks, Recreation and Open Space Master Plan (Final Adopted Copy). The archive will contain copies of all GIS maps in PDF, ArcGIS Pro Project, and Map Package format, as well as all associated digital geographic data (e.g., shapefiles, GeoTIFFs).

Interim deliverables as described in our Scope of Services will be provided in digital format upon completion.

Should additional printed copies of deliverables be required, they will be provided at an additional cost in accordance with our current professional services contract with the County.

## ASSUMPTIONS AND EXCLUSIONS

The following assumptions and exclusions have been made in the preparation of this proposal:

- <sup>92</sup> Any professional services not listed in the Scope of Services of this proposal are excluded;
- <sup>93</sup> The County will provide copies of existing planning and related documents and other materials, including but not limited to records of activity permits/licenses issued to users of the Passaic County Park System;
- <sup>94</sup> When customized translations into languages other than English are required, a maximum of two (2) additional languages will be used;
- <sup>95</sup> The County will be responsible for printing and postage of any direct mailings;



**Le: Andras Holzmann, AICP, PP  
Planning Director, Passaic County Department of Planning and Economic Development**

**Re: Proposal for Update of the Passaic County Parks, Recreation and Open Space Master Plan**

- 20 All stakeholder meetings will be conducted virtually via Microsoft Teams or another format acceptable to the client;
- 21 All project status meetings and similar discussions with the client shall be conducted virtually via Microsoft Teams or another format acceptable to the client;
- 22 The client shall lead efforts related to the project webpage, social media and direct mail, with assistance as described in this proposal to be provided by T&M;
- 23 The client shall be responsible for all aspects of public meetings; and
- 24 The client shall be responsible for required legal notices of public meetings/hearings.

### **FEE PROPOSAL AND SCHEDULING**

We propose a lump sum fee of **\$150,000** to be billed on a monthly basis. This fee is broken down as follows:

- 25 Community Profile, History of Open Space Funding, Recreation and Open Space Inventory: \$23,700
  - 26 These components are to be completed within three (3) months from the project start.
- 27 Public Engagement: \$26,950
  - 28 Public engagement will occur throughout the course of the project.
  - 29 The public hearing is to be held within twelve (12) months from project start.
- 30 Goals and Policies, Environmental Analysis: \$35,650
  - 31 These components are to be completed within nine (9) months from the project start.
- 32 Recreational Facilities Assessment, Land Use Planning Analysis, Comprehensive Open Space System Map, Action Plan, Executive Summary, Final Report: \$59,200
  - 33 These Recreational Facilities Assessment, Action Plan and Executive Summary are to be completed within eleven (11) months from the project start.
  - 34 The public hearing is to be held within twelve (12) months from project start.
- 35 Anticipated Fees (e.g., Translation Services, Mileage, Printing): \$4,500

Our firm has extensive experience in working with Passaic County and other counties throughout the State of New Jersey, and we are prepared to move forward upon formal authorization to provide the services as described above.



**Le: Andras Holzmann, AICP, PP  
Planning Director, Passaic County Department of Planning and Economic Development**

**Re: Proposal for Update of the Passaic County Parks, Recreation and Open Space Master Plan**

We thank you for the opportunity to submit this proposal. Please feel free to contact us with any questions regarding this proposal.sss

Very Truly Yours,

A handwritten signature in black ink, appearing to read 'Robert R. Keady, Jr.', written over a horizontal line.

Robert R. Keady, Jr., PE, CME  
Senior Vice President

[rkeady@tandmassociates.com](mailto:rkeady@tandmassociates.com)  
732.865.9480

A handwritten signature in black ink, appearing to read 'Caroline Z. Reiter', written over a horizontal line.

Caroline Z. Reiter, AICP, PP  
Planning Group Manager

[creiter@tandmassociates.com](mailto:creiter@tandmassociates.com)  
973-859-5291

cc: Matthew Jordan, Esq., County Administrator ([matthewj@passaiccountynj.org](mailto:matthewj@passaiccountynj.org))  
Kelly Ruffel, Director, Department of Cultural and Historic Affairs ([kellyr@passaiccountynj.org](mailto:kellyr@passaiccountynj.org))  
John Cimino, T&M Associates ([jcimino@tandmassociates.com](mailto:jcimino@tandmassociates.com))

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING A HOLD HARMLESS AGREEMENT BETWEEN THE COUNTY OF PASSAIC AND JUAN ABREU FOR PROPERTY LOCATED AT 170-174 HAZEL STREET, CLIFTON, NEW JERSEY, BLOCK 16.13, LOT 15.

THIS RESOLUTION WAS REQUESTED BY:  
 PLANNING AND ECONOMIC  
 DEVELOPMENT

---

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	84.
CAF#	
Purchase Req. #	
Result	

Planning and Economic Development

COMMITTEE NAME

**RESOLUTION AUTHORIZING A HOLD HARMLESS AGREEMENT BETWEEN THE COUNTY OF PASSAIC AND JUAN ABREU FOR PROPERTY LOCATED AT 170-174 HAZEL STREET, CLIFTON, NEW JERSEY, BLOCK 16.13, LOT 15.**

**WHEREAS**, the Passaic County Department of Planning and Economic Development is in receipt of a proposed Agreement (attached hereto) by and between the County of Passaic (hereafter “County”) and Juan Abreu (hereafter “Applicant”) to subdivide real property on a Passaic County roadway located at 170-174 Hazel Street in Clifton, NJ; and

**WHEREAS**, Applicant applied to the Passaic County Planning Board (hereafter “Board”) under File No. SU-25-010, originally dated April 25, 2024, revised on August 4, 2025, prepared by Thomas G. Stearns, III, P.E., was submitted to the Board and received a review letter (hereafter “Subdivision Review Letter”), attached hereto, withholding approval of the application subject to certain terms and conditions as set forth therein; and

**WHEREAS**, the slope of the Applicant’s and Property Owner’s driveway is graded in such a manner that all stormwater, silt, and debris would flow away from the County right-of-way; and

**WHEREAS**, in lieu of requiring modifications to the driveway, the Board has required the Applicant to enter into an agreement with the County holding the County harmless for all stormwater, silt, and debris that enters the Applicant’s property from the County right-of-way; and

**WHEREAS**, the Agreement is required due to the slope of the driveway along Hazel Street (CR 702), a County road; and

**WHEREAS**, the Agreement has been reviewed by County staff and deemed acceptable; and

**WHEREAS**, the Agreement, the most recent Subdivision Review Letter, and Subdivision Plat are all attached to this request; and

**WHEREAS**, this matter was discussed at the November 25, 2025, meeting of the Planning and Economic Development Committee and is being recommended to the Passaic County Board of County Commissioners for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED**, by the Passaic County Board of County Commissioners that the County Commissioner Director and Clerk of the Board be and are hereby authorized to execute the attached Agreement by and between the County of Passaic and Juan Abreu, as set forth above.

