

ORDINANCE NO. 15-22

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER XXV,
ZONING AND LAND DEVELOPMENT OF THE REVISED GENERAL
ORDINANCES OF THE CITY OF OCEAN CITY (DELETE REQUIREMENT
FOR CRAWLSPACE & STORAGE ROOM DEED RESTRICTION)

BE IT ORDAINED by the Mayor and Council of the City of Ocean City, County of Cape May, State of New Jersey, as follows:

Section 1

Section 25-300.21 Limitations on Use of Crawl space; Penalty for Violation of the Revised General Ordinances of the City of Ocean City is hereby revised to delete sub-section f and to read as follows:

- a. It shall be unlawful for an owner or contractor to convert or to use a crawl space for living, sleeping, eating or cooking, or to install or have a bathroom or toilet compartment in a crawl space.
- b. The minimum penalty for violation of any of the foregoing limitations shall, upon conviction, be five hundred (\$500) dollars.
- c. The maximum penalty for violation of any of the foregoing limitations shall, upon conviction, be one thousand two hundred fifty (\$1,250) dollars, or imprisonment for a period not to exceed ninety (90) days, or a period of community service not to exceed ninety (90) days.
- d. Each and every day in which a violation of any of the foregoing limitations exists shall constitute a separate violation.
- e. Upon conviction of violation of the foregoing limitations, the unlawful improvements shall be removed and the crawl space shall thereafter be subject to annual inspection by the City with the inspection fee paid by the owner.
- f. ~~Prior to the issuance of a Certificate of Occupancy for a crawl space or storage room more than five (5) feet in height, the owner of the property shall record a deed restriction to put subsequent owners on notice of the limitations set forth in Section 25-300.20(a), above.~~

Section 2

All ordinances or portions thereof inconsistent with this Ordinance are repealed to the extent of such inconsistency.

Section 3

If any portion of this Ordinance is declared to be invalid by a Court of competent jurisdiction, it shall not affect the remaining portions of the Ordinance which shall remain in full force and effect.

Section 4

This Ordinance shall take effect in the time and manner prescribed by law.

Jay A. Gillian, Mayor

Keith P. Hartzell, Council President

The above Ordinance was passed by the Council of Ocean City, New Jersey, at a meeting of said Council held on the 16th day of September 2015, and will be taken up for a second reading and final passage at a meeting of said Council held on the 22 day of October 2015, in Council Chambers, City Hall, Ocean City, New Jersey, at seven o'clock in the evening.

Linda P. MacIntyre, City Clerk



CITY OF OCEAN CITY

AMERICA'S GREATEST FAMILY RESORT

DEPARTMENT OF LAW

Memo

DATE: September 4, 2015
TO: City Council
FROM: Dorothy F. McCrosson, Esquire
RE: Ordinance Deleting Deed Restriction Requirement

Among the post-Superstorm Sandy zoning changes was a requirement for the recording of a deed restriction on properties where the increased elevation of the first floor resulted in a crawl space or storage room more than five (5) feet in height. The deed restriction was intended to put subsequent owners of such a property on notice that the space could not be converted or used as habitable space or a bathroom.

The attached ordinance would eliminate the requirement to record a deed restriction, though the use restrictions would remain.



CITY OF OCEAN CITY

AMERICA'S GREATEST FAMILY RESORT

September 18, 2015

Dear City Council members,

The Ocean City Zoning Board of Adjustment strongly disagrees with the ordinance change which eliminates the requirement for deed restrictions for ground-level crawlspaces. The aftermath of Superstorm Sandy has resulted in higher under-home ground level spaces with heights of 7 feet and above which can easily be converted to habitable space. We have observed that the current Sandy recovery building and renovation boom has brought many offshore and, indeed, out of state contractors into the city, many of whom are unfamiliar with zoning and permitting requirements. As a result we have seen post-construction variance applications for work already completed which does not meet code. It is likely that the city is capturing only a small percentage of these actual violations. We see no "upside" to the city's planning and zoning requirements to the implementation of this change and view it as the removal of an impediment to non-conforming alterations.

We realize that deed restrictions may not prevent current homeowners from illegally converting these spaces; however, it is felt that the deed restrictions represent an emphasis on the illegality of these conversions and protect future buyers from purchasing a non-compliant property. These deed restrictions are not cumbersome to file, as the Zoning Office has pre-printed forms which can easily be registered and filed.

Again, we strongly urge that City Council reconsider the passing of this ordinance change as we feel that it will result in an increase in non-conforming habitable space conversions.

Thank you for your time and consideration.

James Houck, Chairperson Ocean City Zoning Board

Home: 609-398-6480

Cell: 609-425-1398

Cc: City Solicitor- via email only
City Clerk- via email only
Planning Board Chairperson- via email only
Planning Board Planner- via email only



SCHEULE

PLANNING SOLUTIONS, LLC

Community Development

Municipal Planning

Master Plans

Zoning Codes

Redevelopment

CITY OF OCEAN CITY
ORDINANCE NO. 15-22
Master Plan Consistency Report

Introduction.

Ordinance 15-22 - "An ordinance amending and supplementing the Revised General Ordinances of the City of Ocean City (Crawlspace and Storage Room Deed Restriction)" was introduced on first reading by City Council on September 10, 2015. According to the September 11, 2015 referral from the City Clerk, Ordinance 15-22 will be advertised according to law and is scheduled to have second reading and public hearing at the October 22, 2015 City Council meeting. For ease of reference, Ordinance 15-22 is attached to this report in its entirety.

The "Municipal Land Use Law" provides the Planning Board with thirty-five (35) days from the referral date to prepare, review, adopt and transmit their consistency report regarding Ordinance 15-22 to City Council. NJSA 40:55D-26 describes the Planning Board's responsibility regarding the master plan consistency review as follows:

"... the planning board shall make and transmit to the governing body, within 35 days after referral, a report including identification of any provisions in the proposed development regulation, revision or amendment which are inconsistent with the master plan and recommendations concerning those inconsistencies and any other matters as the board deems appropriate."

While formerly only zoning ordinances and amendments thereto were required to be submitted to the planning board, it is now clear from the wording in NJSA 40:55D-26 that all "development regulations" must be referred to the planning board for comment and report. The statute requires that every zoning ordinance must "either be substantially consistent with the land use plan and housing plan of the master plan, or designed to effectuate such plan elements." The "Master Plan" referred to herein is the City of Ocean City Master Plan adopted February 3, 1988, and as subsequently amended by the Planning Board.

Ordinance Summary.

Section 25-300.21.f requires the recording of a deed restriction intended to prevent the use of a crawlspace or storage room with headroom of five (5) feet or more for living space or bathroom. Ordinance 15-22 removes the requirement to record a deed restriction but retains the use limitations applicable to crawlspaces identified in Section 25-300.21.a of the City Code.

Ordinance 15-22
Master Plan Consistency Report

Analysis and Conclusion.

As noted above the Planning Board's responsibility in terms of the master plan consistency review is to identify any provisions in Ordinance 15-22 which are inconsistent with the Master Plan, and make recommendations concerning those inconsistencies and any other matters as the Board deems appropriate.

In defining "substantial consistency" the Supreme Court in *Manalapan Realty v. Township Committee* made it clear that some inconsistency is permitted "provided it does not substantially or materially undermine or distort the basic provisions and objectives of the Master Plan." The "Municipal Land Use Law" does not define the term *inconsistent*.

In my opinion, Ordinance 15-22 advances the following Ocean City Master Plan Objectives:

- *To encourage coordination of the numerous regulations and activities which influence land development with a goal of producing efficient uses of land with appropriate development types and scale.*
- *To encourage municipal actions which will guide the long range appropriate use and development of lands within the City of Ocean City in a manner which will promote the public health, safety, and general welfare of present and future residents.*
- *To secure safety from fire, flood, panic and other natural and man-made disasters.*
- *To maintain and upgrade the City's housing stock.*

Having considered the Master Plan Objectives noted above and the referral powers cited at NJSA 40-55D-26, it is my professional opinion that Ordinance 15-22 is consistent with the Ocean City Master Plan.

Respectively submitted,



Randall E. Scheule, PP/ AICP

New Jersey Professional Planner License No. LI003666

September 29, 2015

Ordinance 15-22
Master Plan Consistency Report

ORDINANCE NO. 15-22

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER XXV,
ZONING AND LAND DEVELOPMENT OF THE REVISED GENERAL
ORDINANCES OF THE CITY OF OCEAN CITY (DELETE REQUIREMENT
FOR CRAWLSPACE & STORAGE ROOM DEED RESTRICTION)

BE IT ORDAINED by the Mayor and Council of the City of Ocean City, County of Cape May,
State of New Jersey, as follows:

Section 1

Section 25-306.21 Limitations on Use of Crawl space; Penalty for Violation of the Revised General Ordinances of the City of Ocean City is hereby revised to delete sub-section f and to read as follows:

- a. It shall be unlawful for an owner or contractor to convert or to use a crawl space for living, sleeping, eating or cooking, or to install or have a bathroom or toilet compartment in a crawl space.
- b. The minimum penalty for violation of any of the foregoing limitations shall, upon conviction, be five hundred (\$500) dollars.
- c. The maximum penalty for violation of any of the foregoing limitations shall, upon conviction, be one thousand two hundred fifty (\$1,250) dollars, or imprisonment for a period not to exceed ninety (90) days, or a period of community service not to exceed ninety (90) days.
- d. Each and every day in which a violation of any of the foregoing limitations exists shall constitute a separate violation.
- e. Upon conviction of violation of the foregoing limitations, the unlawful improvements shall be removed and the crawl space shall thereafter be subject to annual inspection by the City with the inspection fee paid by the owner.
- ~~f. Prior to the issuance of a Certificate of Occupancy for a crawl space or storage room more than five (5) feet in height, the owner of the property shall record a deed restriction to put subsequent owners on notice of the limitations set forth in Section 25-306.20(a), above.~~

Section 2

All ordinances or portions thereof inconsistent with this Ordinance are repealed to the extent of such inconsistency.

Section 3

If any portion of this Ordinance is declared to be invalid by a Court of competent jurisdiction, it shall not affect the remaining portions of the Ordinance which shall remain in full force and effect.

Section 4

This Ordinance shall take effect in the time and manner prescribed by law.

Jay A. Gillian, Mayor

Keith P. Hartzell, Council President

The above Ordinance was passed by the Council of Ocean City, New Jersey, at a meeting of said Council held on the 10th day of September 2015, and will be taken up for a second reading and final passage at a meeting of said Council held on the 22nd day of October 2015, in Council Chambers, City Hall, Ocean City, New Jersey, at seven o'clock in the evening.

Linda P. MacIntyre, City Clerk

ORDINANCE NO. 15-24

**AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER II
(ADMINISTRATION), PART I (ADOPTION OF ADMINISTRATIVE CODE),
ARTICLE 4 (ADMINISTRATIVE BRANCH) SECTION 2-1.20
(ADMINISTRATIVE BRANCH GENERALLY) OF THE REVISED
GENERAL ORDINANCES OF THE CITY OF OCEAN CITY
(Change Name of Advisory Council on Physical Fitness and Sports
to Ocean City Healthy Living Advisory Council)**

BE IT ORDAINED by the Mayor and Council of the City of Ocean City, County of Cape May, State of New Jersey, as follows:

Section 1.

Chapter II, "Administration", Part I, "Adoption of Administrative Code", Article 4 "Administrative Branch", Section 2-1.20, "Administrative Branch Generally" and Part II, "Boards, Authorities and Commission", Section 2-18C "An Advisory Ocean City Council on Physical Fitness and Sports" are hereby revised to change the name of the Advisory Council on Physical Fitness and Sports, sometimes referred to as the Advisory Ocean City Council on Physical Fitness and Sports and/or AOCCPFS, to the Ocean City Healthy Living Advisory Council.

Section 2.

If any portion of this ordinance is declared to be invalid by a court of competent jurisdiction, it shall not affect the remaining portions of the ordinance which shall remain in full force and effect.

Section 3.

All ordinances or portions thereof inconsistent with this ordinance are repealed to the extent of such inconsistency.

Section 4.

This Ordinance shall take effect in the time and manner prescribed by law.

Jay A. Gillian, Mayor

Keith P. Hartzell, Council President

The above Ordinance was passed by the Council of Ocean City, New Jersey, at a meeting of said Council held on the 8th day of October, 2015 and will be taken up for a second reading and final passage at a meeting of said Council held on the ___ day of October, 2015 in Council Chambers, City Hall, Ocean City, New Jersey, at seven o'clock in the evening.

Linda P. MacIntyre, City Clerk



CITY OF OCEAN CITY

AMERICA'S GREATEST FAMILY RESORT

DEPARTMENT OF LAW

Memo

DATE: October 2, 2015
TO: City Council
FROM: Dorothy F. McCrosson, Esquire
RE: Ordinance Changing the Name of **Advisory Council on Physical Fitness and Sports** to **Ocean City Healthy Living Advisory Council**

The attached ordinance would change the name of the Advisory Council on Physical Fitness and Sports, which is also known as the Advisory Ocean City Council on Physical Fitness and Sports and AOCCPFS, to Ocean City Healthy Living Advisory Council.



ORDINANCE NO. 15-25

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER IV,
"POLICE REGULATIONS" OF THE REVISED GENERAL ORDINANCES
OF THE CITY OF OCEAN CITY (Drones)

WHEREAS, unmanned aerial vehicles, also known as unmanned aircraft systems, commonly known as drones, have the capability to watch individuals and groups without notice and without their permission in an unprecedented way; and

WHEREAS, drones may also have the capability to monitor cell-phone and text messaging; and

WHEREAS, drones also pose a potential threat to aircraft, which is of particular concern in Ocean City because it operates a public airport frequented by small aircraft; and

WHEREAS, drones present an unreasonable and unacceptable threat to the rights of individual privacy and safety in the City of Ocean City; and

WHEREAS, drone technology is developing so rapidly that the potential impacts on safety, privacy and Fourth Amendment rights is difficult to predict; and

WHEREAS, the regulation of drones by the State and Federal governments has yet to catch up with this technology; and

WHEREAS, Ocean City desires to put in place safeguards pending the adoption by the Federal Aviation Administration and/or the State of New Jersey of laws regulating the use of drones.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Ocean City, County of Cape May, State of New Jersey, as follows;

Section 1.

Chapter IV, "Police Regulations," is hereby amended to include the following:

4-41 Drones

- a. Drones are hereby banned from airspace within five miles of the Ocean City Airport.
- b. For purposes of this section, "drone" means an unmanned aerial vehicle and/or an unmanned aircraft system.
- c. A person who violates this act shall be subject to a penalty of not more than \$500 for the first offense and not more than \$1,000 and/or imprisonment not to exceed thirty (30) days, in the for each subsequent offense.

Section 2.

All ordinances or portions thereof inconsistent with this Ordinance are repealed to the extent of such inconsistency.

Section 3.

If any portion of this Ordinance is declared to be invalid by a Court of competent jurisdiction, it shall not affect the remaining portions of the Ordinance which shall remain in full force and effect.

Section 4.

This Ordinance shall take effect in the time and manner prescribed by law.

Jay A. Gillian, Mayor

Keith P. Hartzell, Council President

The above Ordinance was passed by the Council of Ocean City, New Jersey, at a meeting of said Council held on the x day of **October, 2015**, it will be taken up for a second reading and final passage at a meeting of said Council held on the x day of _____ 2015, in Council Chambers, City Hall, Ocean City, New Jersey, at seven o'clock in the evening.

Linda P. MacIntyre, City Clerk

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

#1

**TO AUTHORIZE THE ADVERTISEMENT OF SPECIFICATIONS FOR
CITY CONTRACT #15-12, SUPPLY & DELIVERY OF POLICE & FIRE UNIFORMS**

BE IT RESOLVED by the City Council of the City of Ocean City, New Jersey that it authorizes the advertisement of specifications for City Contract #15-12, Supply & Delivery of Police & Fire Uniforms.

Keith P. Hartzell
Council President

Note: Legal advertisement will be placed in the Ocean City Sentinel on Wednesday, October 28, 2015 with the bid proposal opening scheduled on Tuesday, November 24, 2015 and an anticipated date of award on Thursday, December 17, 2015.

Files: RAU 15-12 Supply & Delivery of Police & Fire Uniforms.doc

Offered by Seconded by

The above resolution was duly adopted by the City Council of the City of Ocean City, New Jersey, at a meeting of said Council duly held on the day of 2015

NAME	AYE	NAY	ABSENT	ABSTAINED
Bergman	_____	_____	_____	_____
DeVlieger	_____	_____	_____	_____
Guinasso	_____	_____	_____	_____
Hartzell	_____	_____	_____	_____
McClellan	_____	_____	_____	_____
Malden	_____	_____	_____	_____

.....
City Clerk

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

#2

**TO AUTHORIZE THE ADVERTISEMENT OF SPECIFICATIONS FOR
CITY CONTRACT #15-39, 2015 ALLEY IMPROVEMENTS AT VARIOUS LOCATIONS**

BE IT RESOLVED by the City Council of the City of Ocean City, New Jersey that it authorizes the advertisement of specifications for City Contract #15-39, Alley Improvements at Various Locations.

Keith P. Hartzell
Council President

Note: Legal advertisement, bid proposal opening and anticipated award will be determined once at a later date

Files: RAU 15-39 2015 Alley Improvements at Various Locations.doc

Offered by Seconded by

The above resolution was duly adopted by the City Council of the City of Ocean City, New Jersey, at a meeting of said Council duly held on the day of 2015

NAME	AYE	NAY	ABSENT	ABSTAINED
Bergman	_____	_____	_____	_____
DeVlieger	_____	_____	_____	_____
Guinovo	_____	_____	_____	_____
Hartzell	_____	_____	_____	_____
McClellan	_____	_____	_____	_____
Madden	_____	_____	_____	_____

.....
City Clerk



CITY OF OCEAN CITY

AMERICA'S GREATEST FAMILY RESORT

ADMINISTRATION

Emergency Management • Engineering and Construction • Human Resources • Information Technology • Planning & Zoning • Purchasing

Memo

To: James Mallon
From: Arthur J. Chew, PE, PP, CFM, CME, CPWM 
CC: Joseph Clark, Roger McLarnon, PE, PP, CFM, CME, CPWM
Date: October 9, 2015
Re: Authorization to Bid 15-39 – 2015 Alley Improvements at Various Locations

This project includes the milling and paving of certain alleys within the city due to the condition of the paved surface.

The alleys included in this project are:

Wesley/Ocean Alley – 1st Street to 2nd Street
Asbury/Central Alley – 3rd Street to 4th Street
West/Asbury Alley – 10th Street to 11th Street
Asbury/Central Alley – 54th Street to 55th Street
Asbury/Central Alley – 55th Street to 56th Street

AJC

\\OCEASERVER\NetworkShare\Engineering\3-Roads and Drainage\3-2015-039 2015 Alley Improvements at Various Locations\Letters\15-39 memo to authorize 15-10-09.doc

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

#3

**TO AUTHORIZE THE ADVERTISEMENT OF SPECIFICATIONS FOR CITY
CONTRACT #15-40, SAND HAULING SERVICES**

BE IT RESOLVED by the City Council of the City of Ocean City, New Jersey that it authorizes the advertisement of specifications for City Contract #15-40, Sand Hauling Services.

Keith P. Hartzell
Council President

Note: Legal advertisement will be placed in the Ocean City Sentinel on Wednesday, October 28, 2015 with the bid proposal opening scheduled on Tuesday, November 24, 2015 and an anticipated date of award on Thursday, December 17, 2015.

File: RAU 15-40, Sand Hauling Serv.doc

Offered by Seconded by

The above resolution was duly adopted by the City Council of the City of Ocean City, New Jersey, at a meeting of said Council duly held on the day of 2015

NAME	AYE	NAY	ABSENT	ABSTAINED
Bergman	_____	_____	_____	_____
DeVlieger	_____	_____	_____	_____
Guinnesso	_____	_____	_____	_____
Hartzell	_____	_____	_____	_____
McClellan	_____	_____	_____	_____

.....
City Clerk



CITY OF OCEAN CITY

AMERICA'S GREATEST FAMILY RESORT

DEPARTMENT OF COMMUNITY OPERATIONS

Code Enforcement • Construction • Engineering • Environmental Management • Parks and Recreation • Planning • Zoning

Memo

To: James Mallon
From: Arthur J. Chew, PE, PP, CFM, CME, CPWM 
CC: Joseph Clark
Date: September 30, 2015
Re: Authorization to Bid 15-40 – 2015-16 Sand Hauling Services

This project is for as needed sand hauling services. Sand is proposed to be hauled in accordance with the existing NJDEP beach and dune maintenance permit. Sand will be moved from the beaches along the Great Egg Harbor Inlet and along the bay south of the Longport Bridge to any beach within the City that is in need of sand replenishment. Services provided will have a minimum quantity that will exceed the capabilities of the Public Works Department. Pricing will remain in effect till May 31, 2016

AJC

\\OCESERVER\NetworkShare\Engineering\2-Beach and Bay\2-2015-040 2015-16 Sand Hauling\Letters\15-40 memo to authorize 15-09-30.doc

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

#4

**TO AUTHORIZE THE ADVERTISEMENT OF SPECIFICATIONS FOR
CITY CONTRACT #16-01, TRANSPORTATION CENTER RESTORATION – PHASE III**

BE IT RESOLVED by the City Council of the City of Ocean City, New Jersey that it authorizes the advertisement of specifications for City Contract #16-01, Transportation Center Restoration – Phase III.

Keith P. Hartzell
Council President

Note: Legal advertisement, bid proposal opening and anticipated award will be determined at a later date

Files: RAU 16-01 Transportation Center Phase III.doc

Offered by Seconded by

The above resolution was duly adopted by the City Council of the City of Ocean City, New Jersey, at a meeting of said Council duly held on the day of 2015

NAME	AYE	NAY	ABSENT	ABSTAINED
Bergman	_____	_____	_____	_____
DeVlieger	_____	_____	_____	_____
Guinasso	_____	_____	_____	_____
Hartzell	_____	_____	_____	_____
McClellan	_____	_____	_____	_____
Madden	_____	_____	_____	_____

.....
City Clerk

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

#5

**TO AUTHORIZE THE ADVERTISEMENT OF SPECIFICATIONS FOR CITY
CONTRACT #16-05, LEASE OF CITY OWNED BEACH PARCELS**

BE IT RESOLVED by the City Council of the City of Ocean City, New Jersey that it authorizes the advertisement of specifications for City Contract #16-05, Lease of City Owned Beach Parcels.

Keith P. Hartzell
Council President

Note: Legal advertisement will be placed in the Ocean City Sentinel on Wednesday, October 28, 2015 with the bid proposal opening scheduled on Tuesday, November 24, 2015 and an anticipated date of award on Thursday, December 17, 2015.

