

County of Passaic

Board of County Commissioners



OFFICE OF COUNTY COMMISSIONERS

Director Cassandra "Sandi" Lazzara
Deputy Director Orlando Cruz
John W. Bartlett
Rodney De Vore
Bruce James
Michael Ramaglia
Christina Schratz

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: Feb 10, 2026 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AWARD TO OF CONTRACT TO CAP ELEVATOR, LLC FOR ELEVATOR MAINTENANCE, REPAIR, TESTING, AND INSPECTION SERVICES AT VARIOUS COUNTY INSTITUTIONS, PER BID SB-26-017, PURSUANT TO N.J.S.A 40A: 11-4, ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:
BUILDINGS AND GROUNDS

REVIEWED BY:

Matthew P. Jordan, Esq.
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.
COUNTY COUNSEL

Public Works

COMMITTEE NAME

Official Resolution#	
Meeting Date	2/10/2026
Introduced Date	2/6/2026
Adopted Date	
Agenda Item	43.
CAF#	6-01-20-112-001-207
Purchase Req. #	
Result	

RESOLUTION AUTHORIZING AWARD TO OF CONTRACT TO CAP ELEVATOR, LLC FOR ELEVATOR MAINTENANCE, REPAIR, TESTING, AND INSPECTION SERVICES AT VARIOUS COUNTY INSTITUTIONS, PER BID SB-26-017, PURSUANT TO N.J.S.A 40A: 11-4, 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:11-4, 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 January 14, 2026, the Purchasing Agent issued SB-26-017, Elevator Maintenance, Repair, Testing, and Inspection Services at Various County of Passaic Departments and Institutions (hereafter “SB-26-017”) seeking sealed proposals from qualified bidders for elevator maintenance, repair, testing, and inspection services for elevators at various County institutions; and

WHEREAS, on January 23, 2026, bids were unsealed for SB-26-017 by the Purchasing Agent with one (1) response from qualified bidders received, with the lowest responsible bidder being CAP Elevator, LLC; and

WHEREAS, the Superintendent of Buildings & Grounds is recommending an award of contract to CAP Elevator, LLC, under SB-26-017 in a total amount not to exceed three hundred thousand dollars (\$300,000.00) with a term of twenty-four (24) months following award of contract; and

WHEREAS, the County complied with the legal requirements as set forth under N.J.S.A. 40A:11-23 and the County is making the award of contract within sixty (60) days of the bid opening, as required under N.J.S.A. 40A:11-24(a); and

WHEREAS, funds are available in Account No. 6-01-20-112-001-207 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 on January 29, 2026 by the Public Works 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 authorizes an award of contract to CAP Elevator, LLC, under SB-26-017 in a total amount not to exceed three hundred thousand dollars (\$300,000.00) with a term of twenty-four (24) months following award of contract.

LET IT BE FURTHER RESOLVED, that the Clerk of the Board, County Counsel, Director of the Board of County Commissioners are authorized to execute an agreement with CAP Elevator, LLC and take any other steps necessary to carry out the purpose of this Resolution

KJB

February 10, 2026