JDP

December 9, 2025

## AGREEMENT

THIS AGREEMENT, made on November 10, 2025, between, Juan Abreu ("Applicant") with an address at 174 Hazel st Clifton NJ 07011 and Passaic County ("County"), with an address at 401 Grand Street, Room 417, Paterson, New Jersey 07505 ("Applicant" and "County" collectively referred to as the "Parties").

### WITNESS:

WHEREAS, Applicant filed an Application (File# SU-25-010) for Minor Subdivision Approval ("Application") to subdivide real property on a Passaic County roadway located at 170-174 Hazel Street, Clifton, New Jersey, Block 16.13, Lot 15 ("Project"); and

WHEREAS, a Subdivision Plat, originally dated April 25, 2024, revised on August 4, 2025 ("Subdivision Plat"), prepared by Thomas G. Stearns, III, P.E., was submitted to the Passaic County Planning Board ("County Board"), received a review letter ("Subdivision Review Letter") withholding approval of the application, subject to certain terms and conditions set forth therein; and

WHEREAS, the slope of the Applicant's driveways are graded in such a manner that all stormwater, silt, and debris would flow away from the County right-of-way; and

WHEREAS, in lieu of requiring modifications to the driveways, the County Board required the Applicant to enter into an agreement to protect and hold the County harmless for any and all damage caused to Applicant's Property in connection with any stormwater, silt, or debris that enters the Applicant's Property from the County right-of-way; and

WHEREAS, the Applicant submits this Agreement to comply with the terms of the Subdivision Review Letter.

NOW, THEREFORE, for good and valuable consideration received by Applicant, and for further good cause, Applicant herewith agrees to the following:

1. The Applicant waives any and all claims against the County of Passaic for any and all damage to Applicant's Property that may be caused by any stormwater, silt, or debris that enters the Applicant's Property from the County right-of-way.
2. The Applicant shall indemnify and hold the County harmless for any and all claims against the County of Passaic for any and all damage to Applicant's Property that may be caused by any stormwater, silt, or debris that enters the Applicant's Property from the County right-of-way.
3. This Agreement shall inure to the benefit of and be binding upon the Parties hereto, their heirs, personal representative, successors and assigns and shall be a covenant that runs with the land described above and this Agreement shall be recorded in the office of the Passaic County Clerk's Office.

4. This Agreement shall be governed by the Laws of the State of New Jersey and shall only be amended in writing signed by all Parties.

**Witness:**

  
Name: Kathleen Tapiro  
Title: wife

**Applicant:**

  
By: Juan Abreu  
Name: \_\_\_\_\_  
Title: owner

**COUNTY OF PASSAIC**

\_\_\_\_\_  
Name: Louis E. Imhof III  
Title: Clerk to the Board

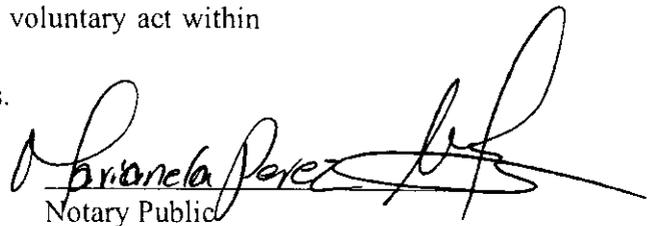
By: \_\_\_\_\_  
Name: Pat Lepore  
Title: County Commissioner Director

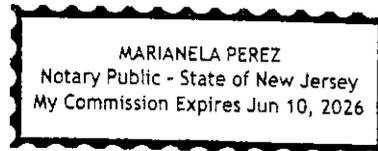
RECORD AND RETURN TO:  
OFFICE OF THE COUNTY COUNSEL  
401 GRAND STREET, ROOM 214  
PATERSON, NJ 07505

STATE OF New Jersey }  
COUNTY OF Passaic }

I CERTIFY that on November 10, 2025, Juan Abreu  
personally known to me or proven to me under oath and to my  
satisfaction, personally appeared before me and did acknowledge  
under oath and to my satisfaction that:

- (a) This person is the owner of the Property;
- (b) This document was signed and delivered by voluntary act within  
the signer's authority;
- (c) This person attested to the truth of these facts.

  
Notary Public



STATE OF NEW JERSEY }  
COUNTY OF PASSAIC }

I CERTIFY that on \_\_\_\_\_, 2025, Pat Lepore,  
personally known to me or proven to me under oath and to my  
satisfaction, personally appeared before me and did acknowledge  
under oath and to my satisfaction that:

- (a) This person is the Director of the Board of County  
Commissioners of COUNTY OF PASSAIC,
- (b) This document was signed and delivered by voluntary act within  
the signer's authority;
- (c) This person attested to the truth of these facts.

\_\_\_\_\_  
Notary Public of State of New Jersey



# County of Passaic

Department of Planning & Economic Development  
401 Grand Street, Room 417  
Paterson, New Jersey 07505

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

**Andras Holzmann AICP, PP**  
*Director*

**PLANNING BOARD**  
TEL (973) 569-4040  
FAX (973) 569-4041

November 14<sup>th</sup>, 2025

Clifton Planning Board  
900 Clifton Avenue  
Clifton, NJ 07013

Re: Minor Subdivision Review – Abreu Subdivision; 170-174 Hazel Street, Clifton; Block 16.13, Lot 15 (Passaic County File Number SU-25-010)

Members of the Board,

The above referenced subdivision plat prepared by Thomas G. Stearns, III, P.E. (N.J. Lic. No. 40959) and dated April 25<sup>th</sup>, 2024, revised as of September 30<sup>th</sup>, 2025, was reviewed by Passaic County Planning staff pursuant to the provisions of the Passaic County Subdivision Resolution.

Passaic County Standards and Requirements: All submissions must consist of 2 paper copies plus a PDF digital file of all plans and technical reports. Signed and sealed copies of all plans and technical reports must be submitted to the Department of Planning & Economic Development at 401 Grand Street, Room 417, Paterson, NJ 07505.