Files: RAU 16-05, Lease of City Owned Beach Parcels.doc

Offered by Seconded by

The above resolution was duly adopted by the City Council of the City of Ocean City, New Jersey, at a meeting of said Council duly held on the day of 2015

NAME	AYE	NAY	ABSENT	ABSTAINED
Bergman	_____	_____	_____	_____
DeVlieger	_____	_____	_____	_____
Guinasso	_____	_____	_____	_____
Hartzell	_____	_____	_____	_____
McClellan	_____	_____	_____	_____

.....
City Clerk

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY
RESOLUTION

#6

**AUTHORIZING THE AWARD OF A CONTRACT TO TORTORICE CONTRACTORS, INC. FOR
ROOF REPAIRS AT VARIOUS LOCATIONS**

WHEREAS, the City of Ocean City has a need to maintain and replace roofing materials at various City locations; and

WHEREAS, it is determined in the best interest of the City of Ocean City to have the roofs on City owned buildings' maintained in order to provide a safe environment and protect the City of Ocean City's capital investments; and

WHEREAS, Joseph S. Clark, QPA, City Purchasing Manager has determined and certified in writing that the value of the contract will exceed \$17,500.00; and

WHEREAS, Tortorice Contractors, Inc. has performed these services in the past; and

WHEREAS, Joseph A. Berenato, Director of Public Works; Steve Longo, Manger Specialist; Dorothy F. McCrosson, Esq., City Solicitor; Darleen H. Korup, Purchasing Assistant and Joseph S. Clark, QPA, City Purchasing Manager have reviewed the submitted proposals and recommended that Tortorice Contractors, Inc. 161 Blackwood Barnsboro Road, Sewell, NJ 08080 be awarded an alternative non-advertised method contract for roof repairs & maintenance for the City of Ocean City's buildings; and

WHEREAS, Tortorice Contractors, Inc. has submitted a Business Entity Disclosure Certification which certifies that Tortorice Contractors, Inc. has not made any contributions to a political or candidate committee for an elected office in the City of Ocean City, County of Cape May, New Jersey in the previous one (1) year period, and that the contract will prohibit Tortorice Contractors, Inc. from making any contributions through the term of the contract; and

WHEREAS, the City of Ocean City may enter into an alternative non-advertised method contract pursuant to the provisions of N.J.S.A.19:44A-20.5; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Ocean City, New Jersey that an alternative non-advertised method contract with **Tortorice Contractors, Inc. 161 Blackwood Barnsboro Road, Sewell, NJ 08080** be awarded as follows:

1. Provide roof repairs & maintenance for the Department of Public Works to maintain the City of Ocean City's buildings for the calendar year 2015.

Expended to Date.....	\$ 10,054.00
Requisition awaiting authorization.....	\$ <u>13,533.00</u>

Total to Date \$ 23,587.00

2. A copy of the Business Entity Certification, the Determination of Value and Business Registration Certificate (BRC) for Tortorice Contractors, Inc. has been submitted and shall be placed on file in the City's Purchasing Division Office.
3. A copy of this Resolution and Contract shall be available for inspection in the Ocean City Clerk's Office and shall be published on one (1) occasion in the Ocean City Sentinel.

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY
RESOLUTION

BE IT FURTHER RESOLVED by the City Council of the City of Ocean City that the Purchasing Manager is authorized to execute a purchase order with **Tortorice Contractors, Inc. 161 Blackwood Barnsboro Road, Sewell, NJ 08080** in accordance with this resolution.

The Director of Financial Management certifies that funds are available and shall be charged to the appropriate accounts as Purchase Orders are issued.

CERTIFICATION OF FUNDS

Frank Donato III, CMFO
Director of Financial Management

Keith P. Hartzell
Council President

File: RAW 15 Purchase Non-Advertised Tortorice Contractors, Inc.doc

Offered by Seconded by

The above resolution was duly adopted by the City Council of the City of Ocean City, New Jersey, at a meeting of said Council duly held on the day of 2015

NAME	AYE	NAY	ABSENT	ABSTAINED
Bergman	_____	_____	_____	_____
DeVlieger	_____	_____	_____	_____
Guinono	_____	_____	_____	_____
Hartzell	_____	_____	_____	_____
McClellan	_____	_____	_____	_____

.....
City Clerk



CITY OF OCEAN CITY

AMERICA'S GREATEST FAMILY RESORT

DEPARTMENT OF COMMUNITY OPERATIONS

MEMORANDUM

TO: JOSEPH CLARK, PURCHASING MANAGER

FROM: STEVEN LONGO, MANAGER

DATE: OCTOBER 7, 2015

RE: TORTORICE CONTRACTORS, INC. / PUBLIC SAFETY BUILDING-ROOF REPAIR

Assistance is being sought to advance a resolution to City Council for the authorization of Tortorice Contractors, Inc. to perform roof repair work at the Public Safety Building.

It has been determined that the existing roof system is reaching the useful life cycle and as such the wooden decking below the roof in several areas has become extremely worn and damaged. The proposed work will address the discovered concerns with the decking and restore the roof system to eliminate further water intrusion while the longer term future of the building use is determined.

Tortorice Contractors has performed roofing and siding work for over 30-years in the surrounding community and has completed projects for the City with a high standard of satisfaction for several years now. Work done at other facilities earlier in the year and the needed repairs at the Public Safety Building will exceed the NJ State Pay-To-Play disclosure law threshold and thus the request for City Council authorization for the needed work.

The necessary capital dollars to fund the roof repairs are included in the current 2015 Capital Budget.

Please let me know if there are any questions and thank you for the time and assistance in this matter.

SL
C: J. Berenatto, PW Dir.

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

#7

AUTHORIZING A PROFESSIONAL SERVICES CONTRACT BETWEEN THE CITY OF OCEAN CITY & ADAMS, REHMANN & HEGGAN ASSOCIATES, INC. FOR ENGINEERING SERVICES

WHEREAS, the City of Ocean City requires an environmental consultant and engineer to assist with remediation of underground storage tanks at the Fleet Maintenance Building; and

WHEREAS, the City of Ocean City is desirous of entering into a Professional Services Contract with Adams, Rehmann & Heggan Associates, Inc. 850 South White Horse Pike, PO Box 579, Hammonton, NJ 08037-2019 to continue with the design plans plans, specifications and project management for the remediation of underground storage tanks at the Fleet Maintenance Building; and

WHEREAS, Adams, Rehmann & Heggan Associates, Inc. have preformed monitoring, sampling, permitting and investigation to remediate the underground tanks at the Fleet Maintenance Building; and

WHEREAS, Adams, Rehmann & Heggan Associates, Inc. has been determined to have the necessary expertise and ability to perform said services; and

WHEREAS, Joseph S. Clark, QPA, City Purchasing Manager has determined and certified in writing that the value of the contracts issued in the calendar year 2011 with said firm will exceed \$17,500.00; and

WHEREAS, a contract for Professional Services with Adams, Rehmann & Heggan Associates, Inc. may be entered into without competitive bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i) & N.J.S.A. 19:44A-20.5; and

WHEREAS, Roger D. McLarnon, P.E., P.P., C.M.E., C.F.M., C.P.W.M., City Engineer; Arthur Chew, P.E., Assistant City Engineer; Dorothy F. McCrosson, Esq., City Solicitor; Darleen H. Korup, Purchasing Assistant and Joseph S. Clark, QPA, City Purchasing Manager have reviewed the said firm's proposal and recommend the award of a non advertised professional service contract to Adams, Rehmann & Heggan Associates, Inc., 850 South White Horse Pike, PO Box 579, Hammonton, NJ 08037-2019 for the Remediation of the Underground Storage Tanks at the Fleet Maintenance Building; and

WHEREAS, this contract is awarded through a non advertised process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, Adams, Rehmann & Heggan Associates, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that Adams, Rehmann & Heggan Associates, Inc. has not made any reportable contribution to a political committee or candidate for an elected office in the City of Ocean City, New Jersey in the previous one year period, and that the contract will prohibit Adams, Rehmann & Heggan Associates, Inc. from making any reportable contributions through the term of the contract; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Ocean City, New Jersey that a professional services contract with **Adams, Rehmann & Heggan Associates, Inc., 850 South White Horse Pike, PO Box 579, Hammonton, NJ 08037-2019** be awarded as follows:

1. UST Analysis/Report for the Vehicle Maintenance Building Free Product Recovery (interim & active system), Free Product Delineation, Tank Closure (UST-9), Remedial Investigation Addendum (if required), Remedial Action Work Plan, Project Management and Administrative Tasks:

<u>Item</u>	<u>Description</u>	<u>Unit</u>	<u>2015-2016 Year Rates</u>
Engineering Department Rates:			
1.	Principal		
2.	Director/Division Engineer Regional Manager	Per Hour	\$ 140.00
3.	Group Manager/Engineering Manager	Per Hour	\$ 130.00
4.	Senior Project Manager/Senior Construction Mgr.	Per Hour	\$ 120.00
5.	Project Manager/Construction	Per Hour	\$ 110.00
6.	Project Engineer	Per Hour	\$ 100.00
7.	Assistant PM	Per Hour	\$ 95.00
8.	Staff Engineer III/Senior Inspector	Per Hour	\$ 85.00
9.	Staff Engineer II/Senior Inspector/Eng. Tech III	Per Hour	\$ 75.00
10.	Staff Engineer I/Inspector	Per Hour	\$ 65.00
11.	Engineering Technician II/Senior Project Clerk	Per Hour	\$ 65.00
12.	Engineering Technician I/Project Clerk	Per Hour	\$ 50.00
13.	Engineer Intern	Per Hour	\$ 45.00

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

Adams, Rehmann & Heggan Associates, Inc. (Continued)

<u>Item</u>	<u>Description</u>	<u>Unit</u>	<u>2015-2016 Year Rates</u>
Non-Engineering Department Rates:			
14.	Principal	Per Hour	\$ 150.00
15.	Department Head/Project Administrator	Per Hour	\$ 130.00
16.	Senior Project Manager	Per Hour	\$ 110.00
17.	Project Manager	Per Hour	\$ 95.00
18.	Assistant Project Manager	Per Hour	\$ 75.00
19.	Survey Crew – 3 Person	Per Hour	\$ 145.00
20.	Survey Crew – 2 Person	Per Hour	\$ 125.00
21.	Survey Crew – 1 Person	Per Hour	\$ 110.00
22.	Cost of preparing copies, mailings, prints will be billed as direct costs		
23.	Services during the contract period are subject to the actual needs as established by the City of Ocean City. As items are required, the City Purchasing Manager shall issue a purchase order for those items based on the availability of funds. No items shall be sent to the City without first obtaining a purchase order for said service.		
24.	A copy of the Pay-to-Play Certification & the Business Registration Certificate (BRC) for Adams, Rehmann & Heggan Associates, Inc. has been submitted and shall be placed on file in the City's Purchasing Division Office.		
25.	A copy of this Resolution and Contract shall be available for inspection in the Ocean City Clerk's Office and shall be published on one (1) occasion in the Ocean City Sentinel.		

BE IT FURTHER RESOLVED by the City Council of the City of Ocean City that the Mayor and the City Purchasing Manager are hereby authorized to enter into a formal contract agreement with **Adams, Rehmann & Heggan Associates, Inc., 850 South White Horse Pike, PO Box 579, Hammonton, NJ 08037-2019** beginning on October 1, 2015 and continuing through September 30, 2016 for professional environmental engineering services for the remediation of the underground storage tanks at the Fleet Maintenance Building as listed and in accordance with this resolution and submitted proposal forms.

The Director of Financial Management certifies that funds are available for the 2015 Municipal Budget year and shall be charged to the appropriate Operating/Capital Accounts as the purchase orders are issued. The funds for 2016 are contingent upon the adoption of the 2016 Local Municipal Budget and will be charged to the appropriate Operating/Capital Accounts as the 2016 purchase orders are issued.

CERTIFICATION OF FUNDS

 Frank Donato, III, CMFO
 Director of Financial Management

 Keith P. Hartzell
 Council President

File: RPS 2015-2016 Adams, Rehmann & Heggan Associates, Inc UST Remediation.doc

Offered by Seconded by

The above resolution was duly adopted by the City Council of the City of Ocean City, New Jersey, at a meeting of said Council duly held on the day of 2015

NAME	AYE	NAY	ABSENT	ABSTAINED
Bergman	_____	_____	_____	_____
DeVlieger	_____	_____	_____	_____
Guinnesso	_____	_____	_____	_____
Hartzell	_____	_____	_____	_____
McClellan	_____	_____	_____	_____

.....
 Linda P. MacIntyre, City Clerk

Standard Rate Schedule for October 1, 2015 through September 30, 2016

The following rate card represents ARH's standard hourly rates, which are negotiable. At ARH, we tend to believe the overall cost of the job is the most important barometer. We are proud of our reputation of rarely requiring change orders and going to great lengths to keep costs to our clients down.

Engineering Department Rates:

Staff Designation	Rate	ASCE Grade
Principal/VP	\$150	VIII
Director/Division Engineer/Regional Manager	\$140	VII & Up
Group Manager/Engineering Manager (Senior Client Manager)	\$130	VII
Senior Project Manager/Senior Construction Manager	\$120	VI
Project Manager/Construction Manager	\$110	V
Project Engineer	\$100	IV - With PE
Assistant PM	\$95	IV - No PE
Staff Engineer III/Senior Inspector (NICET III)	\$85	III
Staff Engineer II/Senior Inspector/Engineering Technician III	\$75	III
Staff Engineer I/Inspector	\$65	I & II
Engineering Technician II/Senior Project Clerk	\$65	
Engineering Technician I/Project Clerk	\$50	
Engineering Intern	\$45	

Non-Engineering Department Rates
(Environmental, GIS, Planning & Surveying):

Staff Designation	Rate
Principal	\$150
Department Head/Project Administrator	\$130
Senior Project Manager	\$110
Project Manager	\$95
Associate Project Manager	\$75
Survey Crew (3 person)	\$145
Survey Crew (2 person)	\$125
Survey Crew (1 person)	\$110

The cost of preparing copies, prints, mailings, etc., will be billed as direct costs.

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

#8

AUTHORIZING A PROFESSIONAL SERVICES CONTRACT BETWEEN THE CITY OF OCEAN CITY & PAULUS, SOKOLOWSKI AND SARTO, LLC FOR ADDITIONAL DESIGN SERVICES FOR THE NORTH END STORM WATER PUMP STATION

WHEREAS, the City of Ocean City requires an environmental consultant and engineer to assist with a FEMA hazard mitigation grant project for the installation of a pump station and associated drainage; and

WHEREAS, the City of Ocean City is desirous of entering into a Professional Services Contract with Paulus, Sokolowski and Sarto, LLC, 67B Mountain Blvd. Extension, PO Box 4039, Warren, NJ 07059 to continue with the permitting, pump station design, road design & construction management services for a FEMA Hazard Mitigation Grant Project; and

WHEREAS, Paulus, Sokolowski and Sarto, LLC have preformed permitting, pump station design, road design & construction management services for the pump station & associated drainage; and

WHEREAS, Paulus, Sokolowski and Sarto, LLC has been determined to have the necessary expertise and ability to perform said services; and

WHEREAS, Joseph S. Clark, QPA, City Purchasing Manager has determined and certified in writing that the value of the contracts issued in the calendar year 2011 with said firm will exceed \$17,500.00; and

WHEREAS, a contract for Professional Services with Paulus, Sokolowski and Sarto, LLC. may be entered into without competitive bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i) & N.J.S.A. 19:44A-20.5; and

WHEREAS, Roger D. McLarnon, P.E., P.P., C.M.E., C.F.M., C.P.W.M., City Engineer; Arthur Chew, P.E., Assistant City Engineer; Dorothy F. McCrosson, Esq., City Solicitor; Darleen H. Korup, Purchasing Assistant and Joseph S. Clark, QPA, City Purchasing Manager have reviewed the said firm's proposal and recommend the award of a non advertised professional service contract to Paulus, Sokolowski and Sarto, LLC, 67B Mountain Blvd. Extension, PO Box 4039, Warren, NJ 07059 for the pump station & associated drainage; and

WHEREAS, this contract is awarded through a non advertised process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, Paulus, Sokolowski and Sarto, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that Paulus, Sokolowski and Sarto, LLC has not made any reportable contribution to a political committee or candidate for an elected office in the City of Ocean City, New Jersey in the previous one year period, and that the contract will prohibit Paulus, Sokolowski and Sarto, LLC from making any reportable contributions through the term of the contract; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Ocean City, New Jersey that a professional services contract with **Paulus, Sokolowski and Sarto, LLC, 67B Mountain Blvd. Extension, PO Box 4039, Warren, NJ 07059** be awarded as follows:

<u>Item</u>	<u>Description</u>	<u>Total Cost</u>
2.1.1	Mechanical/Site Engineering	\$ 36,000.00
2.1.2	Architectural/Structural Engineering	\$ 41,000.00
2.2	CAFRA Revisions and Green Acres Final Application	\$ 21,700.00
Total for Items 2.1.1, 2.1.2 & 2.2		\$ 98,700.00
2.1.3	Additional Costs/Soil Testing	\$ 1,200.00
2.1.4	Additional Application Costs	\$ 18,500.00
Total for Items 2.1.3 & 2.1.4		\$ 19,700.00
Total Amount of All Items.....		\$ 118,400.00

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY
RESOLUTION

3. Services during the contract period are subject to the actual needs as established by the City of Ocean City. As items are required, the City Purchasing Manager shall issue a purchase order for those items based on the availability of funds. No items shall be sent to the City without first obtaining a purchase order for said service.
4. A copy of the Pay-to-Play Certification & the Business Registration Certificate (BRC) for Adams, Rehmann & Heggan Associates, Inc. has been submitted and shall be placed on file in the City's Purchasing Division Office.
5. A copy of this Resolution and Contract shall be available for inspection in the Ocean City Clerk's Office and shall be published on one (1) occasion in the Ocean City Sentinel.

BE IT FURTHER RESOLVED by the City Council of the City of Ocean City that the Mayor and the City Purchasing Manager are hereby authorized to enter into a formal contract agreement with **Paulas, Sokolowski and Sarto, LLC, 67B Mountain Blvd. Extension, PO Box 4039, Warren, NJ 07059** beginning on October 1, 2015 and continuing through September 30, 2016 for professional environmental consultant and engineer to assist with a FEMA hazard mitigation grant project for the installation of a pump station and associated drainage as listed and in accordance with this resolution and submitted proposal forms.

The Director of Financial Management certifies that funds are available for the 2015 Municipal Budget year and shall be charged to the appropriate Operating/Capital Accounts as the purchase orders are issued. The funds for 2016 are contingent upon the adoption of the 2016 Local Municipal Budget and will be charged to the appropriate Operating/Capital Accounts as the 2016 purchase orders are issued.

CERTIFICATION OF FUNDS

Frank Donato III, CMFO
Director of Financial Management

Keith P. Hartzell
Council President

Files: RPS 15-16 PSS FEMA Hazard.doc

Offered by Seconded by

The above resolution was duly adopted by the City Council of the City of Ocean City, New Jersey, at a meeting of said Council duly held on the day of 2015

NAME	AYE	NAY	ABSENT	ABSTAINED
Bergman	_____	_____	_____	_____
DeVlenger	_____	_____	_____	_____
Guinasso	_____	_____	_____	_____
Hartzell	_____	_____	_____	_____
McClellan	_____	_____	_____	_____

.....
City Clerk



September 28, 2015
04632.0001

VIA E-MAIL & USPS

City of Ocean City
Engineers Office
Attn: Arthur Chew, P.E., Assistant City Engineer
115 E. 12th Street
Ocean City, New Jersey 08226

Re: Clarification of Proposal for Additional Professional Design Services
North End Stormwater Pump Station
City of Ocean City, Cape May County, NJ

Dear Mr. Chew:

The purpose of this letter is to follow-up regarding my previous letter dated July 22, 2015 concerning my request for additional professional design services and related fees and our subsequent conversation.

It is my understanding that after your conversations with myself and Donna McCormack that you take no exceptions to my request for the following additional professional fees presented in my letter dated July 22, 2015, so there is no need for further discussions regarding these matters.

Section 2.1.1 Engineering Concept Investigation for 3rd Street and Haven Avenue Pump Station Location	\$36,000
Section 2.1.3 Organic Content Soil Testing (previously approved)	\$ 1,200
Section 2.1.4 Green Acres Pre-Application (previously approved)	\$18,500
Section 2.2.1 Revisions Due to a Major Overhaul of CAFRA Regulations.....	\$ 2,400
Section 2.2.2 Green Acres Final Application.....	\$19,300

As for Section 2.1.2 in my letter dated July 22, 2015, PS&S will modify and redesign the proposed generator building (originally based on the 100-year storm) to conform to a 500-year design storm as requested by FEMA; however, this change represents some major redesign tasks.

Regarding the additional professional services for the redesign of the proposed generator building, we offer the following rationale and supporting information:

The design criteria for the 500-year storm versus the 100-year storm causes both an additional two (2) foot design change in the building elevation and a major architectural

Central Monmouth
Business Park
1433 Highway 34
Suite A-4
Wall, NJ 07727

T. 848.206.2020

www.psands.com



Arthur Chew, P.E.
City of Ocean City
September 28, 2015

and structural design change in the materials of construction from our previously designed wood structure to a redesign of a reinforced concrete structure. When our proposal was submitted to the City of Ocean City in November 2013, the FEMA "Guidance Document" applying ASCE 24 just came into effect. This document established the associated finished floor elevations above the 100-year storm for each structure Classification. There is no reference or mention in this document to a 500-year storm. Our proposal was based on the then 100-year storm design criteria.

The FEMA "policy" has been changed subsequent to PS&S submitting our original proposal almost two (2) years ago. FEMA created and issued their "Mitigation Policy, FEMA Policy – 203-074-1," dated April 21, 2014, as the Standards for Hazard Mitigation Assistance Projects in Flood Hazard Areas. This is a FEMA policy, not a regulation. This document states that "There are no previous mitigation policies or guidance related to this subject." Therefore, this is the first time FEMA has formally established their funding requirements.

The above policy directs the technical design of projects to ASCE-24-5, which "establishes minimum design and construction standards based on structure classification and flood hazard zone." There is no 500-year storm requirement in ASCE-24-5.

The 500 year flood comes into play with the "Highlights of ASCE-24-15, Flood Resistant Design and Construction," which has not yet been adopted and was not even available until January, 2015. This document indicates the 500-year storm as criteria applicable to a Flood Class 4 structure. The proposed generator building is a Flood Class 2 or 3 structure. While the proposed generator building can be designed at an additional cost to meet the new 500-year flood requirements, this was not considered when our original proposal was submitted.

Regardless of whether the generator building is designed to meet the new 500-year flood or the 100-year flood, there would have been additional professional services requested by PS&S for the redesign of the proposed generator building.

The original 3rd Street site is classified as an AE-9 flood zone. The proposed generator building concept changed considerably. The concept initially proposed by PS&S was that the building would take on the appearance of a gazebo type structure, but that concept was quickly discarded before any building design was initiated.

The design of the 3rd Street generator building was initiated under the revised concept of a two (2) story building that would blend in with the look of the residential housing in its general vicinity.



Arthur Chew, P.E.
 City of Ocean City
 September 28, 2015

During a project status meeting with the City, the site location changed to the present 6th Street site in Memorial Park.

As a result of the meeting, the final design concept changed to a one (1) story separate structure located in front of and matching the architecture of the City's existing restroom/concession building. As a one (1) story structure, the footprint of the building was enlarged considerably, thus broadening the architectural and structural engineering design.

The 6th Street site is classified as an AE-10 flood zone as opposed to the 3rd Street site which is classified as an AE-9 flood zone. The proposed generator building is now in the AE-10 wave zone. This has caused a major structural design concept change for the generator building. The new scope must ensure that the structure will be able to withstand wave actions and loads that cause the undermining of foundations that will ultimately lead to building failure.

However, in response to your review comments, we have revisited our proposal costs to find ways to cut our design costs and still deliver a generator building that meets both the City's requirements and the FEMA 500-year flood guidance documents. The additional engineering cost related to the redesign concept has been revised and is now estimated to be 340 hours in labor and \$41,000 in fees.

1. ADDITIONAL LUMP SUM FEE SUMMARY

Section 2.1.1 Mechanical/Site Engineering.....	\$36,000
Section 2.1.2 Architectural/Structural Engineering	\$41,000
Section 2.2 CAFRA Revisions and Green Acres Final Application	<u>\$21,700</u>
Total	\$98,700

PS&S proposes to provide additional project services for a Total Lump Sum fee of **Ninety Eight Thousand Seven Hundred Dollars (\$98,700)** exclusive of reimbursable expenses. Our services will be provided in accordance with the Schedule of Rates already established with the City of Ocean City.