This minor subdivision application has been granted **conditional approval** pending receipt in an acceptable form of the following:

1. The applicant shall list the owner on site plan; if the owner is the same as the applicant, this should be included in the title box. *Previously completed.*
2. The right-of-way width of Hazel Street is indicated as 80 feet wide. The tax map and other past projects in the vicinity indicate the existing right-of-way width as 50 feet. The applicant shall confirm the existing right-of-way width. *Previously completed.*
3. The Hazel Street Master Plan right-of-way width is 60 feet. The applicant shall label the Master Plan right-of-way width on the site plan if it is greater than the existing right-of-way. *A labeled offset line shall be added to the plan. The applicant shall be required to enter into an "if and when" agreement for a future right-of-way dedication of the discrepancy between the existing and Master Plan right-of-way lines. An agreement template is attached for the applicant's review and signature. The submitted agreement is subject to approval by the Board of County Commissioners. This comment will be considered complete upon the Board of County Commissioners authorizing the agreement.*
4. The applicant shall provide two copies of the referenced survey. *Previously completed.*

Passaic County Planning Board  
Abreu Minor Subdivision (SU-25-010)  
170-174 Hazel Street, Clifton  
Block 16.13, Lot 15

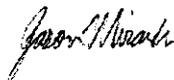
5. The applicant shall add the county trench restoration detail to the plans. *Previously completed.*
6. The applicant shall replace the sidewalk along the frontage of both proposed lots. The sidewalk must be labelled as five foot wide on the site plan. *The sidewalk shall be a minimum of five (5) feet in width and dimensioned on the plan. Complete.*
7. The applicant shall dimension the proposed grass strip from the back of curb to the edge of sidewalk. The applicant shall maintain the existing grass strip width. *Previously completed.*
8. The applicant shall indicate concrete curb to be constructed along the frontage of both proposed lots. *Previously completed.*
9. The applicant shall add the county curb detail to the plans. *Previously completed.*
10. Driveways intersecting with a county road shall have maximum grades of no more than +/- 2.0% for 50 feet back from the right of-way line. The applicant shall provide a driveway profile at both driveways on the county road, ensure the following is labeled on the profile: all percent grade changes (including the driveway apron), sidewalk cross slope, counter slope of the road, the right of way line, the curb, and dimension 50 feet from the right of way line. *A driveway profile shall be provided for the existing driveway. Complete.*
11. No part of any driveway shall be located within 10 feet of a side property line.
  - a. The applicant shall dimension the driveway throat off the side property line at proposed lot 15.02 and provide written waiver request with explanation of hardship for the existing driveway to remain. *The applicant has requested a design waiver from this standard. The waiver will be presented to the Board for consideration at a later date. Complete (waiver granted).*
  - b. The applicant shall dimension the driveway throat along the right of way line off the side property lines at proposed lot 15.01. *The driveway openings shall be reduced to 15 feet for both driveways. Complete.*
12. The applicant shall revise the turning template shown on proposed lot 15.01 so the vehicle is shown exiting out of the egress portion of the driveway. *Previously completed.*
13. The applicant shall reconstruct the existing driveway as required at proposed lot 15.02 to provide a turnaround area on site and provide turning templates to demonstrate a vehicle can turn around on site prior to exiting. *The applicant has requested a design waiver from this standard. The waiver will be presented to the Board for consideration at a later date. Complete (waiver granted).*

Passaic County Planning Board  
Abreu Minor Subdivision (SU-25-010)  
170-174 Hazel Street, Clifton  
Block 16.13, Lot 15

14. The applicant shall provide an intersection sight distance exhibit at both driveway and provide signed and sealed certification from a professional engineer or indicate on the plans that no topography obstructs the proposed sight lines per AASHTO standards. *Previously completed.*
15. If the driveways slope toward the County right-of-way, the applicant shall provide a trench drain across the driveway. *Previously completed.*
16. If the driveways slope away from the County right-of-way, the applicant shall provide a hold harmless agreement for silt and stormwater entering the site from the county right of way. *The plans indicate that the driveways are sloped away from the County roadway. An agreement template is attached for the applicant's review and signature. **The submitted agreement is subject to approval by the Board of County Commissioners. This comment will be considered complete upon the Board of County Commissioners authorizing the agreement.***
17. The applicant shall provide detention and/or retention for the volume of the 25-year storm for a 1-hour duration for all impervious areas on site that ultimately drains to the county row. The applicant shall provide calculations. *Previously completed.*
18. The applicant shall provide soil testing/logs prior to the application being considered by the board and provide a written response confirming adequate groundwater separation and demonstrate 72-hour drain time. **Complete.**
19. The following note shall be added to the plans: "Upon obtaining the Certificate of Occupancy from the municipality, the applicant must submit an inspection report from a professional engineer on the conditions of the stormwater system. The applicant shall address any recommendations, if any, within 90 calendar days of the report. The inspection report is to be performed and submitted every two (2) years to the municipal Construction Official and the Passaic County Planning Board." *Previously completed.*

**Subsequent submissions must include a cover letter indicating how each condition has been addressed. Plans submitted without a cover letter will be considered incomplete.**