LUMP SUM FEE SUMMARY (TO MODIFY THE ORIGINAL PURCHASE ORDER)

Section 2.1.3 (previously approved by the City)	\$1,200
Section 2.1.4 (previously approved by the City)	\$18,500
Additional Lump Sum Fee From Above	\$98,700



Arthur Chew, P.E.
City of Ocean City
September 28, 2015

Total Required Purchase Order Amendment \$118,400

2. AUTHORIZATION

We thank you for your understanding and consideration. Should you find this proposal acceptable, please return one signed copy to authorize this work with an amended purchase order. Should you have any questions, please do not hesitate to call.

Very truly yours,

PAULUS, SOKOLOWSKI & SARTOR, LLC

James Wancho, P.E.
Vice President

David J. Applegate, P.E.
Associate Principal

Cc: Roger McLarnon, P.E., Director-City Engineer
Frank Weisensee, P.E.

ACKNOWLEDGED AND ACCEPTED
CLIENT: City of Ocean City
SIGNATURE:
NAME:
TITLE:
DATE:

ADOPTING THE PREQUALIFICATION REGULATIONS OF PROSPECTIVE BIDDERS FOR CITY CONTRACT #15-38, RENOVATIONS TO THE OCEAN CITY LIFE SAVING STATION – PHASE II

WHEREAS, the prequalification process is a quality control measure employed by the State of New Jersey to ensure that contractors have the skills, resources and experience needed to work on historic buildings or sites; and

WHEREAS, according to the Grant Agreement (Section V, Assignments and Subcontracts) the New Jersey Historic Trust must approve all potential bidders to ensure that they are acceptable and qualified prior to distribution of bid packets by Grantees; and

WHEREAS, Prequalification regulations/procedures can be divided into four general steps:

- 1) Development of prequalification regulations, statement of bidder's qualification, and bidder's questionnaire.
- 2) Scheduling of a public hearing and the formal adoption of those regulations by your local governing body.
- 3) The approval of the prequalification regulation by the Director of the Division of Local Government Services.
- 4) The solicitation and selection of bids from perspective bidders deemed qualified by the City and project architect in consultation with the New Jersey Historic Trust and according to the prequalification regulations.

WHEREAS, the City of Ocean City awarded a professional service contract to Michael Calafati Architect, LLC on Thursday, June 25, 2015 by Resolution #15-51-162 for the Ocean City Life Saving Station Improvements Phase II-Historic Architecture; and

WHEREAS, Michael Calafati Architect, LLC acted as the City of Ocean City's representative and developed the Pre Qualification Regulations for Prospective Bidders for City Contract #15-38, Renovations to the Ocean City Life Saving Station; and

WHEREAS, the City of Ocean City provided adequate public notice through publication of The Notice of a Public Hearing in the Ocean City Sentinel published on Wednesday, September 16, 2015 and the Press of Atlantic City, published on Wednesday, September 16, 2015 which was twenty six days in advance of the October 13th hearing date; and

WHEREAS, Joseph S. Clark, QPA, City Purchasing Manager on Tuesday, October 13, 2015 at 11:00 a.m. EDST opened the hearing for Public review of the Pre Qualification Regulations for Prospective Bidders and the City Clerk of the City of Ocean City has a record of the proceedings at the hearing and of the testimony of any citizen or prospective bidder; and

WHEREAS, not a citizen or prospective bidder was in attendance and no comments were received on the proposed Pre Qualification Regulations for Prospective Bidders; and

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY
RESOLUTION

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Ocean City that the attached the Pre Qualification Regulations for Prospective Bidders for City Contract #15-38, Renovations to the Ocean City Life Saving Station located at 801 4th Street in the City of Ocean City, NJ are hereby adopted and approved; and

NOW THEREFORE BE IT FURTHER RESOLVED by the City Council of the City of Ocean City that shall submit the Pre Qualification Regulations for Prospective Bidders for City Contract #15-38, Renovations to the Ocean City Life Saving Station located at 801 4th Street in the City of Ocean City, NJ to the Director of the Division of Local Government Services for review and approval.

Keith P. Hartzell
Council President

Files: RES Pre Qualification Regulation Prospective Bidders #15-38 OCLSS.doc

Offered by Seconded by

The above resolution was duly adopted by the City Council of the City of Ocean City, New Jersey, at a meeting of
said Council duly held on the day of 2015

NAME	AYE	NAY	ABSENT	ABSTAINED
Bergman	_____	_____	_____	_____
DeVito	_____	_____	_____	_____
Guinasso	_____	_____	_____	_____
Hartzell	_____	_____	_____	_____
McClellan	_____	_____	_____	_____
Martin	_____	_____	_____	_____

.....
City Clerk

Advertisement for Release TBD

REQUEST FOR BIDDER QUALIFICATIONS

Phase II Improvements at the Ocean City Life Saving Station

801 4th Street, Ocean City, NJ 08226

Pursuant to N.J.S.A. 40A:11-25, "Prequalification of Bidders," the City of Ocean City is seeking qualifications from prospective contractors specializing in preservation and restoration construction work. The project will continue with work to restore the building to its circa 1915 appearance, based on the recommendations of the recently completed *Preservation Plan*. An earlier project, also funded by NJHT and recently completed, addressed many aspects of the building's structure and exterior. This project will address selective interior demolition, new gas water and sewer lines, restoration and replication of doors, windows, and shutters, construction of new boat ramps and ADA ramp, interior painting and finishes and new mechanical and electrical systems (including a ADA compliant toilet room). This project has received grant funding from the New Jersey Historic Trust.

A Bidder's Qualifications Statement is available from either the City (during regular business hours) or from Michael Calafati Architect, LLC. All questions must be made to the Architect in writing (via email). In addition, requests for a Bidder's Qualifications Statement from the architect must be made in writing via email (please provide return email address). The project is estimated to have an aggregate construction cost of approximately \$635,000.

OWNER

City of Ocean City

861 Asbury Avenue – Room 203, Ocean City, NJ 08226

Contact: Joseph S. Clark, QPA, RPPO, CPPB, City Purchasing Manager

Tel: 609-399-6111 ext. 9354; Email: jclark@ocnj.us

ARCHITECT

Michael Calafati Architect, LLC

PO Box 2363, Cape May, NJ 08204

Contact: Michael Calafati, AIA

Tel: 609-884-4922; Email michael@calafati.com

Contractors must submit a completed Bidder's Qualifications Statement in duplicate to the office of the Purchasing Manager, 861 Asbury Avenue – Room 203, Ocean City, NJ 08226 on or before 11:00 a.m. on TBD. Faxed or emailed submissions will not be accepted.

Schedule: It is the City's intention to release Bid Documents to qualified bidders shortly thereafter.

Bid Documents are not available for review at this time.

Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27.

BIDDER'S QUESTIONNAIRE PACKAGE
FOR
PHASE II IMPROVEMENTS AT THE OCEAN CITY LIFE SAVING STATION
801 4TH STREET, OCEAN CITY, NJ 08226
CITY OF OCEAN CITY, OWNER

This Package Contains:

1. Project Fact Sheet (pages 2 and 3 of 7).
2. Pre-qualifications Regulations (pages 4 and 5 of 7).
3. Project Location Map (page 7 of 7).
4. Bidder's Qualifications Statement (7 pages bound separately).

Important: Only the completed Bidder's Qualifications Statement (item 4 above) should be submitted. Items 1, 2 and 3 above are for the information of prospective bidders and need not be returned.

If you have any questions regarding this project, contact Michael Calafati (via email to michael@calafati.com). Only written questions will receive responses. No Telephone Calls Please.

BIDDER'S QUESTIONNAIRE PACKAGE

FOR

PHASE II IMPROVEMENTS AT THE OCEAN CITY LIFE SAVING STATION

801 4TH STREET, OCEAN CITY, NJ 08226

CITY OF OCEAN CITY, OWNER

PROJECT: PHASE II IMPROVEMENTS AT THE
OCEAN CITY LIFE SAVING STATION

LOCATION: 801 4TH STREET, OCEAN CITY, NJ 08226

OWNER: The City of Ocean City

**OWNER/PROJECT
REPRESENTATIVE:** Joseph S. Clark, QPA, RPPO, CPPB, City Purchasing Manager
Ocean City City Hall
861 Asbury Avenue – Room 203
Ocean City, NJ 08226
Tel 609-399-6111 ext. 9354

ARCHITECT: Michael Calafati Architect, LLC
PO Box 2363
Cape May, NJ 08204
Michael Calafati, AIA, Principal-in-Charge
Tel 609-884-4922

PROJECT FUNDING: The City of Ocean City and the New Jersey Historic Trust

BACKGROUND INFORMATION:

Significant as an example of a type of life-saving station and for its association with the activities of the U.S. Life Saving Service, the building was constructed in 1885 in what was referred to as the "1882" type (25 life-saving stations were constructed in this style). In 1905 the building's footprint was expanded to nearly twice its original size. The expansion was done in a style unique to New Jersey Life Saving Stations. In 1915 the U.S. Life Saving Service was absorbed into the U.S. Coast Guard. The Coast Guard continued to utilize the building until it was decommissioned during the 1940s and sold. The building was used as a private residence until the City purchased the property five years ago. The building was listed on the New Jersey and National Registers of Historic Places in 2013.

PROJECT OBJECTIVE:

The project will continue with work to restore the building to its circa 1915 appearance, based on the recommendations of the recently completed *Preservation Plan*. An earlier project, also funded by NJHT and recently completed, addressed many aspects of the building's structure and exterior. This project will address selective interior demolition, new gas water and sewer lines, restoration and replication of doors, windows, and shutters, construction of new boat ramps and ADA ramp, interior painting and finishes and new mechanical and electrical systems (including a ADA compliant toilet room). This project has received grant funding from the New Jersey Historic Trust.

SCOPE OF WORK:

Work is to be carried out to respect and conform to the Secretary of the Interior's Standards for the Treatment of Historic Properties (Revised 1995). The project will include:

1. Overall General conditions, facilities, and temporary (typical aspects for a project of this type subject to public bidding to a pool of qualified bidders).
2. Sitework Selective demolition of non-historic furnishings; Installation of new water, gas and sewer service; Excavation to place new ramp footings; Archeological Monitoring (excavation for foundations and underground utilities as part of the contract for construction).
3. Concrete Construct footings to support new ramp.
4. Masonry Construct brick piers to support new ramp.
5. Carpentry Construct new boat ramps; Construct new ADA ramp; Install beaded board walls and ceiling in boat room, wainscoting, lockers and window trim.
6. Doors and Windows Install four-panel wood doors; Construct wood windows and shutters; Install door and window hardware.
7. Finishes Replace plaster walls and ceilings; Replace damaged flooring; Paint interior, doors, windows, lockers and shutters.
8. Special Construction Construct ADA complaint toilet room.
9. Mechanical Install dry pipe sprinkler system; Install boiler & hydronic piping; Install whole building ventilation.
10. Electrical Install new service and receptacles; Install interior light fixtures; Install new lightening protection and fire alarm system.

BIDDER'S QUESTIONNAIRE PACKAGE

FOR

PHASE II IMPROVEMENTS AT THE OCEAN CITY LIFE SAVING STATION

801 4TH STREET, OCEAN CITY, NJ 08226

CITY OF OCEAN CITY, OWNER

STATEMENT OF GENERAL NOTICE

The Ocean City Life Saving Station is located at 801 4th Street, Ocean City, NJ 08226 and is owned by the City of Ocean City. The goal of this project is to restore the building to its circa 1915 appearance, based on the recommendations of the recently completed *Preservation Plan*. An earlier project, also funded by NJHT and recently completed, addressed many aspects of the building's structure and exterior. This project has received grant funding from the New Jersey Historic Trust. All work must be carried out to respect and conform to the Secretary of the Interior's Standards for the Treatment of Historic Properties (Revised 1995) and is subject to review by the New Jersey Historic Trust.

The principal historic preservation activities required for this project include:

1. Overall General conditions, facilities, and temporary (typical aspects for a project of this type subject to public bidding to a pool of qualified bidders).
2. Sitework Selective demolition of non-historic furnishings; Installation of new water, gas and sewer service; Excavation to place new ramp footings; Archeological Monitoring (excavation for foundations and underground utilities as part of the contract for construction).
3. Concrete Construct footings to support new ramp.
4. Masonry Construct brick piers to support new ramp.
5. Carpentry Construct new boat ramps; Construct new ADA ramp; Install beaded board walls and ceiling in boat room, wainscoting, lockers and window trim.
6. Doors and Windows Install four-panel wood doors; Construct wood windows and shutters; Install door and window hardware.
7. Finishes Replace plaster walls and ceilings; Replace damaged flooring; Paint interior, doors, windows, lockers and shutters.
8. Special Construction Construct ADA complaint toilet room.
9. Mechanical Install dry pipe sprinkler system; Install boiler & hydronic piping; Install whole building ventilation.
10. Electrical Install new service and receptacles; Install interior light fixtures; Install new lightening protection and fire alarm system.

The complete scope of work consists of a single contract for the General Conditions and will be carried out in accordance with the Contract Documents (drawings and specifications).

The architect for this project is Michael Calafati Architect, LLC, PO Box 2363, Cape May, NJ 08204 (Tel 609-884-4922, Email michael@calafati.com). The owner's representative is Joseph S. Clark, Purchasing Agent, 861 Asbury Avenue, Ocean City, NJ 08226 (Tel 609-399-6111). A Project Fact Sheet describing the project and scope of work is included. All prospective bidders are strongly encouraged to visit the project site. To accommodate prospective contractors, an open house will be held on xxxday, yyy, 2015 between 10:00 a.m. and 12:00 noon.

All prospective bidders must submit a completed Qualifications Statement as set forth herein. Completed Bidder's Qualifications Statements must be submitted in duplicate to the City of Ocean City, Purchasing Agent, 861 Asbury Avenue, Ocean City, NJ 08226 no later than 11:00 a.m. on TBD. Failure to fully complete the Bidder's Qualifications Statement will result in disqualification of the prospective bidder.

The City of Ocean City, the New Jersey Historic Trust and the Project Architect will evaluate the qualifications of prospective bidders. Prospective bidders will be notified of their qualifications status in writing.

The successful Prequalified Bidders must submit with the bid the name or names of all subcontractors to whom the prospective bidder will subcontract and evidence of performance surety for themselves as well as all subcontractors. The City of Ocean City will submit the list of subcontractors to the Project Architect for review and approval of the qualifications of all the subcontractors who will be used on the project. Substitute subcontractors may be hired by the successful Bidder during the project to perform work, subject, however, to the prior approval of the City of Ocean City, the Project Architect, and the New Jersey Historic Trust (as the funding entity).

The City of Ocean City will notify in writing the prospective bidders that have been determined to be Qualified Bidders. The City of Ocean City will issue bid proposal forms, plans and specifications only to Qualified Bidders. Only bids received from previously Qualified Bidders will be opened. All successful qualified bidders will be required to submit with their bids to the City of Ocean City, New Jersey Historic Trust, and the Project Architect for their review and approval, the qualifications of all subcontractors who will be used in the project. Additional subcontractors may be hired by the successful Bidder during the project to perform work that was not contemplated at the onset of the project and could not be performed by the authorized subcontractors. However, such additional subcontractors will be subject to prior approval by the City of Ocean City, the New Jersey Historic Trust (as the funding entity) and the Project Architect.

**STATEMENT OF BIDDER QUESTIONNAIRE/CRITERIA
FOR EVALUATING BIDDERS**

The following six (6) criteria will be used for evaluating the qualifications of potential Bidders. The evaluation will be based on information in the Qualifications Statement provided by prospective Bidders as well as information supplied by the Bidders' references.

1. The prospective Bidder, acting as General Contractor, will be required to demonstrate verifiable, successful experience in Project Supervision and Administration of Historic Preservation Projects including selective demolition, rough and finished carpentry repairs and the installation of new mechanical and electrical systems. This experience shall include two (2) projects involving separate historic buildings or sites and of similar activities and scope of work as the subject project completed in compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties (revised 1995) within the past five (5) years preceding the date of the execution of this pre-qualifications form. The aggregate construction cost of each previous project must have been a minimum project cost of \$320,000. At least one (1) of the projects must have been reviewed by a State Historic Preservation Office, the New Jersey Historic Trust, or the historic review body of a county or municipal authority.
2. The prospective Bidder's proposed project supervisor will be required to demonstrate verifiable, successful experience in Project Supervision and Administration of Historic Preservation Projects including selective demolition, rough and finished carpentry repairs and the installation of new mechanical and electrical systems. This experience shall include two (2) projects involving separate historic buildings or sites and of similar activities and scope of work as the subject project completed in compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties (revised 1995) within the past five (5) years preceding the date of the execution of this pre-qualifications form. The aggregate construction cost of each previous project must have been a minimum project cost of \$320,000. At least one (1) of the projects must have been reviewed by a State Historic Preservation Office, the New Jersey Historic Trust, or the historic review body of a county or municipal authority.
3. The prospective Bidder must provide a list of the names, titles and years of experience of all principal members of the prospective bidder's staff who will be available and assigned to this particular project.
4. The prospective Bidder's firm or any predecessor firm must not have wrongfully defaulted on a contract or had work terminated for non-performance within the past five (5) years.
5. The prospective Bidder's firm or any predecessor firm must not have been denied a consent of surety, a bid guarantee, or a performance bond within the past twelve (12) months, based on the bidder's inability to meet the surety's reasonable underwriting standards.
6. The Bidder must demonstrate satisfactory performance on all current projects in progress.

BIDDER'S QUESTIONNAIRE PACKAGE

FOR

PHASE II IMPROVEMENTS AT THE OCEAN CITY LIFE SAVING STATION

801 4TH STREET, OCEAN CITY, NJ 08226

CITY OF OCEAN CITY, OWNER



The Ocean City Life Saving Station

**801 4th Street (corner Atlantic Avenue)
Ocean City, NJ 08226**

**Project Location Map (Blue Dot)
North Top of Page**

COMPLETE AND RETURN ONLY THIS 7-PAGE FORM

**BIDDER'S QUALIFICATIONS STATEMENT
OCEAN CITY LIFE SAVING STATION, 801 4TH STREET, OCEAN CITY, NJ 08226**

This form must be completed and submitted by prospective Bidders who wish to be considered for this work. Failure to complete the Bidder's Qualifications Statement shall result in disqualification of the prospective Bidder. Except where required below to complete this submission, attachments to this form are acceptable only as supplemental information.

Do not write *See Attached* in lieu of completing this form. Provide complete contact information. This 7-page form must be completed in full. Not completing this form in full shall be grounds for rejection.

1. Name and Address of Firm: _____

a. Under what other name (s) has your business operated? _____

b. Business form (corporation, partnership, etc.) _____

Date of formation: _____

Principal location: _____

Names of Officers of Corporation, or Partners: _____

2. Provide a list of the names, titles and years of experience of all principal members of the prospective bidder's staff who will be available and assigned to this particular project. Properly label and identify the attachment covering this item.

3. Has your firm or any predecessor firm defaulted on a contract or had work terminated for non-performance within the last five (5) years? If so, on a separate sheet describe the project, owner, date and circumstances/reasons.

4. Has your firm or any predecessor firm been denied a consent of surety, a bid guarantee, or a performance bond within the past twelve (12) months? If so, on a separate sheet describe the circumstances/ reasons.

5. GENERAL CONTRACTOR:

Provide evidence of successful experience on two (2) projects involving separate historic buildings or sites and of similar activities and scope as the subject work completed in compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties (revised 1995) within the past five (5) years preceding the date of the execution of this pre-qualification form. At least one of these projects must have been reviewed by a State Historic Preservation Office, the New Jersey Historic Trust or the historic review body of a county or municipal authority. Each project must have an aggregate construction cost of at least \$320,000.

Project #1

Project Name: _____

Approximate Construction Date of Historic Building (Structure or Site): _____

Location: _____

Construction Cost: _____

Completion Date: _____

Project Supervisor: _____

Scope of Work and Nature of Project: _____

Owner: _____

Owner's Contact Person: _____

Tel.: _____ Email: _____

Architect: _____

Architect's Contact Person: _____

Tel.: _____ Email: _____

Historic Review Agency: _____

Project #2

Project Name: _____

Approximate Construction Date of Historic Building (Structure or Site): _____

Location: _____

Construction Cost: _____

Completion Date: _____

Project Supervisor: _____

Scope of Work and Nature of Project: _____

Owner: _____

Owner's Contact Person: _____

Tel.: _____ Email: _____

Architect: _____

Architect's Contact Person: _____

Tel.: _____ Email: _____

Historic Review Agency: _____

6. PROPOSED PROJECT SUPERVISOR:

Provide evidence of successful experience on two (2) projects involving separate historic buildings or sites and of similar activities and scope as the subject work completed in compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties (revised 1995) within the past five (5) years preceding the date of the execution of this pre-qualification form. At least one of these projects must have been reviewed by a State Historic Preservation Office, the New Jersey Historic Trust or the historic review body of a county or municipal authority. Each project must have an aggregate construction cost of at least \$320,000.

Name and Address of Project Supervisor who worked on the following two projects that meet the above requirements:

Years of Experience: _____

With Whom (Company Name): _____

Project #1

Project Name: _____

Approximate Construction Date of Historic Building (Structure or Site): _____

Location: _____

Construction Cost: _____

Completion Date: _____

Scope of Work and Nature of Project: _____

Owner: _____

Owner's Contact Person: _____

Tel.: _____ Email: _____

Architect: _____

Architect's Contact Person: _____

Tel.: _____ Email: _____

Historic Review Agency: _____

Project #2

Project Name: _____

Approximate Construction Date of Historic Building (Structure or Site): _____

Location: _____

Construction Cost: _____

Completion Date: _____

Scope of Work and Nature of Project: _____

Owner: _____

Owner's Contact Person: _____

Tel.: _____ Email: _____

Architect: _____

Architect's Contact Person: _____

Tel.: _____ Email: _____

Historic Review Agency: _____

7. GENERAL CONTRACTOR:

PROVIDE THE FOLLOWING INFORMATION ON ALL CURRENT PROJECTS IN PROGRESS
(ATTACH ADDITIONAL PAGES IF NECESSARY USING THE SAME FORMAT AS BELOW):

Project Name: _____

Location: _____

Owner: _____ Tel/ Email: _____

Owner's Contact Person: _____ Tel/ Email: _____

Architect: _____ Tel/ Email: _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____
Tel/ Email: _____

Project Name: _____

Location: _____

Owner: _____ Tel/ Email: _____

Owner's Contact Person: _____ Tel/ Email: _____

Architect: _____ Tel/ _____
Email: _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____
Tel/ _____
Email: _____

Project Name: _____

Location: _____

Owner: _____ Tel/ _____
Email: _____

Owner's Contact Person: _____ Tel/ _____
Email: _____

Architect: _____ Tel/ _____
Email: _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____
Tel/ _____
Email: _____

Project Name: _____

Location: _____

Owner: _____ Tel/ _____
Email: _____

Owner's Contact Person: _____ Tel/ _____
Email: _____

Architect: _____ Tel/ _____
Email: _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____
Tel/ _____
Email: _____

CERTIFICATION

I (We) the undersigned certify the truth and correctness of all statements and answers contained herein.