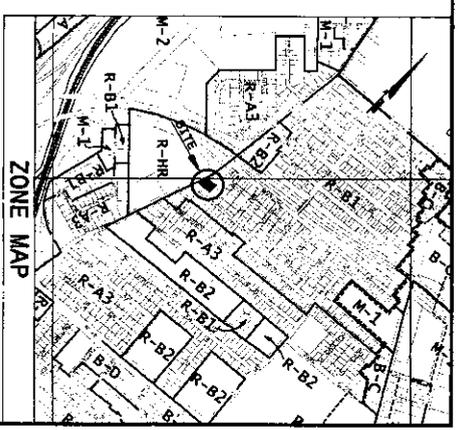
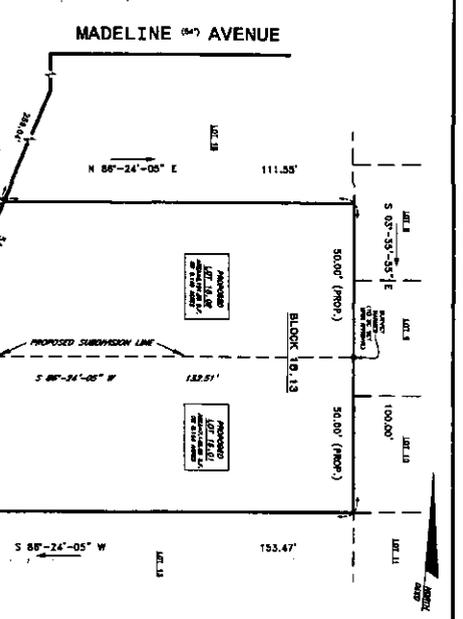
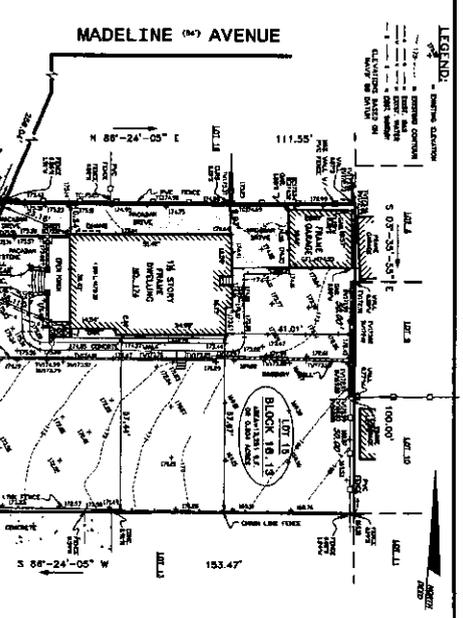
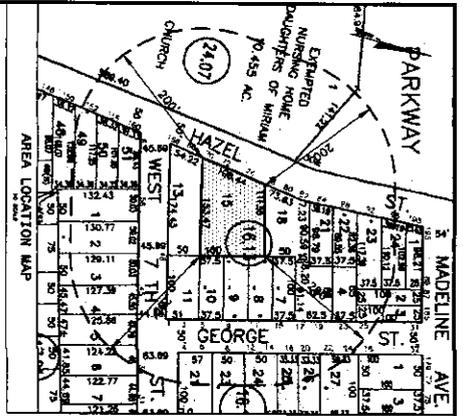
Best Regards,



Jason Miranda, AICP  
Senior Planner

Cc: Passaic County Engineer  
Thomas Stearns, P.E.

Juan Abreu  
File

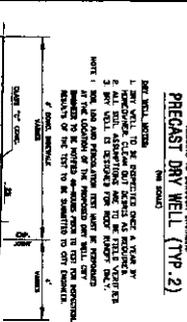


**EXISTING CONDITIONS PLAN**

**PROPOSED SUBDIVISION DETAIL**

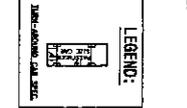
**GENERAL NOTES:**

1. MAKE A PROPOSED SUBDIVISION FOR LOT 15 IN BLOCK 18.13, HAZEL STREET, CITY OF CLIFTON, PASSAIC COUNTY, NEW JERSEY.
2. DESIGN LOT 15 TO BE 1.25 ACRES (1.25) ± OF 6.25 ACRES.
3. PROPOSED LOT 15 TO BE 1.25 ACRES (1.25) ± OF 6.25 ACRES.
4. THE PROPERTY USES ZONE "R-1" "R-2" & "R-3" GENERAL USE.
5. THE "R-1" "R-2" & "R-3" GENERAL USE.

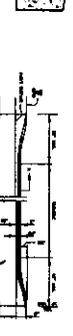


**PROPOSED PAVING CHART (SEE PLAN)**

NO.	DESCRIPTION	AREA (SQ. FT.)	REMARKS
1	ASPHALT DRIVEWAY	1,200.00	SEE PLAN
2	ASPHALT DRIVEWAY	1,200.00	SEE PLAN
3	ASPHALT DRIVEWAY	1,200.00	SEE PLAN
4	ASPHALT DRIVEWAY	1,200.00	SEE PLAN
5	ASPHALT DRIVEWAY	1,200.00	SEE PLAN
6	ASPHALT DRIVEWAY	1,200.00	SEE PLAN
7	ASPHALT DRIVEWAY	1,200.00	SEE PLAN
8	ASPHALT DRIVEWAY	1,200.00	SEE PLAN
9	ASPHALT DRIVEWAY	1,200.00	SEE PLAN
10	ASPHALT DRIVEWAY	1,200.00	SEE PLAN
11	ASPHALT DRIVEWAY	1,200.00	SEE PLAN
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13	ASPHALT DRIVEWAY	1,200.00	SEE PLAN
14	ASPHALT DRIVEWAY	1,200.00	SEE PLAN
15	ASPHALT DRIVEWAY	1,200.00	SEE PLAN
16	ASPHALT DRIVEWAY	1,200.00	SEE PLAN
17	ASPHALT DRIVEWAY	1,200.00	SEE PLAN
18	ASPHALT DRIVEWAY	1,200.00	SEE PLAN
19	ASPHALT DRIVEWAY	1,200.00	SEE PLAN
20	ASPHALT DRIVEWAY	1,200.00	SEE PLAN

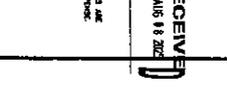
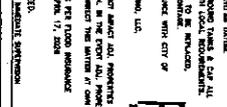
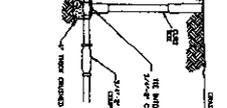
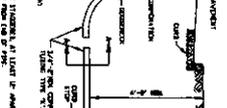
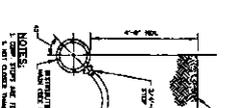
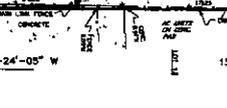
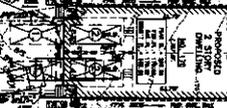
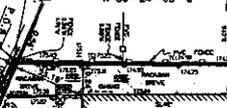
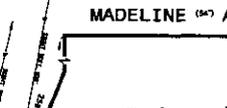
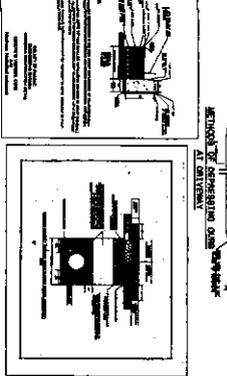


**CONCRETE DRIVEWAY AT DRIVEWAY**



**QUALITIES OWNER:**

NO.	DESCRIPTION	DATE
1	ASPHALT DRIVEWAY	1/15/24
2	ASPHALT DRIVEWAY	1/15/24
3	ASPHALT DRIVEWAY	1/15/24
4	ASPHALT DRIVEWAY	1/15/24
5	ASPHALT DRIVEWAY	1/15/24
6	ASPHALT DRIVEWAY	1/15/24
7	ASPHALT DRIVEWAY	1/15/24
8	ASPHALT DRIVEWAY	1/15/24
9	ASPHALT DRIVEWAY	1/15/24
10	ASPHALT DRIVEWAY	1/15/24
11	ASPHALT DRIVEWAY	1/15/24
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13	ASPHALT DRIVEWAY	1/15/24
14	ASPHALT DRIVEWAY	1/15/24
15	ASPHALT DRIVEWAY	1/15/24
16	ASPHALT DRIVEWAY	1/15/24
17	ASPHALT DRIVEWAY	1/15/24
18	ASPHALT DRIVEWAY	1/15/24
19	ASPHALT DRIVEWAY	1/15/24
20	ASPHALT DRIVEWAY	1/15/24



APPROVED BY THE COUNTY PLANNING BOARD COUNTY OF PASSAIC, NEW JERSEY

ATTESTED TO BY: DATE

DIRECTOR, DEPT. OF PLANNING & ECONOMIC DEVELOPMENT

TITLE: \_\_\_\_\_

THIS MINOR SUBDIVISION HAS BEEN APPROVED AT A MEETING OF: \_\_\_\_\_ OF THE CITY BO. OF ADJUSTMENT \_\_\_\_\_ OF CLIFTON

MEETING HELD ON: November 7, 2024.

CHAIRMAN: \_\_\_\_\_ DATE: \_\_\_\_\_

SECRETARY: \_\_\_\_\_ DATE: \_\_\_\_\_

**PROPOSED SITE PLAN DETAIL**

SCALE: 1" = 20'

**PROPOSED SUBDIVISION DETAIL**

SCALE: 1" = 20'

**MINOR SUBDIVISION & SITE PLAN**

1/17 HAZEL STREET TAX MAP

CITY OF CLIFTON

PASSAIC COUNTY, NEW JERSEY

GB ENGINEERING, LLC

SCALE: 1" = 20'-0"

DATE: APRIL 23, 2024

SHEET NO. 1 OF 1

FILE NO. 2023/0280

RECEIVED

APR 23 2024

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

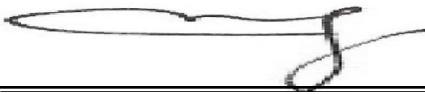
Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION OF AN "IF AND WHEN" AGREEMENT ASSOCIATED WITH PASSAIC COUNTY PLANNING BOARD APPLICATION TO SUBDIVIDE REAL PROPERTY LOCATED AT 170-174 HAZEL STREET IN CLIFTON, NEW JERSEY.

THIS RESOLUTION WAS REQUESTED BY:  
 PLANNING AND ECONOMIC  
 DEVELOPMENT

---

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	85.
CAF#	
Purchase Req. #	
Result	

Planning and Economic Development

COMMITTEE NAME

**RESOLUTION OF AN “IF AND WHEN” AGREEMENT ASSOCIATED WITH PASSAIC COUNTY PLANNING BOARD APPLICATION TO SUBDIVIDE REAL PROPERTY LOCATED AT 170-174 HAZEL STREET IN CLIFTON, NEW JERSEY.**

**WHEREAS**, the Passaic County Department of Planning and Economic Development is in receipt of a proposed Agreement (attached hereto) relating to premises located at 170-174 Hazel Street, Block 16.13; Lot 15 for a minor subdivision; and

**WHEREAS**, Juan Abreu (hereafter “Applicant”), whose address is 174 Hazel Street, Clifton, NJ 07011, applied to the Passaic County Planning Board (hereafter “Board”) under File No. SU-25-010 for site plan approval for the Property; and

**WHEREAS**, a Site Plan, originally dated April 25, 2024, revised on August 4, 2025 (hereafter “Subdivision Plan”), prepared by Thomas G. Stearns, III, P.E., was submitted to the Board and received a review letter (hereafter “Subdivision Review Letter”), attached hereto, withholding approval of the application, subject to certain terms and conditions as set forth therein; and

**WHEREAS**, the Subdivision Review Letter, specifically requires the Applicant to enter into an agreement to provide a future dedication to the County for the Hazel Street Master Plan Right-of-Way, if and when requested by the County Engineer or the County Board; and

**WHEREAS**, the site has frontage along Hazel Street (CR 702) in Clifton and the Hazel Street Master Plan right-of-way width is 60 feet along the frontage of the site; the existing right-of-way at this location is 50 feet, leaving a discrepancy of five (5) feet between the existing and Master Plan right-of-way lines adjacent to the subject property; and

**WHEREAS**, the attached Agreement has been reviewed by staff and the most recent Subdivision Review Letter, dated November 14, 2025, is also attached for reference.

**WHEREAS**, this matter was discussed at the November 25, 2025, meeting of the Planning and Economic Development Committee and is being recommended to the Passaic County Board of County Commissioners for approval; and

**NOW THEREFORE, LET IT BE RESOLVED** by the Passaic County Board of County Commissioners that the County Commissioner Director and Clerk of the Board be and are hereby authorized to execute the attached “If and When” Agreement by and between Juan Abreu and the County of Passaic, as set forth above.

JDP

December 9, 2025

## AGREEMENT

THIS AGREEMENT, made on November 10, 2025, between, Juan Abreu ("Applicant") with an address at 174 Hazel St Clifton NJ 07011 and Passaic County ("County"), with an address at 401 Grand Street, Room 417, Paterson, New Jersey 07505 ("Applicant" and "County" collectively referred to as the "Parties").

### WITNESS:

WHEREAS, Applicant filed an Application (File# SU-25-010) for Minor Subdivision Approval ("Application") to subdivide real property on a Passaic County roadway located at 170-174 Hazel Street, Clifton, New Jersey, Block 16.13, Lot 15 ("Project"); and

WHEREAS, a Subdivision Plat, originally dated April 25, 2024, revised on August 4, 2025 ("Subdivision Plat"), prepared by Thomas G. Stearns, III, P.E., was submitted to the Passaic County Planning Board ("County Board"), received a review letter ("Subdivision Review Letter") withholding approval of the application, subject to certain terms and conditions set forth therein; and

WHEREAS, the Subdivision Review Letter, specifically requires the Applicant to enter into an agreement to dedicate five (5) feet of its property that extends 30 feet from the roadway centerline towards the Project, at a later date when requested by the Passaic County Engineer ("County Engineer") or the County Board, at no cost to the County; and

WHEREAS, the Applicant submits this Agreement to comply with the terms of the Subdivision Review Letter.