DATE: _____

NAME OF POTENTIAL
BIDDER: _____

ADDRESS OF POTENTIAL
BIDDER: _____

TEL. OF POTENTIAL
BIDDER: _____

EMAIL ADDRESS OF
POTENTIAL BIDDER: _____

BY (sign name, no stamp): _____

(Print/type name and title) _____

WITNESSED: (If a Corporation, by the secretary of the corporation)

BY (sign name, no stamp): _____

(Print/type name and title) _____

Subscribed and sworn to before me
this day of 2015

Notary Public of the State of

My commission expires

(Seal) _____

**CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY**

RESOLUTION

#10

AUTHORIZING THE CITY'S PARTICIPATION IN THE U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE ("U.S. COMMUNITIES") FOR CITY OF CHARLOTTE/MECKLENBURG COUNTY, NORTH CAROLINA RFP # 269-2010-183/CONTRACT #110171 FOR PLAYGROUND EQUIPMENT, SURFACING, SITE FURNISHINGS AND RELATED PRODUCTS AND SERVICES FOR ACQUISITION OF PLAYGROUND SYSTEMS & RELATED EQUIPMENT FOR THE CITY OF OCEAN CITY, NJ PLAYGROUNDS

WHEREAS, the City of Ocean City is allowed to participate in national purchasing cooperative per N.J.S.A. 52:34-6.2 (b) P.L. 2011, c.139 which was enacted into law permitting agencies to utilize national purchasing cooperatives; and

WHEREAS, the U.S. Communities Government Purchasing Alliance ("U.S. Communities") & the City of Charlotte/Mecklenburg County, North Carolina has acted as lead agency and awarded RFP Contract #269-2010-183/1170171, Playground Equipment, Surfacing, Site Furnishings and Related Product; and

WHEREAS, the City of Ocean City desires to obtain playground systems on an as needed basis for various playgrounds and recreation areas in the City of Ocean City; and

WHEREAS, the City's various playground and recreation areas from time to time are in need of replacing & adding additional equipment to maintain a safe and active recreation experience; and

WHEREAS, Joseph P. Berenato, Director of Public Works; Steve Longo, Managerial Specialist Mathew von der Hayden, Manager of Capital Planning; Dorothy F. McCrosson, Esq., City Solicitor; Darleen H. Korup, Purchasing Assistant and Joseph S. Clark, QPA, City Purchasing Manager have reviewed the contract from U.S. Communities Government Purchasing Alliance ("U.S. Communities") & the City of Charlotte/Mecklenburg County, North Carolina RFP Contract #269-2010-183/1170171, Playground Equipment, Surfacing, Site Furnishings and Related Product and determined that Kompan, 930 Broadway, Tacoma, WA 98402 vendor contract #1170171 products best meet the needs for playground systems and related equipment and service; and

WHEREAS, it is recommended that the City Council approve the use on an as needed basis with U.S. Communities Government Purchasing Alliance ("U.S. Communities") & the City of Charlotte/Mecklenburg County, North Carolina RFP Contract #269-2010-183/1170171, Kompan vendor contract #1170171 for playground systems and related equipment and service; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Ocean City, New Jersey, that the City of Ocean City intends to utilize the U.S. Communities Government Purchasing Alliance ("U.S. Communities") & the City of Charlotte/Mecklenburg County, North Carolina RFP Contract #269-2010-183/1170171, Playground Equipment, Surfacing, Site Furnishings and Related Product and for playground systems and related equipment and service with contract vendor #1170171, Kompan, 930 Broadway, Tacoma, WA 98402.

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

BE IT FURTHER RESOLVED by the City Council of Ocean City, New Jersey authorizes the City Purchasing Manager to issue purchase orders (PO) for the acquisition playground systems and related equipment and service for the various playground and recreation areas within the City of Ocean as needed with Kompan, 930 Broadway, Tacoma, WA 98402 and in compliance with Local Finance Notice 2012-14 and in accordance with the terms of the U.S. Communities vendor contract # RFP Contract #269-2010-183/1170171 the City of Charlotte/Mecklenburg County, North Carolina.

The Director of Financial Management certifies that funds are contingent upon the compliance with Local Finance Notice 2012-14 and shall be charged to the appropriate accounts as purchase orders are issued.

CERTIFICATION OF FUNDS

Frank Donato III, CMFO
Director of Financial Management

Keith P. Hartzell
Council President

Files: Res US Communities KOMPAN.doc

Offered by Seconded by

The above resolution was duly adopted by the City Council of the City of Ocean City, New Jersey, at a meeting of said Council duly held on the day of 2015

NAME	AYE	NAY	ABSENT	ABSTAINED
Borgman	_____	_____	_____	_____
DeVlieger	_____	_____	_____	_____
Guinasso	_____	_____	_____	_____
Hartzell	_____	_____	_____	_____
McClellan	_____	_____	_____	_____

.....
City Clerk



CITY OF OCEAN CITY

AMERICA'S GREATEST FAMILY RESORT

DEPARTMENT OF COMMUNITY OPERATIONS

MEMORANDUM

TO: JOSEPH CLARK, PURCHASING MANAGER
FROM: STEVEN LONGO, MANAGER
DATE: OCTOBER 7, 2015
RE: KOMPAN, INC. (AIRPORT PLAYGROUND IMPROVEMENTS)

Assistance is being sought to advance a resolution to City Council for the award of a City Contract to authorize outdoor property improvements to the Airport Playground property.

The airport playground project includes a poured in place rubber surface component product for safety purposes, in addition to a new play apparatus and a small 10 x 10-foot shade structure. The poured in place surface will resemble an airport runway theme.

Kompan, Inc. was selected as the most competitive company that provided proposals for the project. The material, equipment and related installation dollars are all included in the US Communities Government Purchasing Alliance, a contract that both Kompan, Inc. and the City are partners in as far as advancing the necessary purchasing approvals.

The necessary capital dollars to fund the project are included in the current 2015 Capital Budget.

Please let me know if there are any questions and thank you for the time and assistance in this matter.

SL
C. J. Berenatto, PW Dir.
M. Allegretto, CS Dir

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY
RESOLUTION

#11

AUTHORIZING CHANGE ORDER #1, FINAL ACCEPTANCE AND FINAL PAYMENT OF CITY CONTRACT #13-54, RESTORATION OF THE HISTORIC TRANSPORTATION CENTER

WHEREAS, Specifications were authorized for advertisement by Resolution #14-50-104 on Thursday, May 22, 2014 for City Contract #13-54, Restoration of the Historic Transportation Center; and

WHEREAS, the Notice to Bidders was advertised in the Ocean City Sentinel on Wednesday, June 11, 2014, the Notice to Bidders was posted on the City of Ocean City's website @ www.ocnj.us and the Invitation to Bid was distributed to nine (9) prospective bidder(s) for City Contract #13-54, Restoration of the Historic Transportation Center; and

WHEREAS, bid proposals were opened for City Contract #13-54, Restoration of the Historic Transportation Center on Tuesday, August 14, 2014 and four (4) bid proposals were received per the attached Summary of Bid Proposals; and

WHEREAS, Lamont H. Czar, P.E. and Brian S. Meyers, Czar Engineering, LLC; Roger D. McLarnon, P.E., P.P., C.M.E., C.F.M., C.P.W.M., Director of Community Operations; Roger Rinck, Manager Specialist; Dorothy F. McCrosson, Esq., City Solicitor; Darleen H. Korup, Purchasing Assistant; Janice L. Mruz, Principal Clerk and Joseph S. Clark, QPA, City Purchasing Manager have reviewed the bid proposals and specifications and recommended that the contract be awarded to TNT Construction Company, Inc., the lowest responsible bidder; and

WHEREAS, the City Council of Ocean City, New Jersey awarded City Contract #13-54, Restoration of the Historic Transportation Center on August 28, 2014 by Resolution #14-50-196 to **TNT Construction Company, Inc. 2 Superior Way, Deptford, NJ 08096** in the amount of \$522,826.00; and

WHEREAS, Lamont H. Czar, P.E. and Brian S. Meyers, Czar Engineering, LLC; Joseph P. Berenato, Director of Public Works; Roger D. McLarnon, P.E., P.P., C.M.E., C.F.M., C.P.W.M., Director of Community Operations; Arthur Chew, P.E., Assistant City Engineer; Marcia R. Chew, Senior Accountant; Mathew von der Hayden, Manger of Capital Planning; Dorothy F. McCrosson, Esq., City Solicitor; Darleen H. Korup, Purchasing Assistant and Joseph S. Clark, QPA, City Purchasing Manager have reviewed and certified all the work has been completed in accordance with the job specifications and that the Maintenance Bond, Release of Liens, Application for Final Payment and Certified Payrolls have been submitted and are in proper order and certified change order #1 to City Contract #13-54, Restoration of the Historic Transportation Center is correct as follows:

Change Order #1

Decreases

<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Price</u>
101.	Credit to for Balance on Allowance	1 LS	\$ 6,892.18	(<u>\$ 6,892.18</u>)
Total Amount of Decreases for Change Order #1.....				(\$ 6,892.18)
Total Amount of Change Order #1 to City Contract #13-54, Restoration of The Historic Transportation Center				(\$ 6,892.18)
Total Amount of City Contract #13-54, Restoration of The Historic Transportation Center including Change Order #1.....				\$ 515,933.82

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY
RESOLUTION

WHEREAS, the new adjusted contract cost including Change Order #1 is \$515,933.82 a decrease to the original contract amount of (1.23) (%) percent for City Contract #13-54, Restoration of the Historic Transportation Center; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Ocean City, NJ that it authorizes Change Order #1, Final Acceptance and Final Payment of City Contract #13-54, Restoration of the Historic Transportation Center (PO #14-02339); and

BE IT FURTHER RESOLVED that The Director of Financial Management is authorized to process Change Order #1 and final payment to City Contract #13-54, Restoration of the Historic Transportation Center (PO #14-02339) issued to **TNT Construction Company, Inc. 2 Superior Way, Deptford, NJ 08096** in the amount of \$10,318.68 to be charged to Capital Account #C-04-55-285-104 (PO#14-02339 Balance).

CERTIFICATION OF FUNDS

 Frank Donato, III, CMFO
 Director of Financial Management

 Keith P. Hartzell
 Council President

Files: RESCO#1FAFP 13-54 Transportation Center.doc

Offered by Seconded by

The above resolution was duly adopted by the City Council of the City of Ocean City, New Jersey, at a meeting of said Council duly held on the day of 2015

NAME	AYE	NAY	ABSENT	ABSTAINED
Bergman	_____	_____	_____	_____
DeVlieger	_____	_____	_____	_____
Guinasso	_____	_____	_____	_____
Hartzell	_____	_____	_____	_____
McClellan	_____	_____	_____	_____
Madden	_____	_____	_____	_____

.....
 City Clerk

CZAR Engineering, L.L.C.

Phone: (609) 653-9445
5014 Fernwood Avenue
Fax: (609) 653-2015
Egg Harbor Township, New Jersey 08234
www.czarengineering.com

MEMO

DATE: September 14, 2015

TO: Roger Rinck

FROM: Brian S. Meyers 

CC: Roger McLarnon, City Engineer

RE: TRANSPORTATION CENTER HISTORIC RENOVATION
PHASE II CC #13-54
PO 14-02339
FINAL ACCEPTANCE, FINAL CHANGE ORDER and
PROJECT CLOSEOUT

RECEIVED

SEP 24 2015

COMMUNITY SERVICES
BY MLC

The above project is complete and CZAR Engineering is recommending processing final payment and closeout at the next scheduled Council meeting.

As indicated on the attached payment request(s), final payment in the amount of \$10,318.10 is due.

As noted in the following summary, close out will require the City to issue a negative change order to TNT Construction Co., Inc. for the value of the open "Owner's Allowance" budget.

Therefore, the final contract accounting is as follows:

ORIGINAL CONTRACT AMOUNT	\$522,826.00
TOTAL INCREASES	\$0.00
TOTAL DECREASES (PENDING)	<u>(\$6,892.18)</u>
TOTAL ADJUSTED CONTRACT AMOUNT	<u>\$515,933.82</u>
Increase/Decrease Over Original Contract	-1.32%

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY
RESOLUTION

#12

**AUTHORIZING AN AGREEMENT FOR SUBLEASE
OF HANGAR A-4 OCEAN CITY AIRPORT**

WHEREAS, Harvey A. Shuhart, Jr. (hereinafter, "Shuhart") is the sub-lessee of hangar number A-4 in Hangar A as shown on the Plan of Hangars for the Ocean City Airport (hereinafter, "the Hangar"); and

WHEREAS, the City of Ocean City (hereinafter, "the City") has a need for storage for equipment used in the maintenance of the Ocean City Golf Course; and

WHEREAS, the Hangar is conveniently located near the Ocean City Golf Course; and

WHEREAS, additionally, Shuhart is the owner of real property located at 14 Valmar Court, Ocean City, New Jersey (the "Valmar Court property") which has a gate leading to the Ocean City Airport runway and which is, therefore, subject to an annual "through-the-fence" fee in the amount of \$533 per year or 55.5% of the annual tie down fee, whichever is greater; and

WHEREAS, the City has been utilizing Shuhart's Hangar for storage of golf course equipment since January 1, 2013 pursuant to an informal agreement; and

WHEREAS, the City has been off-setting the City's rental of the Hangar by the amount of Shuhart's annual "through-the-fence" and land sub-lease fees; and

WHEREAS, the City and Shuhart wish to formalize the aforescribed arrangement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Ocean City that the Mayor be and is hereby authorized to enter into a written agreement with Shuhart substantially similar to the attached Agreement for the City's lease of Hangar A-4.

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the City Council of the City of Ocean City that the City's obligation to pay rent as set forth in the written agreement with Shuhart is contingent upon the adoption of subsequent operating budgets.

The Director of Financial Management certifies that funds are available for 2015 and shall be charged to Operating Account #5-01-20-650-245; in subsequent years the rent shall be charged to the appropriate account as Purchase Orders are issued.

CERTIFICATION OF FUNDS

Frank Donato, III, CFO
Director of Financial Management

Keith P. Hartzell
Council President

Offered by Seconded by

The above resolution was duly adopted by the City Council of the City of Ocean City, New Jersey, at a meeting of said Council duly held on the day of 2015.

NAME	AYE	NAY	ABSENT	ABSTAINED
Bergman	_____	_____	_____	_____
DeVlieger	_____	_____	_____	_____
Guinosso	_____	_____	_____	_____
Hartzell	_____	_____	_____	_____
Madden	_____	_____	_____	_____
McClellan	_____	_____	_____	_____

.....
City Clerk



CITY OF OCEAN CITY

AMERICA'S GREATEST FAMILY RESORT

DIVISIONS OF
REVENUE COLLECTION & PARKING REGULATIONS

To: Frank Donato III, CFO – Director of Financial Management

From: William R. Colangelo, Manager of Public Transportation &
Revenue Collection

Re: Harvey Shuhart Lease Agreement

Date: October 5, 2015

As airport manager I am in full support of the attached lease agreement for hangar #4. Since 2006 when the lease agreement for hangar building "A" went into effect, Mr. Shuhart has allowed the City to use hangar #4 for the golf course's equipment and supplies. At that time we did not charge him for his hangar land lease nor for his "through-the-fence" fee. We were all under the assumption that a Quonset was going to be built on the golf course by Hangar Group A Association per our agreement with them. We did not anticipate the FAA coming in and performing a land use inspection. What this inspection caused was a halt on any construction on what was questioned as airport property. This also included the moving forward with any grants.

In 2012 Mr. Shuhart approached me asking for additional compensation for the City's use of the hangar. The land lease fee and the through the fence fee was not equal to what other hangar owners were receiving for hangar rental. Over the last three years we have been negotiating the agreement you have before you now. Mr. Shuhart is only requesting we go back to 2013 for compensation. When the "land use" situation is settled with the FAA we anticipate the City to construct a Quonset building on the golf course for the grounds keeper's equipment and supplies, thus ending our agreement with Mr. Shuhart with proper notification.

**AGREEMENT FOR SUBLEASE OF HANGAR 4
OCEAN CITY AIRPORT**

WHEREAS, Harvey A. Shuhart, Jr. of 125 Willowbrook Drive, Doylestown, PA 18901 (hereinafter, "Shuhart"), is the sub-lessee of hangar number A-4 in Hangar A as shown on the Plan of Hangars for the Ocean City Airport (hereinafter, "the Hangar"); and,

WHEREAS, the City of Ocean City, of 861 Asbury Avenue, Ocean City, NJ 08226 (hereinafter, "the City") has a need for storage for equipment used in the maintenance of the Ocean City Golf Course; and,

WHEREAS, the Hangar is conveniently located near the Ocean City Golf Course;

WHEREAS, additionally, Shuhart is the owner of real property located at 14 Valmar Court, Ocean City, New Jersey (the "Valmar Court property") which has a gate leading to the Ocean City Airport runway and which is, therefore, subject to an annual "through-the-fence" fee; and Shuhart is also subject to an annual land sub-lease for two (2) other hangars he utilizes; and,

WHEREAS, the City has been utilizing Shuhart's Hangar for storage of golf course equipment since January 1, 2013 pursuant to an informal agreement; and,

WHEREAS, the City off-set the City's rental of the Hangar by the amount of Shuhart's annual "through-the-fence" and land sub-lease fees during 2013 and 2014; and,

WHEREAS, the City and Shuhart wish to formalize the aforescribed arrangement;

NOW, THEREFORE, it is hereby agreed as follows:

1. Recitals.

The recitals set forth above are incorporated herein as if set forth at length.

2. Term.

The effective date of this Agreement is January 1, 2013. This agreement shall remain in effect

through December 31, 2020, unless cancelled by either party on 30-days prior written notice to the other party.

3. Hangar Rent.

The City shall pay rent to Shuhart for the use of the Hangar in the amount of \$400 per month effective January 1, 2013 and continuing through 2017; thereafter, the rent shall increase one percent (1%) per year. For years 2013 and 2014, the amount of rent paid to Shuhart shall be off-set by Shuhart's \$610.50 "through-the-fence" annual fees and his land sub-lease fees for two (2) hangars. For year 2015, Shuhart shall pay his fees as invoiced. The total payment from the City to Shuhart through December 31, 2015 shall be \$11,075.34. Beginning January 1, 2016, the City shall pay Shuhart rent for the Hangar on the first (1st) day of every month. The City's obligation to pay rent is contingent upon the adoption of subsequent operating budgets.

4. Use of the Hangar.

The City covenants and agrees that it will use and occupy the Hangar solely for the storage of golf course maintenance equipment, and for no other purpose, except upon the prior written consent of Shuhart, which shall not be unreasonably withheld. The City shall comply with all governmental authorities having jurisdiction over the Hangar in respect to the City's use and occupation of the Hangar and shall make all alterations, installations, or additions to the Hangar in compliance with all applicable governmental laws, rules, regulations and requirements.

5. Utilities.

Shuhart shall be responsible to pay for electricity to the Hangar.

6. Maintenance and Repairs.

The City hereby acknowledges that it has examined the Hangar and agrees to accept the Hangar in its current condition, and enters into this agreement without any representation on the part of

Shuhart as to the condition thereof. The City shall be solely responsible for the maintenance of the Hangar and shall keep the same in a state of good condition and repair, and at the end or other expiration of the term hereof, shall deliver up the Hangar in good order and condition, wear and tear from reasonable use thereof excepted, and in broom clean condition. The City shall maintain the Hangar in a clean and sanitary condition, and shall not encumber or obstruct the entrances to the Hangar. The City shall make, at its sole cost and expense, all repairs necessary to maintain the interior of the Hangar. Notwithstanding the foregoing, Shuhart shall be responsible for repairs, maintenance and replacement (if necessary) of the Hangar door.

7. Insurance.

The City shall obtain and keep in full force and effect at all times during the term of this agreement, at its own cost and expense, for the mutual benefit of Shuhart and the City, comprehensive general liability insurance, with combined single limit coverage to afford protection in an amount not less than \$500,000.00 for injury or death to any one person and \$1,000,000.00 for injury or death to more than one person in any one accident or occurrence and not less than \$250,000.00 for loss or damage to the property of any person, corporation or other entity protecting Shuhart as additional insured against any and all claims for personal injury, death or property damage occurring in, upon, adjacent to or in any way connected with the Hangar or any part thereof.

8. Condemnation.

If the Hangar or any material part thereof shall be condemned for public use, then and in that event, upon the vesting of title to the same for such public use, this agreement shall terminate, anything herein contained to the contrary notwithstanding. All compensation awarded or paid upon such a total or partial taking of the Hangar shall belong to and be the property of Shuhart.

9. Consent of Hangar A Association of Ocean City, Inc.

Shuhart shall be responsible to obtain any required consents of the Hangar A Association of Ocean City, Inc.

10. Default.

A. The occurrence of any of the following shall constitute a material default and breach of this agreement by the City:

(1) A failure by the City to pay, when due, any installment of rent where such failure continues for fifteen (15) days after the same is due.

(2) A failure by the City to observe and perform any non-monetary terms or conditions of this agreement to be observed or performed by the City, where such failure continues for thirty (30) days after written notice thereof from Shuhart; and

B. Upon the occurrence of any event of default, Shuhart, at his option, may serve notice upon the City that this agreement and the then unexpired term hereof shall cease and expire and become absolutely void on the date specified in such notice, to be not less than thirty (30) days after the date of such notice. However, in the event the default is due to a non-payment of rent, the City shall have the right to effectuate a cure thereof by payment of any sum due.

C. In the event of Shuhart's termination of this agreement due to the City's default, Shuhart may re-enter and repossess the Hangar.

11. Governing Law.

This agreement shall be governed by and construed in accordance with the laws of the State of New Jersey. Any and all actions to enforce this agreement shall be brought in Cape May County, New Jersey.

12. Waiver.

The parties hereto waive a trial by jury of any and all issues arising in any action or proceeding between them or their successors or assigns under or connected with this agreement or any of its provisions or any negotiations in connection therewith or the City's use or occupation of the Hangar.

13. Invalidity of Particular Provisions; No Waivers; Construction.

A. If any term or provision of this agreement or the application thereof to any person or circumstances shall, to any extent, be invalid or unenforceable, the remainder of this agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this agreement shall be valid and be enforced to the fullest extent permitted by law.

B. Failure of a party hereto to complain of any act or omission on the part of the other party hereto or to take any action in response to such act or omission, no matter how long the same may continue, shall not be deemed to be a waiver of any of its rights hereunder.

14. Notices.

All notices under this agreement must be in writing. The notices must be delivered personally or mailed by certified mail, return receipt requested, to the other party at the address written in this contract, or to that party's attorney.

15. Partial Invalidity.

If any provision of this agreement shall be determined by a court of competent jurisdiction to be invalid or unenforceable, such determination shall not affect the remaining provisions of this agreement, all of which shall remain in full force and effect.

16. No Assignment.

This agreement shall not be assigned without the written consent of Shuhart.

17. Entire Agreement.

This agreement represents the entire agreement between the parties hereto and there are no other or collateral oral agreements or understandings. No addition, modification or variation from this agreement shall be enforceable unless the same shall be in writing and signed by the parties hereto. The title to paragraphs of this agreement are for convenience of reference only, and are not to be construed as defining, limiting or modifying the scope or intent of any of the terms and conditions of this agreement.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed the day and year first above written.

Witness:

Date

Harvey A. Shuhart

City of Ocean City

Attest:

Linda P. MacIntyre,
City Clerk

Date

By:

Jay A. Gillian, Mayor

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY
RESOLUTION

#13

**CERTIFYING THE GOVERNING BODY HAS REVIEWED THE
BEST PRACTICES INVENTORY QUESTIONNAIRE**

WHEREAS, the State of New Jersey 2012 Appropriations Act (P.L. 2012, c.18) requires the Division of Local Government Services to determine how much of each municipality's final 5% allocation of state aid will be disbursed based upon the results of a Best Practices Inventory; and

WHEREAS, this Inventory is a constructive way for the City to consider and embrace a range of best practices that will help improve financial accountability and transparency; and

WHEREAS, the Best Practices Inventory Questionnaire was prepared by the Chief Financial Officer of the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ocean City, New Jersey that Council has reviewed the 2015 Best Practices Inventory Questionnaire and requests the Municipal Clerk to submit the Best Practices Public Meeting Certification Form to the New Jersey Department of Community Affairs, Division of Local Government Services.