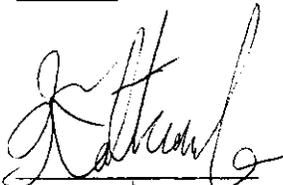
NOW, THEREFORE, for good and valuable consideration received by Applicant, and for further good cause, Applicant herewith agrees to the following:

1. In consideration of the County Board's Subdivision Review Letter, Applicant agrees to provide a future Dedication to the County for the Hazel Street Master Plan Right-of-Way, if and when requested by the County Engineer or the County Board.
2. The Parties understand and acknowledge that the Master Plan currently provides for a right-of-way of 60 feet and is depicted on the Applicant's Subdivision Plat.
3. The Parties further understand and acknowledged that the Applicant's Subdivision Plat provides a 50-foot wide right-of-way in partial compliance with the 60-foot wide Master Plan right-of-way, leaving the Applicant with providing for an additional future right-of-way dedication equal to five (5) feet.
4. The Parties further understand and acknowledge that, if and when, the County Engineer, or the County Board, demand the additional right-of-way dedication, Applicant will be required to submit a right-of-way dedication of an additional five (5) feet, equal to half of the 10

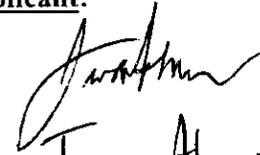
feet not provided as a right-of-way on Applicant's Subdivision Plat.

5. This Agreement is intended to provide to the County the right-of-way dedication described herein which shall be memorialized in a Deed of Dedication between the Applicant and the County.

**Witness:**

  
**Name:** Kathleen Lapoir  
**Title:** wife

**Applicant:**

  
**By:** Juan Abreu  
**Name:**  
**Title:** owner

**COUNTY OF PASSAIC**

\_\_\_\_\_  
**Name:** Louis E. Imhof III  
**Title:** Clerk to the Board

**By:** \_\_\_\_\_  
**Name:** Pat Lepore  
**Title:** County Commissioner Director

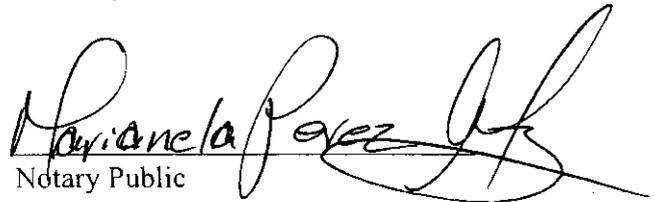
**RECORD AND RETURN TO:  
OFFICE OF THE COUNTY COUNSEL  
401 GRAND STREET, ROOM 214  
PATERSON, NJ 07505**

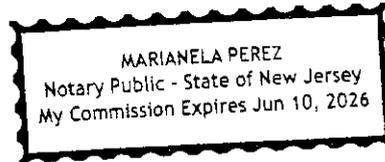
STATE OF New Jersey }

COUNTY OF Passaic }

I CERTIFY that on November 10, 2025, Juan Abreu  
personally known to me or proven to me under oath and to my satisfaction,  
personally appeared before me and did acknowledge under oath and to my  
satisfaction that:

- (a) This person is the owner of the Property;
- (b) This document was signed and delivered by voluntary act within the  
signer's authority;
- (c) This person attested to the truth of these facts.

  
Notary Public



STATE OF NEW JERSEY }

COUNTY OF PASSAIC }

I CERTIFY that on \_\_\_\_\_, 2025, Pat Lepore, personally  
known to me or proven to me under oath and to my satisfaction, personally  
appeared before me and did acknowledge under oath and to my satisfaction  
that:

- (a) This person is the Director of the Board of County Commissioners of  
COUNTY OF PASSAIC,
- (b) This document was signed and delivered by voluntary act within the  
signer's authority;
- (c) This person attested to the truth of these facts.

\_\_\_\_\_  
Notary Public of State of New Jersey



## County of Passaic

Department of Planning & Economic Development  
401 Grand Street, Room 417  
Paterson, New Jersey 07505

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

**Andras Holzmann AICP, PP**  
*Director*

**PLANNING BOARD**  
TEL (973) 569-4040  
FAX (973) 569-4041

November 14<sup>th</sup>, 2025

Clifton Planning Board  
900 Clifton Avenue  
Clifton, NJ 07013

Re: Minor Subdivision Review – Abreu Subdivision; 170-174 Hazel Street, Clifton; Block 16.13, Lot 15 (Passaic County File Number SU-25-010)

Members of the Board,

The above referenced subdivision plat prepared by Thomas G. Stearns, III, P.E. (N.J. Lic. No. 40959) and dated April 25<sup>th</sup>, 2024, revised as of September 30<sup>th</sup>, 2025, was reviewed by Passaic County Planning staff pursuant to the provisions of the Passaic County Subdivision Resolution.

Passaic County Standards and Requirements: All submissions must consist of 2 paper copies plus a PDF digital file of all plans and technical reports. Signed and sealed copies of all plans and technical reports must be submitted to the Department of Planning & Economic Development at 401 Grand Street, Room 417, Paterson, NJ 07505.

This minor subdivision application has been granted **conditional approval** pending receipt in an acceptable form of the following:

1. The applicant shall list the owner on site plan; if the owner is the same as the applicant, this should be included in the title box. *Previously completed.*
2. The right-of-way width of Hazel Street is indicated as 80 feet wide. The tax map and other past projects in the vicinity indicate the existing right-of-way width as 50 feet. The applicant shall confirm the existing right-of-way width. *Previously completed.*
3. The Hazel Street Master Plan right-of-way width is 60 feet. The applicant shall label the Master Plan right-of-way width on the site plan if it is greater than the existing right-of-way. *A labeled offset line shall be added to the plan. The applicant shall be required to enter into an "if and when" agreement for a future right-of-way dedication of the discrepancy between the existing and Master Plan right-of-way lines. An agreement template is attached for the applicant's review and signature. The submitted agreement is subject to approval by the Board of County Commissioners. This comment will be considered complete upon the Board of County Commissioners authorizing the agreement.*
4. The applicant shall provide two copies of the referenced survey. *Previously completed.*

Passaic County Planning Board  
Abreu Minor Subdivision (SU-25-010)  
170-174 Hazel Street, Clifton  
Block 16.13, Lot 15

5. The applicant shall add the county trench restoration detail to the plans. *Previously completed.*
6. The applicant shall replace the sidewalk along the frontage of both proposed lots. The sidewalk must be labelled as five foot wide on the site plan. *The sidewalk shall be a minimum of five (5) feet in width and dimensioned on the plan. Complete.*
7. The applicant shall dimension the proposed grass strip from the back of curb to the edge of sidewalk. The applicant shall maintain the existing grass strip width. *Previously completed.*
8. The applicant shall indicate concrete curb to be constructed along the frontage of both proposed lots. *Previously completed.*
9. The applicant shall add the county curb detail to the plans. *Previously completed.*
10. Driveways intersecting with a county road shall have maximum grades of no more than +/- 2.0% for 50 feet back from the right of-way line. The applicant shall provide a driveway profile at both driveways on the county road, ensure the following is labeled on the profile: all percent grade changes (including the driveway apron), sidewalk cross slope, counter slope of the road, the right of way line, the curb, and dimension 50 feet from the right of way line. *A driveway profile shall be provided for the existing driveway. Complete.*
11. No part of any driveway shall be located within 10 feet of a side property line.
  - a. The applicant shall dimension the driveway throat off the side property line at proposed lot 15.02 and provide written waiver request with explanation of hardship for the existing driveway to remain. *The applicant has requested a design waiver from this standard. The waiver will be presented to the Board for consideration at a later date. Complete (waiver granted).*
  - b. The applicant shall dimension the driveway throat along the right of way line off the side property lines at proposed lot 15.01. *The driveway openings shall be reduced to 15 feet for both driveways. Complete.*
12. The applicant shall revise the turning template shown on proposed lot 15.01 so the vehicle is shown exiting out of the egress portion of the driveway. *Previously completed.*
13. The applicant shall reconstruct the existing driveway as required at proposed lot 15.02 to provide a turnaround area on site and provide turning templates to demonstrate a vehicle can turn around on site prior to exiting. *The applicant has requested a design waiver from this standard. The waiver will be presented to the Board for consideration at a later date. Complete (waiver granted).*

Passaic County Planning Board  
Abreu Minor Subdivision (SU-25-010)  
170-174 Hazel Street, Clifton  
Block 16.13, Lot 15

14. The applicant shall provide an intersection sight distance exhibit at both driveway and provide signed and sealed certification from a professional engineer or indicate on the plans that no topography obstructs the proposed sight lines per AASHTO standards. *Previously completed.*
15. If the driveways slope toward the County right-of-way, the applicant shall provide a trench drain across the driveway. *Previously completed.*
16. If the driveways slope away from the County right-of-way, the applicant shall provide a hold harmless agreement for silt and stormwater entering the site from the county right of way. *The plans indicate that the driveways are sloped away from the County roadway. An agreement template is attached for the applicant's review and signature. **The submitted agreement is subject to approval by the Board of County Commissioners. This comment will be considered complete upon the Board of County Commissioners authorizing the agreement.***
17. The applicant shall provide detention and/or retention for the volume of the 25-year storm for a 1-hour duration for all impervious areas on site that ultimately drains to the county row. The applicant shall provide calculations. *Previously completed.*
18. The applicant shall provide soil testing/logs prior to the application being considered by the board and provide a written response confirming adequate groundwater separation and demonstrate 72-hour drain time. **Complete.**
19. The following note shall be added to the plans: "Upon obtaining the Certificate of Occupancy from the municipality, the applicant must submit an inspection report from a professional engineer on the conditions of the stormwater system. The applicant shall address any recommendations, if any, within 90 calendar days of the report. The inspection report is to be performed and submitted every two (2) years to the municipal Construction Official and the Passaic County Planning Board." *Previously completed.*

**Subsequent submissions must include a cover letter indicating how each condition has been addressed. Plans submitted without a cover letter will be considered incomplete.**

Best Regards,



Jason Miranda, AICP  
Senior Planner

Cc: Passaic County Engineer  
Thomas Stearns, P.E.

Juan Abreu  
File

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
 Terry Duffy  
 Bruce James

**401 Grand Street**  
**Paterson, New Jersey 07505**  
**Tel: 973-881-4402**  
**Fax: 973-742-3746**

Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

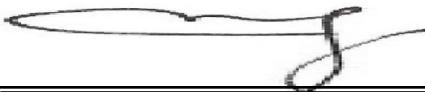
Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING A THIRD NO COST TIME EXTENSION FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM BOROUGH OF BLOOMINGDALE FY 2022-23 SENIOR CENTER FLOOR RECONSTRUCTION UNTIL DECEMBER 31, 2025.

THIS RESOLUTION WAS REQUESTED BY:  
 PLANNING AND ECONOMIC  
 DEVELOPMENT

---

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	86.
CAF#	
Purchase Req. #	
Result	

Planning and Economic Development

COMMITTEE NAME

**RESOLUTION AUTHORIZING A THIRD NO COST TIME EXTENSION FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM BOROUGH OF BLOOMINGDALE FY 2022-23 SENIOR CENTER FLOOR RECONSTRUCTION UNTIL DECEMBER 31, 2025.**

**WHEREAS**, the County of Passaic (hereafter “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq. and vested with all rights contained therein; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners for the County of Passaic (hereafter “Board”) is vested with decision making powers on behalf of the County; and

**WHEREAS**, the Passaic County Board of County Commissioners (hereafter “Board”) adopted Resolution R-2018-0536 on June 26, 2018, authorizing the submission of a Five (5) Year Consolidated Plan for the period of FY 2018-2022 to the US Department of Housing and Urban Development (hereafter “USHUD”) in compliance with the Rules and Regulations governing the Community Development Block Grant Program (hereafter “CDBG”); and

**WHEREAS**, the Board adopted Resolution R-22-0618 on June 28, 2022 authorizing the Planning and Economic Development Department to submit an application and the Annual Action Plan to the USHUD for financial assistance in the amount of nine hundred six thousand seven hundred ninety one and 00/100 (\$906,791.00) dollars to fund the Passaic County Community Development Block Grant Program for FY 2022; and

**WHEREAS**, the Board adopted Resolution 22-0820 on September 6, 2022, accepting the CDBG FY 2022 grant from USHUD and adopted Resolution 22-0889, on September 27, 2022, to allocate the grant funds; and