Keith P. Hartzell
Council President

Offered by Seconded by

The above resolution was duly adopted by the City Council of the City of Ocean City, New Jersey, at a meeting of said Council duly held on the day of 2015.

NAME	AYE	NAY	ABSENT	ABSTAINED
Bergman	_____	_____	_____	_____
DeVlieger	_____	_____	_____	_____
Guinasso	_____	_____	_____	_____
Hartzell	_____	_____	_____	_____
Madden	_____	_____	_____	_____
McClellan	_____	_____	_____	_____

.....
City Clerk

Best Practices Worksheet CY 2015/SFY2016

Ocean City City (Cape May)			
0508		<i>Please see Color Key at bottom of sheet for limits on answers</i>	
Answer	Question	Comments	
General Management - GM			
1	Yes	Sharing services has been promoted for many years as a means to control costs. In addition to sharing resources such as labor, facilities and equipment with a county or with neighboring communities, shared services include similar agreements with school boards, independent authorities and fire districts. Shared services do not include cooperative purchasing, cooperative pricing or commodity resale agreements. <u>Did your municipality actively negotiate (i.e. meet with representatives from a neighboring town, your county or another local unit) and/or enter into at least one new shared service agreement, or actively negotiate or enter into the renewal of at least one existing shared service agreement, in the preceding year?</u>	
2	N/A	If a final judgment has been entered against the municipality and there is no further adjudication, or if the municipality reaches a final settlement, has your municipality satisfied its obligations under a final judgment or settlement in a timely fashion pursuant to their terms (e.g. tax appeals, tort claims, contractual disputes)? <u>This question cannot be answered "Yes" if your municipality has satisfied a judgment or settlement but additional interest and/or other penalties have been imposed as a result of noncompliance with the terms thereof.</u> This question does not apply to claims adjudicated or settled by the municipality's JIF or insurance carrier.	
3	Yes	Has your municipality adopted a vehicle use policy prohibiting personal use of municipal vehicles (except for commuting), and providing that employees authorized to use such vehicles for commuting to/from work have a fringe benefit value added to the gross income reported on the employee's W-2 (unless the vehicle meets the "qualified non-personal vehicle" criteria specified by the IRS)? Only answer "N/A" if your municipality does not have any municipally-owned vehicles.	
4	Yes	Has the appropriate administrative official reviewed the <u>State Comptroller's June 25, 2013 Report</u> on local government legal fees, and does your municipality follow the best practices outlined in the checklist annexed as an Appendix to the report?	

Best Practices Worksheet CY 2015/SFY2016

Ocean City City (Cape May)		
0508	Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments
5	Yes Does your municipality maintain an up-to-date municipal website containing at minimum the following: past three years adopted budgets; the current year's proposed budget (including the full adopted budget for the current year when approved by the governing body); most recent annual financial statement and audits; notification(s) for solicitation of bids and RFPs; and meeting dates, minutes and agendas for the governing body, planning board, board of adjustment and all commissions?	
6	No Does your municipality require its elected officials to attend on an annual basis at least one instructional course covering the responsibilities and obligations of elected officials (for example: ethics, municipal finance, labor relations, risk management, shared services, purchasing, land use administration, personnel, technology etcetera)? This item may be satisfied either through a course approved for continuing education credit by DLGS, or in-house education provided by a professional, vendor or staff member (provided they have significant expertise in their profession and routinely prepare public presentations).	
7	Yes With regard to your municipality's collective bargaining agreements that replaced contracts expiring on or after 1/1/11, is the overall impact of the aggregate economic costs limited to an average increase of 2% or less per year over the contract term?	
8	Yes A municipality's participation in FEMA's <u>National Flood Insurance Program Community Rating System</u> can lead to significant flood insurance premium reductions for its homeowners. An explanation of the program may be found on FEMA's website at http://www.fema.gov/national-flood-insurance-program/national-flood-insurance-program-community-rating-system , and more information on how the NJDEP's statewide CRS coordinator can assist with improving your rating can be found at http://www.nj.gov/dep/floodcontrol/about.htm . <u>Does your municipality have, or is your municipality in the process of attaining, a Community Rating System ranking of at least Class 9?</u>	

Best Practices Worksheet CY 2015/SFY2016

Ocean City City (Cape May)		
0508	Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments
9	N/A If the ratio of assessed values to market values in your municipality is presently less than 65%, is your municipality in the process of conducting a reassessment or revaluation?	The City's ratio is above 65%.
10	Yes The Local Government Ethics Law, designed to ensure transparency in government, requires local government officers to file Financial Disclosure Forms. Compliance by local elected officials is particularly important. <u>Have all of your local elected officials filed their Financial Disclosure Form in 2015 that covers the 2014 calendar year?</u>	
11	No Many municipalities have created one or more authorities (including fire districts, utilities authorities, redevelopment authorities, housing authorities, port authorities, etc.) to provide greater focus and attention on addressing a public need, or to reduce governing body burdens. While creation of an authority is often appropriate, and many authorities successfully fulfill their missions, authorities with weak membership or insufficient local-level monitoring can become wasteful, inefficient and unresponsive to the public they serve. <u>N.J.S.A. 40A:5A-20</u> allows a local governing body to dissolve an authority subject to certain parameters and with Local Finance Board approval. Municipalities should at least annually assess the authority or authorities they created and publicly discuss their findings and conclusions. Findings and conclusions should address whether the authority's continued existence is appropriate, and whether the authority is appropriately and efficiently serving its residents. <u>Does the governing body meet at least once annually to discuss an assessment of the authority or authorities they have created?</u>	

Best Practices Worksheet CY 2015/SFY2016

Ocean City City (Cape May)			
0508		Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments	
	Finance & Audit - FA		
12	Yes	Internal accounting control processes, procedures and authorizations are designed to safeguard assets and to limit the risk of loss or misstatement. <u>1) Are internal accounting control processes, procedures and authorizations documented and communicated to staff; and 2) Does your Administrator/Manager or CFO, as appropriate, evaluate and discuss risk assessment annually with your governing body or an appropriate subcommittee thereof (such as the Audit or Finance Committee) with a focus on developing and updating accounting control processes, procedures and authorizations? If you selected "yes", please state in the Comment section in the approximate date of the discussion and whether the discussion was with the governing body or, if with a subcommittee thereof, name the subcommittee.</u>	With governing body on 8/13/15
13	N/A	In Local Finance Notice 2007-5, the Division issued guidance concerning the collection and accounting of fees by mayors for the performance of marriage and civil union ceremonies. If your municipality's mayor collects fees for performing weddings and civil unions, are the guidelines on pages 2 and 3 of LFN 2007-5 being followed?	
14	No	Does your municipality have a Finance Committee (or equivalent) made up of one or more members of the governing body and other appropriate personnel, as may be needed, that meets at least <u>quarterly</u> and discusses all significant financial issues? If you answer "Yes", phrase state in the Comment section the approximate date of your municipality's most recent Finance Committee meeting	
15	N/A	Audit findings address areas needing improvement. Ignoring these findings devalues the process; therefore, municipalities should correct noted deficiencies. <u>Have all audit findings from the 2013 audit been 1) identified in the corrective action plan and 2) addressed such that they are not repeated in the 2014 audit? If the answer is no, please list the repeat findings in the comments section. Only answer "N/A" if there were no audit findings in 2013. If your municipality wishes to appeal the result of this question, the Director shall determine based on the comment(s) whether the finding(s) is/are sufficiently material to warrant a "no" answer.</u>	The 2013 audit contained no findings

Best Practices Worksheet CY 2015/SFY2016

Ocean City City (Cape May)		
0508	Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments
16	Yes The CFO should be capable of preparing the annual financial statement, annual debt statement and budget schedules. Excessive auditor assistance on these documents could create a perception that the auditor is not truly independent of the client in auditing the client's financial statements. At a minimum, each CFO should prepare balanced and reconciled financial records including books of original entry, general ledgers, subsidiary ledgers and other computer reports that accurately analyze and reflect the municipality's financial position. These records should have sufficient detail for an accountant with sufficient knowledge of New Jersey's municipal accounting system to extract information necessary to prepare financial and debt statements. This requires that, within acceptable tolerance, all financial transactions (cash and non-cash) be posted in the general ledger and that all general ledger accounts be supported by subsidiary ledgers, reports, reconciliations or are otherwise analyzed. <u>A "yes" answer is appropriate if 1) your CFO prepares the annual financial statement, annual debt statement and annual budget, or 2) your CFO presents balanced and reconciled financial records, or 3) you are retaining outside assistance to do so from an individual or entity separate from your municipality's audit firm.</u> Please note that item #2 cannot count as a "yes" answer if the Report of Audit contains comments and recommendations regarding the General Ledger or Cash Account balances not being reconciled.	
17	Yes Grant programs can create a significant burden on a municipality's cash flow if program expenses are either not timely reimbursed or are charged to other operating accounts instead of to the grant. Are all grant revenues, along with their corresponding appropriations, reviewed at least quarterly to determine that all program expenses have 1) been filed for reimbursement and 2) have been properly charged to the grant, with follow up communication to grantor agencies in instances where payments are delayed?	

Best Practices Worksheet CY 2015/SFY2016

Ocean City City (Cape May)		
0508	Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments
18	Yes <p><u>N.J.S.A. 40A:5-4</u> requires municipalities to complete their annual audit for the preceding fiscal year within 6 months after the close of its fiscal year. Further, <u>N.J.S.A. 40A:5-6</u> requires the municipality's auditor to submit a certified duplicate copy of the audit report and recommendations with the Division within 5 days after filing the original with the municipal clerk. <u>Has your municipality received its completed audit for the preceding fiscal year within the statutory timeframe, and confirmed that your auditor has filed a certified duplicate copy of the audit report with the Division? You may only answer this question "N/A" if the Director expressly granted an extension in response to a governing body resolution petitioning for same.</u></p>	
19	Yes <p>For its most recent audit period completed, has the municipality: 1) <u>not</u> had findings reported in the Schedule of Findings and Questioned Costs related to potential or actual questioned costs; or 2) <u>not</u> accrued a liability or made payment to a grantor for questioned costs or disallowed expenditures; or 3) <u>not</u> been notified of an amount that must be refunded to a grantor as a result of a contract audit or for any other reason?</p>	
20	Yes <p>Pursuant to <u>N.J.S.A. 40A: 2-40</u>, the chief financial officer each municipality shall, before the end of the first month of the fiscal year, file their Annual Debt Statement with the Division of Local Government Services. The annual debt statement must be filed electronically following the procedure described in Local Finance Notice 2013-3. <u>Did your municipality file its electronic Annual Debt Statement for the preceding fiscal year with the Division no later than January 31 (July 31 for SFY municipalities)?</u></p>	
21	Yes <p><u>Local Finance Notice 2014-09</u> contains important information about the need for municipalities that have certain outstanding debt to abide by requirements to annually disclose certain information with respect to financial conditions. The continuing financial disclosure obligations are required by federal law and local agreements executed as part of past issuances of debt. Failure to comply can result in penalties against local governments and individual officers responsible for various filings. Failure to comply can also result in a lack of access to capital markets. <u>Has your CFO done all of the following: (1) reviewed Local Finance Notice 2014-09; and (2) undertaken, or caused to be undertaken, a review of past compliance with such requirements?</u></p>	

Best Practices Worksheet CY 2015/SFY2016

Ocean City City (Cape May)			
0508		Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments	
22	Yes	Is your municipality up to date and fully compliant with continuing disclosure obligations as discussed in the previous question?	
		Procurement - P	
23	Yes	Municipalities and their agencies are allowed to prohibit the award of public contracts to business entities that have made certain campaign contributions exceeding \$300 and to limit the contributions that the holders of a contract can make during the term of a contract to \$300. A model ordinance concerning pay-to-play can be found at http://www.nj.gov/dca/divisions/dlgs/resources/muni_st_docs/pay_to_play_ordinance-contractor.doc . <u>Has your municipality adopted a pay-to-play ordinance pursuant to N.J.S.A. 40A:11-51 that is more restrictive than state statutory requirements?</u>	The Ordinance for the City of Ocean City does not allow any campaign contributions at all.
24	Yes	Pursuant to <u>N.J.S.A. 52:15C-10(a)</u> , municipalities (among other government entities) must notify the State Comptroller within no later than 20 business days of awarding most contracts greater than \$2 million but less than \$10 million. For contracts \$10 million or more, N.J.S.A. 52:15C-10(b) requires written notification to the State Comptroller of any negotiation or solicitation no later than 30 days before advertisement; from which point the State Comptroller has 30 days to approve the procurement moving forward unless said period is waived. Further information on the law and applicable forms is available on the State Comptroller's website. <u>Did your municipality comply with the notice and approval provisions of N.J.S.A. 52:15C-10 in the prior year?</u>	
25	Yes	The Prompt Payment Law, enacted as P.L. 2006 c.96, establishes timing standards for the payment of obligations under a wide range of construction-related contracts. The law seeks to ensure that contractors submitting bills for completed work are paid on a timely, established schedule, and that the full chain of subcontractors receive timely payment from their hiring contractor. Local Finance Notice 2006-21 discusses the law and its impact on local governments. <u>Have your municipality's claim payment procedures been reviewed by legal counsel and appropriate municipal staff to ensure compliance with the Prompt Payment Law?</u>	
26	Yes	Has your municipality established a chain of command as required by <u>N.J.A.C. 5:34-6.1(b)</u> to ensure appropriate individuals are in place to determine when emergency procurement is necessary, and to ensure that the provisions for emergency purchasing set forth in <u>N.J.S.A. 40A:11-6</u> are properly implemented?	

Best Practices Worksheet CY 2015/SFY2016

Ocean City City (Cape May)			
0508	Please see Color Key at bottom of sheet for limits on answers		
Answer	Question		Comments
27	Yes	N.J.S.A. 40A:11-5 (a)(i) states that, if a municipality utilizes the professional services exemption from the Local Public Contracts Law, "The governing body shall in each instance state supporting reasons for its action in the resolution awarding each contract and shall forthwith cause to be printed once, in the official newspaper, a brief notice stating the nature, duration, service and amount of the contract, and that the resolution and contract are on file and available for public inspection in the office of the clerk of the [] municipality...". <u>With respect to the award of professional services contracts, is your municipality complying with the above referenced provision of the Local Public Contracts Law?</u>	

Best Practices Worksheet CY 2015/SFY2016

Ocean City City (Cape May)			
0508		Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments	
Budget Preparation and Presentation - BP			
28	No	In preparing your annual budget it is important for both the governing body and public to understand the concept of surplus and how it accumulates (or declines) over the years. A formal policy regarding surplus serves as a basis for decisions concerning future financial solvency, and the lack of a policy could lead bond rating agencies to downgrade your municipality's credit rating. In developing said surplus policy your CFO should analyze and explain at least a five-year trend of surplus; illustrating the factors causing each annual increase or decrease. A surplus policy with realistic and sustainable goals can then be determined. <u>Does your municipality have a written policy goal for the amount of surplus available in support of municipal operations, and is this goal evaluated annually?</u>	
29	Yes	In preparing your annual budget, it is important that the impact that current budgeting decisions may have on future years' budgets be presented, evaluated and considered before the governing body takes final action. Long term plans concerning revenue, appropriations, tax levy, tax levy cap and surplus are critical to sustaining (or achieving) a solid fiscal condition. <u>Are budget projections 1) factoring in the impact that the current year's budget may have on the future tax levy (as restricted by the levy cap) and future surplus balances for at least two future year's budgets, and 2) are these budget projections discussed with the governing body?</u>	
30	N/A	Certain municipalities have indirectly pledged prompt payment (i.e. issued a guarantee) of debt service with respect to debt issued by counties, independent authorities or developers. Bond Rating Agencies (e.g. Moody's, Fitch, Standard & Poor's) have downgraded certain municipalities' bond ratings to below investment grade for lack of preparation in the event a lender calls in a debt guarantee. <u>if your municipality guarantees any debt, are direct service revenues that may be pledged against debt repayment monitored by the municipal CFO; and to the extent that cash flow from pledged revenue will not satisfy the debt repayment, are sufficient funds held in reserve to satisfy the guarantee or is an existing authorization in place to issue debt (e.g. a bond ordinance) in the event a lender calls in the guarantee?</u>	
31	No	Do elected officials receive a <u>written</u> status report <u>at least quarterly</u> on all budget revenues and appropriations as they correspond to the annual adopted budget?	

Best Practices Worksheet CY 2015/SFY2016

Ocean City City (Cape May)		
0508	Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments
32	Yes	In developing your multi-year capital plan, is your municipality dedicating sufficient revenues to fund maintenance, repair and eventual replacement of infrastructure such as roads, storm sewers, sanitary sewers and water systems?
33	Yes	<u>N.J.S.A. 40A:4-5</u> requires that calendar year municipalities approve their introduced budgets no later than February 10 (or August 10 for state fiscal year municipalities) unless the Director sets forth a later date pursuant to <u>N.J.S.A. 40A:4-5.1</u> . Did your municipality approve its introduced current year budget no later than the date provided by law or as extended by the Director in Local Finance Notice 2014-21? This question may only be answered N/A if your municipality is under State Supervision.
34	Yes	<u>N.J.S.A. 40A:4-10</u> requires that calendar year municipalities adopt their budgets no later than March 20 (or September 20 for state fiscal year municipalities), unless the Director sets forth a later date pursuant to <u>N.J.S.A. 40A:4-5.1</u> . Did your municipality adopt its current year budget no later than the date provided by law or as extended by the Director in Local Finance Notice 2014-21? This question may only be answered "N/A" if your municipality is under State Supervision, or delayed its budget adoption because it awaited a Division determination concerning a grant award or Transitional Aid award.
Health Insurance - HI		
35	Yes	Does your municipality exclude from healthcare coverage part-time elected and appointed officials (less than 35 hours per week)? Only answer "yes" if no part-time elected or appointed officials receive health benefits. If your municipality has part-time elected or appointed officials who elect to take State Health Benefits Program (SHBP) health benefits (or receive a waiver for not doing so) by virtue of serving in their position continuously since May 21, 2010, you must answer "No". If you answered "No", please list in the Comments section the name and title of each elected or appointed official receiving either health benefits or a waiver payment in lieu of health benefits.

Best Practices Worksheet CY 2015/SFY2016

Ocean City City (Cape May)			
0508	Please see Color Key at bottom of sheet for limits on answers		
Answer	Question	Comments	
30	Yes	Does your municipality conduct a monthly review of health benefit covered lives itemized on health insurance invoices to determine that health insurance invoices do not include employees, former employees, spouses or dependents who should no longer be receiving coverage?	
30	Yes	Municipalities frequently contract with or designate insurance brokers to secure healthcare coverage from insurance carriers. Brokers are typically paid by third-party administrators (TPA's) hired to collect, review and pay healthcare bills. The municipality pays the TPA, who in turn pays the broker. Broker fees are often directly related to the amount of insurance premiums or fees paid by the municipality (i.e. the higher the premium, the larger the broker's commission). Thus, the municipality-broker-TPA arrangement is vulnerable to abuse because brokers could face conflicting incentives in seeking lower-cost insurance alternatives. <u>If your municipality contracts with or otherwise designates an insurance broker, is the structure for broker payments set at a flat-fee rather than on a commission basis (so as to mitigate the risk of brokers recommending more expensive insurance coverage to earn higher fees)?</u>	
30	Yes	The State Health Benefits Program (SHBP) offers medical, prescription and dental coverage options for more than 850,000 participants, including employees, dependents and retirees. All plans have substantial networks of healthcare providers, and provide services nationwide. 62% of municipalities, and 33% of counties, within New Jersey participate in SHBP. <u>If your municipality has non-SHBP coverage, as your collective bargaining agreements come up for renegotiation, do your municipality's negotiation proposals seek contract provisions allowing its employees to be switched to SHBP or another non-SHBP plan of insurance?</u>	

Best Practices Worksheet CY 2015/SFY2016

Ocean City City (Cape May)			
0508	Please see Color Key at bottom of sheet for limits on answers		
Answer	Question	Comments	
38	Yes	<p>Prior to municipal officers and employees being required to substantially share in the cost of their health benefits, there was no disincentive to officers and employees accepting coverage even though they had alternative coverage. Many municipalities would offer payments in lieu of health benefits to encourage officers and employees to voluntarily drop coverage, provided they had coverage from another source. The policy often saved money by replacing the expensive cost of providing health care with the less expensive payment in lieu of health benefits. The need to pay officers and employees money to not take a health insurance benefit they can receive from another source has lessened, because the cost of premium sharing will cause officers and employees to drop coverage if alternative coverage is available. <u>Has your governing body had a thorough and adequate discussion about its current policy regarding payments in lieu of health benefits, its impact on the municipal budget, and whether said payments are still warranted? "N/A" is only applicable where the municipality has a policy of not making payments in lieu of health benefits.</u></p>	

Best Practices Worksheet CY 2015/SFY2016

Ocean City City (Cape May)		
0508	Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments
Personnel - PE		
40	Yes	The Fair Labor Standards Act (FLSA) is a federal law that establishes minimum wage, overtime pay, recordkeeping, and child labor standards affecting full-time and part-time workers in the private sector and in Federal, State, and local governments. The law requires that overtime pay must be paid for all hours over 40 hours in a work week except for those employees classified as exempt and thus not entitled to overtime. Management employees such as elected officials, managers/administrators, municipal clerks, CFOs, public works superintendents, police chiefs and other department heads are typically classified as having exempt status and thus not entitled to overtime pay. Other municipal employees may also be classified as exempt under the FLSA (you should consult with labor counsel for more detailed guidance). <u>Does your municipality refrain from paying overtime to employees who are classified as exempt under the FLSA?</u> In answering this question, be aware that exempt status would also preclude overtime pay for time worked during emergencies, attendance at night meetings, participation in training sessions, and police
41	Yes	N.J.S.A. 34:13A-8.2 requires public employers, including municipalities, to file with the Public Employment Relations Commission (PERC) a copy of all contracts negotiated with public employee representatives. This includes, but is not limited to, collective bargaining agreements, memoranda of understanding, contract amendments, and "side letter" or "side bar" agreements. Copies of same may be emailed to contracts@perc.state.nj.us . <u>Has your municipality filed all current contracts with PERC?</u>

Best Practices Worksheet CY 2015/SFY2016

Ocean City City (Cape May)			
0508		Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments	
42	Yes	Does your municipality make available to the public free of charge, either through an internet posting or on-site review, documents that show the current salaries of all personnel?	
43	Yes	Accurate records of employee time are critical not only for financial accountability, but also effective management of your workforce. Is your municipality ensuring that 1) employees complete and file standardized forms, either electronically or by paper, to verify all employee time worked (e.g. time cards, electronic time keeping); 2) your personnel/human resources office maintains records accounting for all employee leave time earned and used; and 3) supervisors are reviewing and approving/denying employee time and attendance documentation before those records are submitted to management and, in the case of department heads, is such documentation reviewed and verified independently?	
44	No	Has your municipality instituted a policy to not compensate employees for sick leave accumulated after a certain date?	
45	Yes	Does your municipality have a transitional duty program (light duty) to encourage employees out on workers compensation to return to work?	
46	Yes	The State Workers Compensation Law provides that, when an employee receives a work-related injury producing temporary disability, the employee is entitled to wage-continuation equal to 70% of the employee's weekly wages, subject to a maximum compensation as determined by the Commissioner of Labor. <u>Does your municipality limit benefits for work-related injuries to the above statutory benefit?</u> The answer to this question can be "prospective" if such a provision was imposed by an arbitrator in binding arbitration but the municipality is seeking to eliminate such a contractual obligation through collective bargaining.	

Best Practices Worksheet CY 2015/SFY2016

Ocean City City (Cape May)		
0508	Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments
47	Yes	The weekly benefit rate provided under the State Temporary Disability Law for a non-work-related injury is calculated on the basis of claimant's average weekly wage. Each claimant is paid 2/3 of their average weekly wage up to the maximum amount payable, which is \$604 for disabilities beginning on or after 1/1/15. <u>Does your municipality refrain from supplementing the Temporary Disability benefit?</u> The answer to this question can be "prospective" if such a provision was imposed by an arbitrator in binding arbitration but the municipality is seeking to eliminate such a contractual obligation through collective bargaining. Only answer "N/A" if your municipality does not participate in the State Temporary Disability Program.
48	Yes	Has your municipality adopted an ordinance, resolution, regulation or policy eliminating longevity awards, bonuses or payments for non-union employees?
49	Yes	For any employees covered by a collective bargaining agreement, has your municipality eliminated longevity awards, bonuses or payments for employees hired on or after a specified date, and refrained from increasing longevity awards, bonuses or payments for employees hired before a specified date? The answer to this question can be "prospective" if such provisions were imposed by an arbitrator in binding arbitration but the municipality is seeking to eliminate such a contractual obligation through collective bargaining.
50	Yes	Employee personnel manuals or handbooks serve as a valuable tool to convey a municipality's policies, procedures and benefits. Many insurance carriers encourage the adoption of such a document and offer discounted rates for their use. These publications should review employees' rights and obligations in areas ranging from discrimination, safety, violence, and harassment to vacation and sick days, holidays, use of township vehicles, smoking and political activity, among others. <u>Has your municipality adopted or updated an employee personnel manual/handbook by resolution or ordinance within the last five years? If yes, please provide in the Comments section the date of the meeting during which the personnel manual was adopted.</u>
		By Resolution May 28, 2015

Best Practices Worksheet CY 2015/SFY2016

Ocean City City (Cape May)		
0508	Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments
0	Select	
39	Yes	
6	No	
5	N/A	
0	Prospective	
50	Total Answered:	
44	Score (Yes + N/A + Prospective)	
88%	Score %	
0%	Percent Withheld	
Chief Administrative Officer's Certification		
	I hereby certify that the information provided in this Best Practices Inventory is accurate to the best of my knowledge.	Certification #(s)
	James V. Mallon, Business Administrator	Date 10/16/2015
Chief Financial Officer's Certification		
	I hereby certify that the information provided in this Best Practices Inventory is accurate to the best of my knowledge.	Certification #(s) N-0651
	Frank Donato III	Date 10/16/2015
Municipal Clerk's Certification		
	I hereby certify that the Governing Body of the City of Ocean City in the County of Cape May, will discuss the CY 2015/SFY 2016 Best Practice Inventory as completed herein at a public meeting on October 22, 2015, with the Inventory results, and the certification thereof by the Chief Administrative and Chief Financial Officers, respectively, to be stated in the minutes of said public meeting.	Certification #(s) C-1171
	Linda P. MacIntyre	Date 10/16/2015

Best Practices Worksheet CY 2015/SFY2016

Ocean City City (Cape May)			
0508	Please see Color Key at bottom of sheet for limits on answers		
Answer	Question		Comments
	Red = Repeat Question; Prospective answers not permitted		
	Blue = Questions where neither "not applicable" nor "N/A" answers are permitted		
	Green = Repeat questions where neither "Prospective" nor "Not Applicable" are permitted		
	No Color = "Yes"; "No"; "Prospective" and "Not Applicable" are all permissible answers		
	# of Questions scored yes, prospective, or "not applicable"	Amount of Aid Disbursed	Impact on final 5% aid payment/Impact on total aid
	41-50	100%	No penalty
	33-40	80%	Lose 20% which equals 1% of total aid
	25-32	60%	Lose 40% which equals 2% of total aid
	17-24	40%	Lose 60% which equals 3% of total aid
	9-16	20%	Lose 80% which equals 4% of total aid
	0-8	0%	Lose 100% which equals 5% of total aid
Question	Table of Weblinks		
4	http://nj.gov/comptroller/news/docs/press_local_government_legal_fees.pdf		
8	http://www.fema.gov/national-flood-insurance-program-community-rating-system		
8	http://www.nj.gov/dep/floodcontrol/about.htm		
13	http://www.nj.gov/dca/divisions/dlgs/lfn/07/2007-5.doc		
20	http://www.nj.gov/dca/divisions/dlgs/lfn/13/2013-3.pdf		
21	http://www.nj.gov/dca/divisions/dlgs/lfn/14/2014-09.pdf		
23	http://www.nj.gov/dca/divisions/dlgs/resources/muni_st_docs/pay_to_play_ordinance-contractor.doc		
24	http://www.nj.gov/comptroller/compliance/index.html		
25	http://www.nj.gov/dca/divisions/dlgs/lfn/08/2008-21.doc		
33 & 34	http://www.nj.gov/dca/divisions/dlgs/lfn/14/2014-21.pdf		

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY
RESOLUTION

#14

AUTHORIZING THE PAYMENT OF CLAIMS

WHEREAS, N.J.S.A. 40A: 5-17 entitled "Approval and Payment of Claims and Required General Books of Account" generally sets forth the manner in which claims against municipalities are to be handled; and

WHEREAS, the attached bill list represent claims against the municipality for period including October 2, 2015 to October 16, 2015.

WHEREAS, the attached PCard check register represents paid claims against the municipality for the period of September 1, 2015 to September 30, 2015

NOW, THEREFORE, BE IT RESOLVED that the attached bill list is approved for payment.

Frank Donato III
Chief Financial Officer

Keith Hartzell
Council President

Offered by Seconded by

The above resolution was duly adopted by the City Council of the City of Ocean City, New Jersey, at a meeting of said Council duly held on the day of 2015.

NAME	AYE	NAY	ABSENT	ABSTAINED
Bergman	_____	_____	_____	_____
DeVluger	_____	_____	_____	_____
Guinness	_____	_____	_____	_____
Hartzell	_____	_____	_____	_____
Madden	_____	_____	_____	_____
McClellan	_____	_____	_____	_____

.....
City Clerk

P.O. Type: All Include Project Line Items: Yes Open: N Paid: N Void: N
 Range: First to Last Rcvd: Y Held: Y Aprv: N
 Format: Condensed Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
14-02982	07/30/14	CZAR	LAMONT H. CZAR, P.E.	RES# 14-50-160	Open	2,697.40	0.00
14-02339	09/10/14	TNTCONST	TNT CONSTRUCTION COMPANY, INC.	CC#1354; RES. 14-50-196	Open	10,318.68	0.00 B
14-02861	11/07/14	10THSTRE	10TH STREET WHARF, LLC	DRAW DOWNS PER ORDINANCE 14-15	Open	100,324.68	0.00 B
15-00003	01/07/15	OCEBOE	OCEAN CITY BOARD OF EDUCATION	2015 LEVY	Open	2,221,847.50	0.00
15-00004	01/07/15	ACKJI	ATLANTIC COUNTY MUNICIPAL JIF	2015 JIF ASSESSMENT	Open	564,952.00	0.00
15-00007	01/07/15	SALES	SALES & USE TAX	2015 SALES TAX	Open	375.25	0.00
15-00008	01/07/15	SONJ8695	STATE OF NEW JERSEY	2015 MOTOR FUEL TAX	Open	1.55	0.00
15-00021	01/15/15	NAISMITH	RUTH NAISMITH	E.M.S. REFUNDS REQUEST	Open	82.72	0.00
15-00024	01/15/15	NJAM3	NEW JERSEY-AMERICAN WATER CO.	2015 WATER/SEWER CHARGES	Open	83,282.63	0.00 B
15-00025	01/15/15	SJGAS	SOUTH JERSEY GAS COMPANY		Open	2,467.94	0.00 B
15-00026	01/15/15	ATT3	AT & T		Open	56.09	0.00 B
15-00030	01/15/15	FEDEX	FEDERAL EXPRESS CORPORATION	2015 FEDEX CHARGES	Open	19.43	0.00
15-00031	01/15/15	SAM 1	SAM'S CLUB/GEMB	2015 SAMS CLUB CHARGES	Open	408.38	0.00
15-00032	01/15/15	VERIZ	VERIZON	2015 CITYWIDE TELEPHONE	Open	4,838.78	0.00 B
15-00037	01/15/15	LINEYST	BLOCK LINE SYSTEMS INC.	RESOLUTION	Open	10,964.13	0.00 B
15-00038	01/15/15	CAPEP	CAPE PROFESSIONAL BILLING	E.M.S. BILLING SERVICES	Open	3,037.64	0.00 B
15-00039	01/16/15	VITAL	VITAL COMMUNICATIONS, INC		Open	100.00	0.00 B
15-00082	01/23/15	CRYSTAL	CRYSTAL SPRINGS	ACCOUNT# 1974633-3378444	Open	30.31	0.00
15-00086	01/23/15	TEIT	TEITLER & TEITLER, LLC	CONFLICT PUBLIC DEFENDER	Open	300.00	0.00 B
15-00090	01/23/15	WALKD	DOUGLAS K. WALKER, PC	RES# 14-50-056	Open	3,176.76	0.00 B
15-00092	01/23/15	CRYSTAL	CRYSTAL SPRINGS	ACCOUNT #19733003378729	Open	36.46	0.00
15-00093	01/23/15	AETNA	AETNA GROUP INSURANCE		Open	2,617.88	0.00 B
15-00094	01/23/15	NATIONAL	NATIONAL VISION ADMIN, LLC		Open	244.63	0.00 B
15-00102	01/23/15	SPINN	SPINNING WHEEL FLORIST INC.		Open	251.00	0.00 B
15-00108	01/23/15	TIX COM	TIX, INC.		Open	213.25	0.00 B
15-00116	01/27/15	CAPRI	CAPRIANI PORTABLE TOILETS, INC		Open	365.50	0.00
15-00147	01/28/15	CRYSTAL	CRYSTAL SPRINGS	ACCT# 1973186-3378709	Open	123.28	0.00
15-00149	01/28/15	CAPRI	CAPRIANI PORTABLE TOILETS, INC		Open	98.00	0.00
15-00162	01/28/15	CRYSTAL	CRYSTAL SPRINGS	ACCOUNT #1975146-3378740	Open	13.49	0.00
15-00183	02/02/15	VERIZONL	VERIZON ONLINE		Open	644.89	0.00 B
15-00195	02/02/15	MAINL	MAIN LINE COMMERCIAL POOLS, INC		Open	850.00	0.00 B
15-00200	02/02/15	STEIN	MARK H. STEIN, ESQUIRE	PROFESSIONAL SERVICES FOR 2015	Open	2,414.00	0.00
15-00201	02/02/15	SCHEULE	SCHEULE PLANHNG SOLUTIONS LLC	PROFESSIONAL SERVICES 2015	Open	2,060.00	0.00
15-00202	02/02/15	SCHEULE	SCHEULE PLANHNG SOLUTIONS LLC	RES # 15-51-010	Open	2,630.00	0.00
15-00203	02/02/15	GRITH	GRIFFITH & CARLUCCI, ESQUIRES	PROFESSIONAL SERVICES FOR 2015	Open	4,164.00	0.00
15-00204	02/02/15	STEIN	MARK H. STEIN, ESQUIRE	PROFESSIONAL SERVICES FOR 2015	Open	35.00	0.00
15-00207	02/02/15	STETS	B. W. STETSON & CO.	COFFEE SUPPLIES 2015	Open	75.00	0.00 B
15-00209	02/02/15	CRYSTAL	CRYSTAL SPRINGS	ACCOUNT #19747563378700	Open	286.53	0.00 B
15-00210	02/02/15	ACJA	ATLANTIC COUNTY UTILITY AUTHOR		Open	1,724.11	0.00 B
15-00220	02/06/15	THOMASMI	THOMAS G. SMITH, ESQ.	RES#15-51-031 Tax Appeals	Open	2,074.21	0.00 B
15-00251	02/09/15	AC ELECT	ATLANTIC CITY ELECTRIC	2015 CITYWIDE ELECTRIC	Open	70,361.46	0.00 B
15-00253	02/11/15	CLANE	CHRISTINE LANE		Open	2,340.00	0.00 B
15-00271	02/11/15	RIGGI	RIGGINS, INC.	Gasoline T-0083 SC	Open	20,629.25	0.00 B
15-00273	02/11/15	CMCU	C.M.C.M.U.A.		Open	63,767.06	0.00 B
15-00274	02/11/15	THOMASMI	THOMAS G. SMITH, ESQ.		Open	13.21	0.00 B
15-00275	02/11/15	NORTHLAN	NORTHLAND GROUP INC	E.M.S. COLLECTIONS	Open	8.40	0.00 B
15-00293	02/13/15	LONGPORT	LONGPORT MEDIA LLC		Open	1,200.00	0.00 B
15-00298	02/13/15	CHOICE	CHOICE ENVIR. SER. OF NJ, INC.	13-20; RES. 14-50-115	Open	4,440.31	0.00 B
15-00299	02/13/15	CHOICE	CHOICE ENVIR. SER. OF NJ, INC.	13-20; RES. 14-50-115	Open	6,842.88	0.00 B
15-00306	02/13/15	THOMSONR	THOMSON REUTERS		Open	291.89	0.00 B

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
15-00314	02/13/15	QCLAB	QC LABS, INC.	Open	102.00	0.00	
15-00318	02/13/15	COOC	CITY OF OCEAN CITY	Open	45,469.56	0.00	
15-00400	02/25/15	CRYSTAL	CRYSTAL SPRINGS	Open	2.97	0.00	
15-00404	02/25/15	VERIW	VERIZON WIRELESS	Open	1,665.10	0.00	B
15-00407	02/25/15	SENTI	SENTINEL LEDGER	Open	1,622.44	0.00	
15-00427	03/03/15	CRYSTAL	CRYSTAL SPRINGS	Open	157.75	0.00	
15-00435	03/03/15	INDHS	INDUSTRIAL HOUSING SOLUTIONS	Open	1,700.00	0.00	
15-00454	03/09/15	IPSGROUP	IPS GROUP CORPORATION	Open	26,427.50	0.00	B
15-00585	03/17/15	WICKBERG	WICKBERG MARINE CONTRACTING	Open	206,123.40	0.00	B
15-00624	03/23/15	AGUZZO	A. GUZZO LANDSCAPING LLC	Open	2,141.71	0.00	B
15-00648	03/27/15	TRI-STAT	TRI-STATE DIAGNOSTICS CORP.	Open	20.00	0.00	
15-00718	04/07/15	WEBPAGE	WEBPAGEFX, INC	Open	1,250.00	0.00	B
15-00731	04/08/15	ADP	AUTOMATIC DATA PROCESSING	Open	2,852.03	0.00	
15-00875	04/20/15	SEAIC	SEA ISLE ICE COMPANY, INC.	Open	75.00	0.00	B
15-00913	04/22/15	OCPET	OCEAN CITY PETTY CASH ACCOUNT	Open	212.94	0.00	
15-00982	05/05/15	CAPRI	CAPRIONI PORTABLE TOILETS, INC	Open	113.00	0.00	
15-00987	05/06/15	CFTMON	CFT MONITORING, LLC	Open	2,330.00	0.00	B
15-01000	05/06/15	KIMBALL	L.R. KIMBALL	Open	1,008.26	0.00	B
15-01136	05/15/15	CAPRI	CAPRIONI PORTABLE TOILETS, INC	Open	385.50	0.00	
15-01143	05/15/15	BOSSEVEN	BOSS EVENTS, LLC	Open	1,775.00	0.00	
15-01235	05/21/15	OCRA	OCEAN CITY RESTAURANT ASSO.	Open	3,150.00	0.00	
15-01255	05/21/15	WATEREDG	WATER'S EDGE ENVIRONMENTAL, LLC	Open	4,765.00	0.00	B
15-01256	05/21/15	AMSAN	SUPPLYWORKS	Open	936.10	0.00	
15-01272	05/22/15	CZAR	LAMONT H. CZAR, P.E.	Open	2,700.00	0.00	
15-01340	06/05/15	QUIGLEY	QUIGLEY'S SPRING MILL PIANO	Open	2,000.00	0.00	
15-01381	06/12/15	SEASHORE	SEASHORE ASPHALT CORP.	Open	1,838.50	0.00	B
15-01564	06/17/15	BOSSEVEN	BOSS EVENTS, LLC	Open	11,110.25	0.00	
15-01569	06/17/15	GOOD TYM	GOOD TYMES BAND	Open	700.00	0.00	
15-01579	06/18/15	COURIER	COURIER POST	Open	525.00	0.00	B
15-01619	06/29/15	ENTERPRI	ENTERPRISE LEASING COMPANY	Open	1,425.48	0.00	B
15-01655	06/30/15	NJTRS	NJ TRANSIT	Open	10,361.83	0.00	
15-01683	07/02/15	VAINOT	TAYLOR VAINO	Open	55.45	0.00	
15-01698	07/10/15	TRIANGLE	TRIANGLE COMMUNICATIONS LLC	Open	5,950.00	0.00	
15-01718	07/15/15	DEPT	DEPTCOR	Open	1,213.50	0.00	
15-01723	07/15/15	JERSA	JERSEY ARCHITECTURAL DCOR &	Open	2,495.00	0.00	
15-01725	07/15/15	ROBERTS J	JUSTIN ROBERTS	Open	100.00	0.00	
15-01753	07/21/15	LANIG	LANIGAN ASSOCIATES, INC.	Open	7,405.20	0.00	
15-01756	07/21/15	GANN	GANN LAW BOOKS, INC.	Open	133.00	0.00	
15-01783	07/24/15	LEGACYFI	LEGACY FIRE SPRINKLER, LLC	Open	5,275.00	0.00	
15-01834	08/04/15	HOFFNERB	BROOKE HOFFNER	Open	55.45	0.00	
15-01958	08/04/15	KBI	KB INDUSTRIES, INC.	Open	5,462.90	0.00	
15-01986	08/10/15	DEPT	DEPTCOR	Open	355.00	0.00	
15-01990	08/10/15	OPHIL	OCEAN PLACE HILTON RESORT	Open	369.15	0.00	
15-01996	08/10/15	CROSSFIR	CROSSFIRE TECHNOLOGIES LLC	Open	5,448.00	0.00	
15-02000	08/10/15	WARNERW	WILLIAM WARNER	Open	83.90	0.00	
15-02001	08/10/15	SNEERING	BETTY SNEERING	Open	84.92	0.00	
15-02125	08/20/15	SORGENTI	ANN SORGENTI	Open	100.00	0.00	
15-02173	08/25/15	WILD2	CITY OF WILDWOOD	Open	85,070.00	0.00	
15-02176	08/25/15	GRAPHIC	GRAPHIC DESIGNS INTERNATIONAL	Open	1,623.00	0.00	
15-02195	09/01/15	BENSHAFF	BEN SHAFFER RECREATION INC	Open	3,154.54	0.00	
15-02198	09/01/15	MCAA5	WALTER R. MOLLINEAUX-CHPERSON	Open	75.00	0.00	
15-02264	09/14/15	ACCESSRE	ACCESSREC LLC	Open	17,366.40	0.00	
15-02266	09/14/15	EMERGENC	EMERGENCY ACCESSORIES &	Open	1,187.72	0.00	
15-02378	09/18/15	OCNDREAS	OCEAN CITY NOREASTERS	Open	600.00	0.00	

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
15-02379	09/18/15	CATAMA	CATAMARAN MEDIA COMPANY	Open	200.00	0.00	
15-02383	09/18/15	ASCEN	ASCENT AVIATION GROUP INC. CC #15-05	Open	24,742.81	0.00	
15-02390	09/18/15	GTBM INC	G.T.B.M. INC.	Open	1,829.68	0.00	
15-02403	09/18/15	PROFORM	PROFORMA DYNAMIC RESOURCES,LLC	Open	1,006.00	0.00	
15-02404	09/18/15	OCNJ-COM	OCEAN CITY NJ.COM	Open	800.00	0.00	
15-02410	09/18/15	FLIGHTLE	FLIGHTLEVEL-AVIATION CAPE	Open	4,464.50	0.00	
15-02412	09/18/15	MAINL	MAIN LINE COMMERCIAL POOLS,INC	Open	898.75	0.00	
15-02415	09/18/15	HOBO	ORIGINAL HOBO BAND, INC.	Open	1,000.00	0.00	
15-02418	09/18/15	HUBER	HUBER LOCKSMITHS, INC	Open	687.26	0.00	
15-02432	09/25/15	BSN	BSN SPORTS, INC	Open	1,159.99	0.00	
15-02434	09/25/15	NJSCONFE	NEW JERSEY STATE CONF OF THE	Open	35.00	0.00	
15-02436	09/25/15	TRIANGLE	TRIANGLE COMMUNICATIONS LLC	Open	425.00	0.00	
15-02437	09/25/15	TACTICAL	TACTICAL PUBLIC SAFETY, LLC	Open	555.00	0.00	
15-02438	09/25/15	SIRCH	SIRCHIE FINGER PRINT LAB., INC	Open	992.21	0.00	
15-02441	09/25/15	BARTA	MIKE BARTA & SONS INC.	Open	1,062.70	0.00	
15-02450	09/30/15	INNOL	INNOVATIVE LEADERSHIP, LLC	Open	795.00	0.00	
15-02451	09/30/15	SEASLE	CITY OF SEA ISLE CITY	Open	1,550.00	0.00	
15-02452	09/30/15	NJASSN	NJ ASSOCIATION OF PLANNING & NJASSN ANNUAL LUNCHEON	Open	180.00	0.00	
15-02457	09/30/15	ECKERTP	PAUL ECKERT	Open	336.00	0.00	
15-02458	09/30/15	PRIME	PRIME EVENTS	Open	300.00	0.00	
15-02467	10/01/15	MITCHELL	MITCHELL-HUMPHREY & COMPANY NJSA 40A 11-5 EXEMPT	Open	8,570.00	0.00	
15-02472	10/01/15	JAMONTGO	J A MONTGOMERY RISK CONTROL LL Right to Know Services	Open	3,344.00	0.00	
15-02473	10/01/15	DRAIN	DRAIN DOCTOR	Open	955.00	0.00	
15-02474	10/01/15	OCBOE	OCEAN CITY BOARD OF EDUCATION	Open	2,310.00	0.00	
15-02476	10/01/15	NJSLOM	NJ STATE LEAGUE OF	Open	110.00	0.00	
15-02478	10/01/15	JALMAFAR	JALMA FARMS ANJEC Grant - Beach Plums	Open	425.00	0.00	
15-02479	10/01/15	CLASSICT	CLASSIC TROPHIES INC	Open	511.85	0.00	
15-02494	10/02/15	VITAL	VITAL COMMUNICATIONS, INC	Open	100.00	0.00	
15-02497	10/02/15	JPBAINBR	J. P. BAINBRIDGE & ASSOC., INC	Open	20,445.00	0.00	
15-02504	10/08/15	PARK	PARK ELECTRIC MOTOR COMPANY	Open	1,750.44	0.00	
15-02506	10/08/15	LILLYTHO	THOMAS LILLY ESCROW PROJECT 14-012ZD	Open	9,765.60	0.00	
15-02507	10/08/15	COOC	CITY OF OCEAN CITY 2015 CAPITAL IMPROVEMENT FUND	Open	1,100,000.00	0.00	
15-02508	10/14/15	STONE	A.E. STONE, INC.	Open	3,927.84	0.00	B
15-02511	10/14/15	KRAVI	DBK PHOTO	Open	221.00	0.00	
15-02512	10/14/15	FIN-A	FIN-ATICS MARINE SUPPLY, LTD	Open	330.00	0.00	
15-02522	10/14/15	NJSHA	NEW JERSEY SHADE TREE FEDERA-	Open	1,100.00	0.00	
15-02529	10/16/15	OCTHEATR	OCEAN CITY THEATRE COMPANY	Open	7,976.00	0.00	B
15-02625	10/18/15	SANTO	SANTORI'S PRODUCE	Open	68.00	0.00	
15-02626	10/18/15	SHERW	SHERWIN WILLIAMS #3760	Open	254.13	0.00	
15-02627	10/18/15	SHOEM	SHOEMAKER LUMBER COMPANY, INC	Open	105.35	0.00	
15-02628	10/18/15	SHOEM	SHOEMAKER LUMBER COMPANY, INC	Open	116.58	0.00	
15-02629	10/18/15	SHERW	SHERWIN WILLIAMS #3760	Open	61.97	0.00	
15-02630	10/18/15	SHORH	SHORE HARDWARE	Open	244.12	0.00	
Total Purchase Orders: 147 Total P.O. Line Items: 0				Total List Amount:	4,884,428.79	Total Void Amount:	0.00