**WHEREAS**, the Board is cognizant of the conditions imposed by the USHUD and included a grant allocation in the FY 2022 Annual Action Plan to the Borough of Bloomingdale (hereafter “Borough”) for ninety thousand and 00/100 (\$90,000.00) dollars for ADA ramps; and

**WHEREAS**, the Board adopted Resolution R-23-0644 on June 27, 2023, authorizing the submission of a Five (5) Year Consolidated Plan for the period of FY 2023-2027 to the US Department of Housing and Urban Development (hereafter “USHUD”) in compliance with the Rules and Regulations governing the Community Development Block Grant Program (hereafter “CDBG”); and

**WHEREAS**, the Board adopted the FY 2023 Annual Action Plan via Resolution R-23-0644 on June 27, 2023 authorizing the Planning and Economic Development Department to submit an application and the Annual Action Plan to the USHUD for financial assistance in the amount of nine hundred sixty-five thousand eight hundred forty-eight and 00/100 (\$965,848.00) dollars to fund the Passaic County Community Development Block Grant Program for FY 2023; and

**WHEREAS**, the Board adopted Resolution No. R-25-778 authorizing a first no-cost time extension of the Community Development Block Grant Program FY 2022 Senior Center Floor Reconstruction Project until December 31, 2025; and

**WHEREAS**, the Board adopted Resolution No. R-23-0847 on September 5, 2023, accepting the CDBG FY 2023 Grant from USHUD and on September 26, 2023, adopted Resolution 23-0924 to allocate the grant funds; and

**WHEREAS**, on March 12, 2024, the Board adopted Resolution No. R-24-226 authorizing a substantial amendment to the Passaic County Annual Action Plans for FY 2022 and FY 2023 to permit the Borough of Bloomingdale to change their scope of work to the reconstruction of the Bloomingdale Senior Center Floor; and

**WHEREAS**, the Board adopted Resolution No. R-25-927 authorizing a no-cost time extension of the Community Development Block Grant Program FY 2022-23 Senior Center Floor Reconstruction Project until December 31, 2025; and

**WHEREAS**, the Borough has notified the Division of Economic Development, see attached correspondence, that the Borough requires additional time for the project due to delays in preparation of bid documents and in securing adequate funds to support the completion of the

project and has requested that the CDBG FY 2022 and FY 2023 grant awards be extended to August 31, 2026 to permit the Borough time to complete the project; and

**WHEREAS**, the Board considers this matter to be a benefit to the community and its residents; and

**WHEREAS**, this matter was discussed at the November 25, 2025, meeting of the Planning and Economic Development Committee and is being recommended to the Board for approval; and

**NOW, THEREFORE, LET IT BE RESOLVED** by the Board of County Commissioners of the County of Passaic that it hereby authorizes a third no-cost time extension of the Community Development Block Grant Program FY 2022-23 grant awards to the Borough of Bloomingdale to August 31, 2026; and

**LET IT BE FURTHER RESOLVED**, that the County of Passaic Commissioner Director and Director of Economic Development are hereby authorized to act as the authorized representatives of the County to execute all necessary documents and certifications on behalf of the County of Passaic.

ZMQ

December 9, 2025

# BOROUGH OF BLOOMINGDALE



OFFICE OF:  
MICHAEL SONDERMEYER  
BOROUGH ADMINISTRATOR

PHONE: (973) 838-0778 X-243  
FAX (973) 838-5115  
[Msondermeyer@bloomingdalenj.net](mailto:Msondermeyer@bloomingdalenj.net)

MUNICIPAL OFFICE  
101 HAMBURG TURNPIKE  
BLOOMINGDALE, NEW JERSEY 07403

November 14, 2025

Mr. Giancarlo Di Lonardo  
Director, Division of Economic Development  
County of Passaic  
401 Grand Street, Room 417  
Paterson, NJ 07505

Re: Request for No-cost Sub-Recipient Agreement Extension - CDBG FY 2022/2023/2024 Bloomingdale Senior Center Floor

Dear Mr. Di Lonardo:

I am requesting a no-cost time extension of the above-mentioned project due to delays in preparation of bid documents and in securing adequate funds to support the completion of the entire project. The bids are due on Nov 19, 2025. We will award right after and anticipate starting the project mid-January 2026. We also needed to secure the Bloomingdale Fire Hall so we could relocate the Seniors there during the duration of the project which the Fire Department has agreed to. We are looking for completion of the project by April 30, 2026, and so we are requesting a no-cost grant extension of the Community Development Block Grant (CDBG) FY 2022/2023/2024 project until August 31, 2026.

This project is important to the health and welfare of our and county senior community, and we appreciate the no-cost grant extension.

Thank you for your attention to this matter.

Sincerely,

*Michael Sondermeyer*

Michael Sondermeyer  
Borough Administrator

[www.bloomingdalenj.net](http://www.bloomingdalenj.net)

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

Director Pasquale "Pat" Lepore  
 Deputy Director Cassandra "Sandi" Lazzara  
 John W. Bartlett  
 Orlando Cruz  
 Rodney De Vore  
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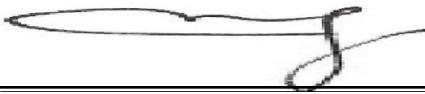
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Dec 09, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO INTEGRA REALTY RESOURCES FOR APPRAISAL SERVICES FOR THE RIVER STREET PROJECT IN THE CITY OF PATERSON, RFQ-25-074 PURSUANT TO N.J.S.A. 40A:11-5 ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 PLANNING AND ECONOMIC  
 DEVELOPMENT

REVIEWED BY:



Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:



Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	12/9/2025
Introduced Date	12/4/2025
Adopted Date	
Agenda Item	87.
CAF#	5-01-20-102-001-213
Purchase Req. #	
Result	

Planning and Economic Development

COMMITTEE NAME

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO INTEGRA REALTY RESOURCES FOR APPRAISAL SERVICES FOR THE RIVER STREET PROJECT IN THE CITY OF PATERSON, RFQ-25-074 PURSUANT TO N.J.S.A. 40A:11-5 ET SEQ.**

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$5,000.00

APPROPRIATION: 5-01-20-102-001-213

PURPOSE: Award contract to Integra Realty Resources, to prepare an appraisal report of the River Street Project in the City of Paterson.



Richard Cahill, Director of Finance

DATED: December 9, 2025