October 18, 2015
02:05 PM

CITY OF OCEAN CITY
Check Register By Check Id

Page No: 1

Period - September 2015

Range of Checking Accts: GENERAL to GENERAL Range of Check Ids: 6682 to 6761
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Seq Acct
6682	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02543	1	AC MOORE STR 3 - Purchase	14.99	5-01-20-005-249	Budget		1 1
				ADMIN/MAYOR-OFFICE SUPPLIES			
15-02543	2	AC MOORE STR 3 - Purchase	28.99	5-01-20-098-259	Budget		2 1
				C/S-AQUATIC & FITNESS MINOR APPARATUS			
			<u>43.98</u>				
6683	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02544	1	ADOBE CREATIVE CLOUD - Purcha	641.87	5-01-20-046-265	Budget		3 1
				ADMIN/INFO TECHNOLOGY-EQUIPMENT OUTLAY			
6684	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02545	1	IN AMERICAN TIME RECORDER - Pu	280.00	5-01-20-650-233	Budget		4 1
				FINANCIAL MGMT/REV COLLECTION-MNT&REPAIR			
6685	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02546	1	SUPPLYWORKS CORP - Purchase	743.38	5-01-20-295-259	Budget		5 1
				CITY WIDE MINOR APPARATUS			
15-02546	2	SUPPLYWORKS CORP - Purchase	26.72	5-01-20-295-259	Budget		6 1
				CITY WIDE MINOR APPARATUS			
15-02546	3	SUPPLYWORKS CORP - Purchase	5,327.82	5-01-20-295-259	Budget		7 1
				CITY WIDE MINOR APPARATUS			
15-02546	4	SUPPLYWORKS CORP - Purchase	442.12	5-01-20-295-259	Budget		8 1
				CITY WIDE MINOR APPARATUS			
15-02546	5	SUPPLYWORKS CORP - Purchase	61.28	5-01-20-295-259	Budget		9 1
				CITY WIDE MINOR APPARATUS			
15-02546	6	SUPPLYWORKS CORP - Purchase	3,492.90	5-01-20-295-259	Budget		10 1
				CITY WIDE MINOR APPARATUS			
15-02546	7	SUPPLYWORKS CORP - Purchase	2,968.12	5-01-20-295-259	Budget		11 1
				CITY WIDE MINOR APPARATUS			
15-02546	8	SUPPLYWORKS CORP - Purchase	646.00	5-01-20-295-259	Budget		12 1
				CITY WIDE MINOR APPARATUS			
15-02546	9	SUPPLYWORKS CORP - Purchase	14.56	5-01-20-295-259	Budget		13 1
				CITY WIDE MINOR APPARATUS			
15-02546	10	SUPPLYWORKS CORP - Purchase	1,942.50	5-01-20-295-259	Budget		14 1
				CITY WIDE MINOR APPARATUS			
15-02546	11	SUPPLYWORKS CORP - Purchase	1,560.18	5-01-20-295-259	Budget		15 1
				CITY WIDE MINOR APPARATUS			
15-02546	12	SUPPLYWORKS CORP - Purchase	359.88	5-01-20-295-259	Budget		16 1
				CITY WIDE MINOR APPARATUS			
			<u>17,585.46</u>				
6686	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02547	1	ATLANTIC AUTO GROUP - Purchase	24.20	5-01-20-285-259	Budget		17 1
				FLEET OPERATIONS MINOR APPARATUS			
6687	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02548	1	AUNT RUBY'S PEANUTS - Purchas	248.10	5-01-20-025-237	Budget		18 1
				HUMAN RESOURCES - PROF EMPLOYEE RELATED			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
6688	10/18/15	BOAPCARD BANK OF AMERICA					3634		
15-02549	1	AUSTINS SPORTS CENTER - Purcha	172.00	T-12-56-173-033	Budget		19	1	
				RECREATION TRUST PROGRAMS					
15-02549	2	AUSTINS SPORTS CENTER - Purcha	1,148.51	T-12-56-173-033	Budget		20	1	
				RECREATION TRUST PROGRAMS					
			<u>1,320.51</u>						
6689	10/18/15	BOAPCARD BANK OF AMERICA					3634		
15-02550	1	BEESELY'S POINT SEA DO - Purch	50.00	5-01-25-730-259	Budget		21	1	
				PS/LIFEGUARDS-MINOR APPARATUS					
6690	10/18/15	BOAPCARD BANK OF AMERICA					3634		
15-02551	1	BEST BUY MHT 00005819 - Purch	949.96	5-01-25-730-259	Budget		22	1	
				PS/LIFEGUARDS-MINOR APPARATUS					
6691	10/18/15	BOAPCARD BANK OF AMERICA					3634		
15-02552	1	MILLEVOI BEST TIRE INC - Purch	89.95	5-01-20-285-259	Budget		23	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02552	2	MILLEVOI BEST TIRE INC - Purch	89.95	5-01-20-285-259	Budget		24	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02552	3	MILLEVOI BEST TIRE INC - Purch	89.95	5-01-20-285-259	Budget		25	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02552	4	MILLEVOI BEST TIRE INC - Purch	336.64	5-01-20-285-259	Budget		26	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02552	5	MILLEVOI BEST TIRE INC - Purch	664.92	5-01-20-285-259	Budget		27	1	
				FLEET OPERATIONS MINOR APPARATUS					
			<u>1,271.41</u>						
6692	10/18/15	BOAPCARD BANK OF AMERICA					3634		
15-02553	1	BPS EXPRESS - HVAC Reno (Knigh	7.98	5-01-20-265-259	Budget		28	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					
15-02553	2	BPS EXPRESS - HVAC-Reno (Knigh	38.26	5-01-20-280-259	Budget		29	1	
				FIELD OPERATIONS MINOR APPARATUS					
15-02553	3	BPS EXPRESS - Irrigation (Skat	1.01	5-01-20-265-259	Budget		30	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					
15-02553	4	BPS EXPRESS - Irrigation (Skat	6.66	5-01-20-265-259	Budget		31	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					
15-02553	5	BPS EXPRESS - Irrigation (Skat	5.34	5-01-20-265-259	Budget		32	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					
15-02553	6	BPS EXPRESS - Irrigation (Skat	93.02	5-01-20-265-259	Budget		33	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					
15-02553	7	BPS EXPRESS - Irrigation (Skat	0.64	5-01-20-265-259	Budget		34	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					
15-02553	8	BPS EXPRESS - Irrigation (Skat	15.98	5-01-20-265-259	Budget		35	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					
15-02553	9	BPS EXPRESS - Irrigation (Skat	35.98	5-01-20-265-259	Budget		36	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					
15-02553	10	BPS EXPRESS - Irrigation (Skat	10.92	5-01-20-265-259	Budget		37	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					
15-02553	11	BPS EXPRESS - Irrigation (Skat	1.92	5-01-20-265-259	Budget		38	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					
15-02553	12	BPS EXPRESS - Irrigation (Skat	108.67	5-01-20-265-259	Budget		39	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
6692		BANK OF AMERICA							
		Continued							
15-02553	13	BPS EXPRESS - Irrigation (skat	21.98	5-01-20-265-259	Budget		40	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					
15-02553	14	BPS EXPRESS - Plumbing-Irrigat	9.59	5-01-20-265-259	Budget		41	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					
15-02553	15	BPS EXPRESS - Plumbing-Irrigat	440.74	5-01-20-265-259	Budget		42	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					
15-02553	16	BPS EXPRESS - Plumbing-Irrigat	9.31	5-01-20-265-259	Budget		43	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					
15-02553	17	BPS EXPRESS - Plumbing-Irrigat	12.58	5-01-20-265-259	Budget		44	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					
15-02553	18	BPS EXPRESS - Refrig Tank (HVA	23.95	5-01-20-265-259	Budget		45	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					
15-02553	19	BPS EXPRESS - Refrig Tank (HVA	18.96	5-01-20-265-259	Budget		46	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					
15-02553	20	BPS EXPRESS - Irrigation (46th	19.97	5-01-20-265-268	Budget		47	1	
				FACILITIES MANAGEMENT GROUNDS KEEPING					
			884.46						
6693	10/18/15	BOAPCARD BANK OF AMERICA					3634		
15-02554	1	WWW.BRICKSRUS.COM - Purchase	57.00	T-12-56-173-013	Budget		48	1	
				REC TRUST - MEM. PARK PAVER PROGRAM 2010					
15-02554	2	WWW.BRICKSRUS.COM - Purchase	153.00	T-12-56-173-013	Budget		49	1	
				REC TRUST - MEM. PARK PAVER PROGRAM 2010					
			210.00						
6694	10/18/15	BOAPCARD BANK OF AMERICA					3634		
15-02555	1	BSN SPORT SUPPLY GROUP - winds	1,217.53	5-01-20-265-268	Budget		50	1	
				FACILITIES MANAGEMENT GROUNDS KEEPING					
6695	10/18/15	BOAPCARD BANK OF AMERICA					3634		
15-02556	1	BURKE MOTOR GROUP - Purchase	47.99	5-01-20-285-259	Budget		51	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02556	2	BURKE MOTOR GROUP - Purchase	44.74	5-01-20-285-259	Budget		52	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02556	3	BURKE MOTOR GROUP - Purchase	85.96	5-01-20-285-259	Budget		53	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02556	4	BURKE MOTOR GROUP - Purchase	214.68	5-01-20-285-259	Budget		54	1	
				FLEET OPERATIONS MINOR APPARATUS					
			393.37						
6696	10/18/15	BOAPCARD BANK OF AMERICA					3634		
15-02557	1	BUY DOOR HARDWARE NOW - ADA Do	64.00	5-01-20-265-259	Budget		55	1	
				FACILITIES MANAGEMENT MINOR APPARATUS					
6697	10/18/15	BOAPCARD BANK OF AMERICA					3634		
15-02558	1	CDW GOVERNMENT - UPS Mount	153.00	5-01-20-046-265	Budget		56	1	
				ADMIN/INFO TECHNOLOGY-EQUIPMENT OUTLAY					
15-02558	2	CDW GOVERNMENT - Camera System	1,053.02	C-04-55-294-601	Budget		57	1	
				COMMUNICATIONS UPGRADES					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
6697		BANK OF AMERICA					
15-02558	3	CDW GOVERNMENT - hikvision Cam	1,341.38	C-04-55-294-601	Budget		58 1
		Continued		COMMUNICATIONS UPGRADES			
			<u>2,547.40</u>				
6698	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02559	1	CHAPMAN FORD LINCOLN MERC - Cr	35.00	5-01-20-285-259	Budget		59 1
				FLEET OPERATIONS MINOR APPARATUS			
15-02559	2	CHAPMAN FORD LINCOLN MERC - Cr	84.02	5-01-20-285-259	Budget		60 1
				FLEET OPERATIONS MINOR APPARATUS			
15-02559	3	CHAPMAN FORD LINCOLN MERC - Cr	100.00	5-01-20-285-259	Budget		61 1
				FLEET OPERATIONS MINOR APPARATUS			
15-02559	4	CHAPMAN FORD LINCOLN MERC - Pu	212.50	5-01-20-285-259	Budget		62 1
				FLEET OPERATIONS MINOR APPARATUS			
15-02559	5	CHAPMAN FORD LINCOLN MERC - Pu	638.40	5-01-20-285-259	Budget		63 1
				FLEET OPERATIONS MINOR APPARATUS			
15-02559	6	CHAPMAN FORD LINCOLN MERC - Pu	275.44	5-01-20-285-259	Budget		64 1
				FLEET OPERATIONS MINOR APPARATUS			
15-02559	7	CHAPMAN FORD LINCOLN MERC - Pu	84.02	5-01-20-285-259	Budget		65 1
				FLEET OPERATIONS MINOR APPARATUS			
15-02559	8	CHAPMAN FORD LINCOLN MERC - Pu	22.44	5-01-20-285-259	Budget		66 1
				FLEET OPERATIONS MINOR APPARATUS			
15-02559	9	CHAPMAN FORD LINCOLN MERC - Pu	27.64	5-01-20-285-259	Budget		67 1
				FLEET OPERATIONS MINOR APPARATUS			
15-02559	10	CHAPMAN FORD LINCOLN MERC - Pu	698.29	5-01-20-285-255	Budget		68 1
				FLEET OPERATIONS SMALL ENGINES			
15-02559	11	CHAPMAN FORD LINCOLN MERC - Pu	375.66	5-01-20-285-259	Budget		69 1
				FLEET OPERATIONS MINOR APPARATUS			
15-02559	12	CHAPMAN FORD LINCOLN MERC - Pu	203.08	5-01-20-285-259	Budget		70 1
				FLEET OPERATIONS MINOR APPARATUS			
			<u>2,318.45</u>				
6699	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02560	1	CHEAPCYCLEPARTS.CO - Purchase	283.14	5-01-25-730-259	Budget		71 1
				PS/LIFEGUARDS-MINOR APPARATUS			
6700	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02561	1	CODYS POWER EQUIPMENT - Purcha	145.89	5-01-20-270-259	Budget		72 1
				ENVIRONMENTAL OPERATIONS MINOR APPARATUS			
15-02561	2	CODYS POWER EQUIPMENT - Purcha	93.61	5-01-20-285-259	Budget		73 1
				FLEET OPERATIONS MINOR APPARATUS			
			<u>239.50</u>				
6701	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02562	1	COLONIAL ELECTRIC SUPPLY - Bat	132.68	5-01-20-265-259	Budget		74 1
				FACILITIES MANAGEMENT MINOR APPARATUS			
15-02562	2	COLONIAL ELECTRIC SUPPLY - Bat	132.68	5-01-20-265-259	Budget		75 1
				FACILITIES MANAGEMENT MINOR APPARATUS			
			<u>265.36</u>				
6702	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02563	1	COMCAST - Purchase	233.76	5-01-20-040-211	Budget		76 1
				ADMIN/EMERGENCY MGMT-PROF. SERVICES			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
6702		BANK OF AMERICA					
		Continued					
15-02563	2	COMCAST - Purchase	80.80	5-01-25-740-265	Budget		77 1
				PS/POLICE-EQUIPMENT OUTLAY			
15-02563	3	COMCAST - Purchase	368.52	5-01-20-046-265	Budget		78 1
				ADMIN/INFO TECHNOLOGY-EQUIPMENT OUTLAY			
15-02563	4	COMCAST - Purchase	102.85	5-01-20-046-265	Budget		79 1
				ADMIN/INFO TECHNOLOGY-EQUIPMENT OUTLAY			
15-02563	5	COMCAST - Purchase	110.09	5-01-20-046-265	Budget		80 1
				ADMIN/INFO TECHNOLOGY-EQUIPMENT OUTLAY			
15-02563	6	COMCAST - Purchase	235.70	5-01-20-046-265	Budget		81 1
				ADMIN/INFO TECHNOLOGY-EQUIPMENT OUTLAY			
15-02563	7	COMCAST - Purchase	122.90	5-01-20-046-265	Budget		82 1
				ADMIN/INFO TECHNOLOGY-EQUIPMENT OUTLAY			
15-02563	8	COMCAST - Purchase	9.96	5-01-20-046-265	Budget		83 1
				ADMIN/INFO TECHNOLOGY-EQUIPMENT OUTLAY			
15-02563	9	COMCAST - Purchase	205.80	5-01-20-046-265	Budget		84 1
				ADMIN/INFO TECHNOLOGY-EQUIPMENT OUTLAY			
15-02563	10	COMCAST - Purchase	467.75	5-01-20-046-265	Budget		85 1
				ADMIN/INFO TECHNOLOGY-EQUIPMENT OUTLAY			
15-02563	11	COMCAST - Purchase	247.52	5-01-20-046-265	Budget		86 1
				ADMIN/INFO TECHNOLOGY-EQUIPMENT OUTLAY			
15-02563	12	COMCAST - Purchase	42.61	5-01-25-740-265	Budget		87 1
				PS/POLICE-EQUIPMENT OUTLAY			
15-02563	13	COMCAST - Rt 52 City Portion	392.36	5-01-20-046-265	Budget		88 1
				ADMIN/INFO TECHNOLOGY-EQUIPMENT OUTLAY			
15-02563	14	COMCAST - Purchase Rt 52 Touri	224.62	5-13-56-200-015	Budget		89 1
				O.C. TOURISM DIVISION/TELEPHONE SVCS			
			<u>2,845.24</u>				
6703	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02564	1	COMCAST UPWARE/Carboni - Purch	22.42	5-01-25-740-259	Budget		90 1
				PS/POLICE-MINOR APPARATUS			
6704	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02565	1	SQ DANIEL MACDUFF - Purchase	230.95	6-02-40-175-016	Budget		91 1
				DWI - 2001-2014			
6705	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02566	1	DELAWARE.NET, INC. - Purchase	150.00	5-01-20-046-265	Budget		92 1
				ADMIN/INFO TECHNOLOGY-EQUIPMENT OUTLAY			
6706	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02568	1	EZ LOADER - SPOKANE - Purchase	774.32	5-01-20-285-219	Budget		93 1
				FLEET OPERATIONS MINOR APPARATUS			
6707	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02569	1	NEW JERSEY E-ZPASS - Purchase	50.00	5-01-25-740-211	Budget		94 1
				PS/POLICE-PROF SERVICES			
15-02569	2	NEW JERSEY E-ZPASS - Purchase	25.00	5-01-20-295-213	Budget		95 1
				CITY WIDE STORAGE & TOWING			
			<u>75.00</u>				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
6708	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02570	1	W.S. GOFF COMPANY - Office Fur	2,564.25	C-04-55-285-104	Budget		96 1
				GENERAL IMPROVEMENTS: LIBRARY, WINDOWS,			
6709	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02571	1	WW GRAINGER - Purchase	341.47	5-01-20-101-259	Budget		97 1
				C/S-MUSIC PIER OPERATIONS MINOR APPRATUS			
15-02571	2	WW GRAINGER - Purchase	401.40	5-01-20-101-259	Budget		98 1
				C/S-MUSIC PIER OPERATIONS MINOR APPRATUS			
15-02571	3	WW GRAINGER - Purchase	21.48	5-01-20-098-259	Budget		99 1
				C/S-AQUATIC & FITNESS MINOR APPARATUS			
15-02571	4	WW GRAINGER - Purchase	32.36	5-01-25-740-259	Budget		101 1
				PS/POLICE-MINOR APPARATUS			
15-02571	5	WW GRAINGER - Purchase	20.22	5-01-20-098-259	Budget		102 1
				C/S-AQUATIC & FITNESS MINOR APPARATUS			
15-02571	6	WW GRAINGER - Purchase	82.68	T-12-56-173-033	Budget		103 1
				RECREATION TRUST PROGRAMS			
15-02571	7	WW GRAINGER - Purchase	463.54	T-12-56-173-033	Budget		100 1
				RECREATION TRUST PROGRAMS			
			<u>1,363.15</u>				
6710	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02572	1	FW WEBB COMPANY - Plumbing Rep	136.62	5-01-20-265-259	Budget		104 1
				FACILITIES MANAGEMENT MINOR APPARATUS			
15-02572	2	FW WEBB COMPANY - Plumbing Rep	691.34	5-01-20-265-259	Budget		105 1
				FACILITIES MANAGEMENT MINOR APPARATUS			
			<u>827.96</u>				
6711	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02573	1	HAMMER NUTRITION GLOBAL - Purc	756.23	T-12-56-173-033	Budget		106 1
				RECREATION TRUST PROGRAMS			
6712	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02574	1	HD SUPPLY FACILITIES MTRC - Re	103.55	5-01-20-265-259	Budget		107 1
				FACILITIES MANAGEMENT MINOR APPARATUS			
6713	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02575	1	HUBER LOCKSMITHS INC - Purchas	51.00	5-01-20-670-259	Budget		108 1
				FINANCIAL MGMT/PARKING REG-MINOR APPRATUS			
6714	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02576	1	JL LAWSON COMPANY - Purchase	2,368.01	5-01-20-285-265	Budget		109 1
				FLEET OPERATIONS EQUIP OUTLAY			
6715	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02577	1	JOHN DEERE LANDSCAPES625 - Irr	25.38	5-01-20-265-259	Budget		110 1
				FACILITIES MANAGEMENT MINOR APPARATUS			
15-02577	2	JOHN DEERE LANDSCAPES625 - Irr	538.78	5-01-20-265-259	Budget		111 1
				FACILITIES MANAGEMENT MINOR APPARATUS			
15-02577	3	JOHN DEERE LANDSCAPES625 - Irr	239.91	5-01-20-265-259	Budget		112 1
				FACILITIES MANAGEMENT MINOR APPARATUS			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
6715		BANK OF AMERICA					
15-02577	4	JOHN DEERE LANDSCAPES625 - Che	357.16	5-01-20-265-268	Budget		113 1
				FACILITIES MANAGEMENT GOUNDS KEEPING			
			<u>1,161.23</u>				
6716	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02578	1	JOHNSON HLTH TECH-CRP - Purcha	211.82	5-01-20-098-265	Budget		114 1
				C/S-AQUATIC & FITNESS EQUIPMENT OUTLAY			
6717	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02579	1	JOHNSTONE SUPPLY OF ABSEC - AC	1,051.82	5-01-20-265-259	Budget		115 1
				FACILITIES MANAGEMENT MINOR APPARATUS			
15-02579	2	JOHNSTONE SUPPLY OF ABSEC - Ha	60.10	5-01-20-265-259	Budget		116 1
				FACILITIES MANAGEMENT MINOR APPARATUS			
15-02579	3	JOHNSTONE SUPPLY OF ABSEC - HV	37.88	5-01-20-265-259	Budget		117 1
				FACILITIES MANAGEMENT MINOR APPARATUS			
15-02579	4	JOHNSTONE SUPPLY OF ABSEC - HV	37.88	5-01-20-265-259	Budget		118 1
				FACILITIES MANAGEMENT MINOR APPARATUS			
15-02579	5	JOHNSTONE SUPPLY OF ABSEC - HV	152.40	5-01-20-265-259	Budget		119 1
				FACILITIES MANAGEMENT MINOR APPARATUS			
15-02579	6	JOHNSTONE SUPPLY OF ABSEC - Re	1,020.11	5-01-20-265-259	Budget		120 1
				FACILITIES MANAGEMENT MINOR APPARATUS			
			<u>319.97</u>				
6718	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02580	1	JORGENSEN LOCKERS - Parts-Lock	35.66	5-01-20-265-259	Budget		121 1
				FACILITIES MANAGEMENT MINOR APPARATUS			
6719	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02581	1	KEEN COMP. GAS-CORPOR - Purcha	210.00	5-01-20-285-259	Budget		122 1
				FLEET OPERATIONS MINOR APPARATUS			
15-02581	2	KEEN COMP. GAS-CORPOR - Purcha	7.61	5-01-20-285-259	Budget		123 1
				FLEET OPERATIONS MINOR APPARATUS			
15-02581	3	KEEN COMP. GAS-CORPOR - Purcha	13.13	5-01-20-285-259	Budget		124 1
				FLEET OPERATIONS MINOR APPARATUS			
15-02581	4	KEEM COMP. GAS-CORPOR - Purcha	13.13	5-01-20-285-259	Budget		125 1
				FLEET OPERATIONS MINOR APPARATUS			
			<u>243.87</u>				
6720	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02582	1	LANSON PRODUCTS - Purchase	390.75	5-01-20-285-259	Budget		126 1
				FLEET OPERATIONS MINOR APPARATUS			
6721	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02583	1	WWW.LOGMEIN.COM - Purchase	42.31	5-01-25-740-265	Budget		127 1
				PS/POLICE-EQUIPMENT OUTLAY			
6722	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02584	1	LOWES #01034 - Purchase	428.08	5-01-20-210-259	Budget		128 1
				ADMINISTRATION MINOR APPARATUS			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
6722		BANK OF AMERICA							
15-02584	2	LOWES #01034 - Purchase	177.84	5-01-20-210-259	Budget		129	1	
				ADMINISTRATION MINOR APPARATUS					
			605.92						
6723	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02585	1	MAXIMUM MARINE AUTO & TRA - Pu	55.00	5-01-20-270-259	Budget		130	1	
				ENVIRONMENTAL OPERATIONS MINOR APPARATUS					
6724	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02586	1	MCMASTER-CARR - Purchase	244.14	5-01-20-285-259	Budget		131	1	
				FLEET OPERATIONS MINOR APPARATUS					
6725	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02587	1	MOORE MEDICAL LLC - Purchase	1,000.31	5-01-25-740-253	Budget		132	1	
				PS/POLICE-MEDICAL SUPPLIES					
15-02587	2	MOORE MEDICAL LLC - Purchase	123.87	5-01-20-098-259	Budget		133	1	
				C/S-AQUATIC & FITNESS MINOR APPARATUS					
15-02587	3	MOORE MEDICAL LLC - Purchase	287.40	5-01-20-098-259	Budget		134	1	
				C/S-AQUATIC & FITNESS MINOR APPARATUS					
			1,411.58						
6726	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02589	1	MUNICIPAL EQUIPMENT ENTE - Pur	256.90	5-01-20-285-259	Budget		135	1	
				FLEET OPERATIONS MINOR APPARATUS					
6727	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02590	1	SEAVILLE - Purchase	40.63	5-01-25-770-233	Budget		136	1	
				PS/FIRE-EQUIPMENT MAINT & REP					
15-02590	2	SEAVILLE - Purchase	182.16	5-01-20-285-255	Budget		137	1	
				FLEET OPERATIONS SMALL ENGINES					
15-02590	3	SEAVILLE - Purchase	7.84	5-01-20-285-255	Budget		138	1	
				FLEET OPERATIONS SMALL ENGINES					
15-02590	4	SEAVILLE - Purchase	10.98	5-01-20-285-255	Budget		139	1	
				FLEET OPERATIONS SMALL ENGINES					
15-02590	5	SEAVILLE - Purchase	20.98	5-01-20-285-255	Budget		140	1	
				FLEET OPERATIONS SMALL ENGINES					
15-02590	6	SEAVILLE - Purchase	27.65	5-01-20-285-255	Budget		141	1	
				FLEET OPERATIONS SMALL ENGINES					
15-02590	7	SEAVILLE - Purchase	40.64	5-01-20-285-255	Budget		142	1	
				FLEET OPERATIONS SMALL ENGINES					
15-02590	8	SEAVILLE - Credit	638.86	5-01-20-285-259	Budget		143	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	9	SEAVILLE - Credit	89.23	5-01-20-285-259	Budget		144	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	10	SEAVILLE - Credit	217.82	5-01-20-285-259	Budget		145	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	11	SEAVILLE - Credit	257.54	5-01-20-285-259	Budget		146	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	12	SEAVILLE - Credit	176.44	5-01-20-285-259	Budget		147	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	13	SEAVILLE - Credit	123.79	5-01-20-285-259	Budget		148	1	
				FLEET OPERATIONS MINOR APPARATUS					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
6727		BANK OF AMERICA							
15-02590	14	SEAVILLE - Credit	0.35	5-01-20-285-259	Budget		149	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	15	SEAVILLE - Credit	97.50	5-01-20-285-259	Budget		150	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	16	SEAVILLE - Purchase	89.23	5-01-25-770-259	Budget		151	1	
				PS/FIRE-MINOR APPARATUS					
15-02590	17	SEAVILLE - Purchase	12.99	5-01-25-770-259	Budget		152	1	
				PS/FIRE-MINOR APPARATUS					
15-02590	18	SEAVILLE - Purchase	12.74	5-01-20-285-259	Budget		153	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	19	SEAVILLE - Purchase	74.33	5-01-20-285-259	Budget		154	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	20	SEAVILLE - Purchase	48.38	5-01-20-285-259	Budget		155	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	21	SEAVILLE - Purchase	11.48	5-01-20-285-259	Budget		156	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	22	SEAVILLE - Purchase	88.95	5-01-20-285-259	Budget		157	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	23	SEAVILLE - Purchase	49.59	5-01-20-285-259	Budget		158	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	24	SEAVILLE - Purchase	80.94	5-01-20-285-259	Budget		159	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	25	SEAVILLE - Purchase	216.00	5-01-20-285-259	Budget		160	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	26	SEAVILLE - Purchase	337.96	5-01-20-285-259	Budget		161	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	27	SEAVILLE - Purchase	3.29	5-01-20-285-259	Budget		162	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	28	SEAVILLE - Purchase	148.27	5-01-20-285-259	Budget		163	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	29	SEAVILLE - Purchase	470.62	5-01-20-285-259	Budget		164	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	30	SEAVILLE - Purchase	149.44	5-01-20-285-259	Budget		165	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	31	SEAVILLE - Purchase	130.07	5-01-20-285-259	Budget		166	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	32	SEAVILLE - Purchase	46.81	5-01-20-285-259	Budget		167	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	33	SEAVILLE - Purchase	39.90	5-01-20-285-259	Budget		168	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	34	SEAVILLE - Purchase	183.17	5-01-20-285-259	Budget		169	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	35	SEAVILLE - Purchase	68.06	5-01-20-285-259	Budget		170	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	36	SEAVILLE - Purchase	11.75	5-01-20-285-259	Budget		171	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	37	SEAVILLE - Purchase	76.58	5-01-20-285-259	Budget		172	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	38	SEAVILLE - Purchase	47.73	5-01-20-285-259	Budget		173	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	39	SEAVILLE - Purchase	474.50	5-01-20-285-259	Budget		174	1	
				FLEET OPERATIONS MINOR APPARATUS					

Continued

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
6727		BANK OF AMERICA							Continued
15-02590	40	SEAVILLE - Purchase	96.33	5-01-20-285-259	Budget		175	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	41	SEAVILLE - Purchase	278.74	5-01-20-285-259	Budget		176	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	42	SEAVILLE - Purchase	46.21	5-01-20-285-259	Budget		177	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	43	SEAVILLE - Purchase	157.55	5-01-20-285-259	Budget		178	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	44	SEAVILLE - Purchase	76.68	5-01-20-285-259	Budget		179	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	45	SEAVILLE - Purchase	7.92	5-01-20-285-259	Budget		180	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	46	SEAVILLE - Purchase	224.48	5-01-20-285-259	Budget		181	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	47	SEAVILLE - Purchase	19.65	5-01-20-285-259	Budget		182	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	48	SEAVILLE - Purchase	37.76	5-01-20-285-259	Budget		183	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	49	SEAVILLE - Purchase	200.56	5-01-20-285-259	Budget		184	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	50	SEAVILLE - Purchase	8.99	5-01-20-285-259	Budget		185	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	51	SEAVILLE - Purchase	235.13	5-01-20-285-259	Budget		187	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	52	SEAVILLE - Purchase	22.98	5-01-20-285-259	Budget		188	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	53	SEAVILLE - Purchase	29.92	5-01-20-285-259	Budget		189	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	54	SEAVILLE - Purchase	34.32	5-01-20-285-259	Budget		190	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	55	SEAVILLE - Purchase	59.92	5-01-20-285-259	Budget		191	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	56	SEAVILLE - Purchase	278.61	5-01-20-285-259	Budget		192	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	57	SEAVILLE - Purchase	12.96	5-01-20-285-259	Budget		193	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	58	SEAVILLE - Purchase	16.12	5-01-20-285-259	Budget		194	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	59	SEAVILLE - Purchase	10.58	5-01-20-285-259	Budget		195	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	60	SEAVILLE - Purchase	29.16	5-01-20-285-259	Budget		196	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	61	SEAVILLE - Purchase	41.34	5-01-20-285-259	Budget		186	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	62	SEAVILLE - Purchase	1.77	5-01-20-285-259	Budget		197	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	63	SEAVILLE - Purchase	71.62	5-01-20-285-259	Budget		198	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	64	SEAVILLE - Purchase	140.60	5-01-20-285-259	Budget		199	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	65	SEAVILLE - Purchase	19.65	5-01-20-285-259	Budget		200	1	
				FLEET OPERATIONS MINOR APPARATUS					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
6727		BANK OF AMERICA							Continued
15-02590	66	SEAVILLE - Purchase	59.82	5-01-20-285-259	Budget		201	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	67	SEAVILLE - Purchase	49.79	5-01-20-285-259	Budget		202	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	68	SEAVILLE - Purchase	139.59	5-01-20-285-259	Budget		203	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	69	SEAVILLE - Purchase	8.03	5-01-20-285-259	Budget		204	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	70	SEAVILLE - Purchase	205.40	5-01-20-285-259	Budget		205	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	71	SEAVILLE - Purchase	141.07	5-01-20-285-259	Budget		206	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	72	SEAVILLE - Purchase	4.28	5-01-20-285-259	Budget		207	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	73	SEAVILLE - Purchase	338.99	5-01-20-285-259	Budget		208	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	74	SEAVILLE - Purchase	111.25	5-01-20-285-259	Budget		209	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	75	SEAVILLE - Purchase	42.50	5-01-20-285-259	Budget		210	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	76	SEAVILLE - Purchase	10.22	5-01-20-285-259	Budget		211	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	77	SEAVILLE - Purchase	437.78	5-01-20-285-259	Budget		212	1	
				FLEET OPERATIONS MINOR APPARATUS					
15-02590	78	SEAVILLE - Purchase	74.08	5-01-20-285-275	Budget		213	1	
				FLEET OPERATIONS SAFETY EQUIPMENT					
			<u>5,384.48</u>						
6728	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02591	1	NATIONALGYM SUPPLY - Purchase	833.75	5-01-20-098-259	Budget		214	1	
				C/S-AQUATIC & FITNESS MINOR APPARATUS					
6729	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02592	1	NJMCV CARDIFF - Purchase	120.00	5-01-20-285-259	Budget		215	1	
				FLEET OPERATIONS MINOR APPARATUS					
6730	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02593	1	NORTHEAST BATTERY - Purchase	1,957.02	5-01-20-285-259	Budget		216	1	
				FLEET OPERATIONS MINOR APPARATUS					
6731	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02594	1	NATIONALSAFETYCOMPL - Purchase	374.15	5-01-20-025-259	Budget		217	1	
				HUMAN RESOURCES - MINOR APPARATUS					
6732	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02595	1	OLD DOMINION BRUSH CO - Purcha	1,132.53	5-01-20-285-259	Budget		218	1	
				FLEET OPERATIONS MINOR APPARATUS					
6733	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02596	1	ORCHARDS HYDRAULIC SER - Purch	2,674.49	5-01-20-285-259	Budget		219	1	
				FLEET OPERATIONS MINOR APPARATUS					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
6733		BANK OF AMERICA							
		Continued							
15-02596	2	ORCHARDS HYDRAULIC SER - Purch	2,000.00	5-01-20-285-259	Budget		220		1
				FLEET OPERATIONS MINOR APPARATUS					
15-02596	3	ORCHARDS HYDRAULIC SER - Purch	744.91	5-01-20-285-259	Budget		221		1
				FLEET OPERATIONS MINOR APPARATUS					
15-02596	4	ORCHARDS HYDRAULIC SER - Purch	3,897.33	5-01-20-285-259	Budget		222		1
				FLEET OPERATIONS MINOR APPARATUS					
			<u>9,316.73</u>						
6734	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02597	1	PEMBERTON ELECTRICAL SUPP - E1	161.45	5-01-20-280-259	Budget		223		1
				FIELD OPERATIONS MINOR APPARATUS					
15-02597	2	PEMBERTON ELECTRICAL SUPP - E1	295.48	5-01-20-280-259	Budget		224		1
				FIELD OPERATIONS MINOR APPARATUS					
15-02597	3	PEMBERTON ELECTRICAL SUPP - Fu	95.00	5-01-20-265-259	Budget		225		1
				FACILITIES MANAGEMENT MINOR APPARATUS					
15-02597	4	PEMBERTON ELECTRICAL SUPP - Pa	161.34	5-01-20-265-259	Budget		226		1
				FACILITIES MANAGEMENT MINOR APPARATUS					
			<u>713.27</u>						
6735	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02598	1	POS SUPPLY SOLUTIONS - Purchas	127.91	5-01-20-640-249	Budget		227		1
				FINANCIAL MGMT/TAX COLLECTION-OFC SUPP					
6736	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02599	1	PROLIFT OF N J INC - Purchase	1,157.06	5-01-20-285-259	Budget		228		1
				FLEET OPERATIONS MINOR APPARATUS					
15-02599	2	PROLIFT OF N J INC - Purchase	700.00	5-01-20-285-259	Budget		229		1
				FLEET OPERATIONS MINOR APPARATUS					
			<u>1,857.06</u>						
6737	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02600	1	RODIO TRACTOR SALES INC - Purc	66.33	5-01-20-285-255	Budget		230		1
				FLEET OPERATIONS SMALL ENGINES					
6738	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02601	1	SAMS INTERNET - Purchase	709.59	T-12-56-173-033	Budget		231		1
				RECREATION TRUST PROGRAMS					
15-02601	2	SAMS INTERNET - Purchase	39.74	T-12-56-173-033	Budget		232		1
				RECREATION TRUST PROGRAMS					
			<u>749.33</u>						
6739	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02602	1	SCHOPPY'S SINCE 1921 - Purchas	90.95	5-01-20-650-221	Budget		233		1
				FINANCIAL MGMT/REV COLLECTION-ADV&PROMO					
6740	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02603	1	SEALMASTER - Purchase	3,257.84	C-04-55-294-303	Budget		234		1
				18TH STREET TENNIS/PICKEL BALL COURTS					
6741	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02604	1	SEETON TURF MLNJ - Chemicals (528.00	5-01-20-265-268	Budget		235		1
				FACILITIES MANAGEMENT GOUNDS KEEPING					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
6742	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02605	1	SHERWIN WILLIAMS #3760 - Paint	199.69	5-01-20-265-268	Budget		236 1
				FACILITIES MANAGEMENT GOUNDS KEEPING			
15-02605	2	SHERWIN WILLIAMS #5015 - Paint	45.75	5-01-20-265-268	Budget		237 1
				FACILITIES MANAGEMENT GOUNDS KEEPING			
15-02605	3	SHERWIN WILLIAMS #5015 - Paint	80.39	5-01-20-265-268	Budget		238 1
				FACILITIES MANAGEMENT GOUNDS KEEPING			
			<u>325.83</u>				
6743	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02606	1	SHOEMAKER LUMBER CO INC - Purc	22.79	5-01-25-730-259	Budget		239 1
				PS/LIFEGUARDS-MINOR APPARATUS			
15-02606	2	SHOEMAKER LUMBER CO INC - Hard	49.45	5-01-20-265-268	Budget		240 1
				FACILITIES MANAGEMENT GOUNDS KEEPING			
15-02606	3	SHOEMAKER LUMBER CO INC - Hard	20.98	5-01-20-265-268	Budget		241 1
				FACILITIES MANAGEMENT GOUNDS KEEPING			
15-02606	4	SHOEMAKER LUMBER CO INC - Keep	8.94	5-01-20-265-268	Budget		242 1
				FACILITIES MANAGEMENT GOUNDS KEEPING			
15-02606	5	SHOEMAKER LUMBER CO INC - Yell	188.50	5-01-20-265-268	Budget		243 1
				FACILITIES MANAGEMENT GOUNDS KEEPING			
			<u>290.66</u>				
6744	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02607	1	SHOPRITE MARMORA S1 - Purchase	20.98	T-12-56-173-033	Budget		244 1
				RECREATION TRUST PROGRAMS			
15-02607	2	SHOPRITE MARMORA S1 - Purchase	19.99	T-12-56-173-034	Budget		245 1
				REC. TRUST - SPECIAL EVENTS/RECREATION			
15-02607	3	SHOPRITE MARMORA S1 - Purchase	5.78	T-12-56-173-034	Budget		246 1
				REC. TRUST - SPECIAL EVENTS/RECREATION			
			<u>46.75</u>				
6745	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02608	1	SMARTSIGN - Purchase	144.00	5-01-20-625-249	Budget		247 1
				FINANCIAL MGMT/CITY WIDE OFC SUPPLIES			
6746	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02609	1	SOUND UNIFORM GROUP LLC - Purc	239.20	5-01-25-740-243	Budget		248 1
				PS/POLICE-UNIFORMS			
6747	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02610	1	SPORTSMITH - Purchase	1,307.22	5-01-20-098-265	Budget		249 1
				C/S-AQUATIC & FITNESS EQUIPMENT OUTLAY			
6748	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02611	1	SPORT HYUNDAI DODGE - Purchase	16.50	5-01-20-285-259	Budget		250 1
				FLEET OPERATIONS MINOR APPARATUS			
15-02611	2	SPORT HYUNDAI DODGE - Purchase	564.00	5-01-20-285-259	Budget		251 1
				FLEET OPERATIONS MINOR APPARATUS			
15-02611	3	SPORT HYUNDAI DODGE - Purchase	177.07	5-01-20-285-259	Budget		252 1
				FLEET OPERATIONS MINOR APPARATUS			
15-02611	4	SPORT HYUNDAI DODGE - Purchase	127.33	5-01-20-285-259	Budget		253 1
				FLEET OPERATIONS MINOR APPARATUS			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
6748		BANK OF AMERICA							
		Continued							
15-02611	5	SPORT HYUNDAI DODGE - Purchase	46.27	5-01-20-285-259	Budget		254		1
				FLEET OPERATIONS MINOR APPARATUS					
			<u>931.17</u>						
6749	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02612	1	STAPLS7142025037000001 - Purch	66.02	5-01-20-090-249	Budget		255		1
				C/S-PUBLIC RELATIONS OFFICE SUPPLIES					
15-02612	2	STAPLS0138162829000001 - Purch	55.53	5-01-20-230-249	Budget		256		1
				MUNICIPAL CODE, LIC & PZ OFFICE SUPPLIES					
15-02612	3	STAPLS7142157523000001 - Purch	99.95	5-01-25-770-249	Budget		257		1
				PS/FIRE-OFFICE SUPPLIES					
15-02612	4	STAPLS7142157523000002 - Purch	31.50	5-01-25-770-249	Budget		258		1
				PS/FIRE-OFFICE SUPPLIES					
15-02612	5	STAPLS7142157523000003 - Purch	63.98	5-01-25-770-249	Budget		259		1
				PS/FIRE-OFFICE SUPPLIES					
15-02612	6	STAPLS7142157523000004 - Purch	35.99	5-01-25-770-249	Budget		260		1
				PS/FIRE-OFFICE SUPPLIES					
15-02612	7	STAPLS7142421824000001 - Purch	54.89	5-01-20-090-249	Budget		261		1
				C/S-PUBLIC RELATIONS OFFICE SUPPLIES					
15-02612	8	STAPLS7143126712000001 - Purch	50.04	5-01-20-090-249	Budget		262		1
				C/S-PUBLIC RELATIONS OFFICE SUPPLIES					
15-02612	9	STAPLS7143455354000001 - Purch	452.16	5-01-20-650-249	Budget		263		1
				FINANCIAL MGMT/REV COLLECTION-OFC SUPP					
15-02612	10	STAPLS7143455354000002 - Purch	52.79	5-01-20-650-249	Budget		264		1
				FINANCIAL MGMT/REV COLLECTION-OFC SUPP					
15-02612	11	STAPLS0137638012000001 - Purch	399.90	5-01-20-220-259	Budget		265		1
				ENGINEERING MINOR APPARATUS					
			<u>1,362.75</u>						
6750	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02613	1	STAPLES 00115725 - Purch	40.98	5-01-20-101-249	Budget		266		1
				C/S- MUSIC PIER OPERATIONS OFF SUPPLIES					
15-02613	2	STAPLES 00115725 - Purch	69.98	5-01-25-730-249	Budget		268		1
				PS/LIFEGUARDS-OFFICE SUPPLIES					
15-02613	3	STAPLES 00115725 - Purch	128.96	5-01-20-046-249	Budget		267		1
				ADMIN/INFO TECHNOLOGY-OFFICE SUPPLIES					
			<u>239.92</u>						
6751	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02614	1	STREAMHOSTER COM - Purchase	30.00	5-01-20-040-211	Budget		269		1
				ADMIN/EMERGENCY MGMT-PROF. SERVICES					
6752	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02615	1	STRONG POLES - Skate Park Cam	1,655.17	C-04-55-294-601	Budget		270		1
				COMMUNICATIONS UPGRADES					
6753	10/18/15	BOAPCARD BANK OF AMERICA							3634
15-02616	1	SUBURBAN OFFICE EQUIPTMEN - Pu	108.50	5-01-20-099-266	Budget		271		1
				C/S-RECREATIONAL PROGRAMS GOLF COURSE					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
6754	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02617	1	SUPERFRESH #70477 - Purchase	52.72	5-01-25-730-265 PS/LIFEGUARDS-EQUIP OUTLAY	Budget		272 1
6755	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02618	1	TACKLEDIRECT.COM - Purchase	4.50	5-01-25-720-253 PS/RESCUE SERVICES-MED SUPPLIES	Budget		273 1
6756	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02619	1	UPS 000000F132E8375 - Purchase	9.37	5-01-20-220-249 ENGINEERING OFFICE SUPPLIES	Budget		274 1
15-02619	2	UPS 000000F132E8365 - Purchase	32.43	G-02-40-181-210 COMMUNITY DEVE. BLOCK: ADMIN -14/15	Budget		275 1
15-02619	3	UPS 000000F132E8375 - Purchase	4.73	G-02-40-181-210 COMMUNITY DEVE. BLOCK: ADMIN -14/15	Budget		276 1
15-02619	4	UPS 000000F132E8385 - Purchase	56.11	G-02-40-181-210 COMMUNITY DEVE. BLOCK: ADMIN -14/15	Budget		277 1
			<u>102.64</u>				
6757	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02620	1	VCI EMERGENCY VEHICLE SPE - Pu	1,388.85	5-01-25-770-233 PS/FIRE-EQUIPMENT MAINT & REP	Budget		278 1
15-02620	2	VCI EMERGENCY VEHICLE SPE - Pu	2,201.50	C-04-55-285-801 REHAB OF TWO AMBULANCES	Budget		279 1
			<u>3,590.35</u>				
6758	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02621	1	VOIP NETWORKS - Purchase	1,315.00	5-01-20-020-231 TELEPHONE MAINTENANCE & REPAIR	Budget		280 1
15-02621	2	VOIP NETWORKS - Purchase	120.00	5-01-20-020-231 TELEPHONE MAINTENANCE & REPAIR	Budget		281 1
			<u>1,195.00</u>				
6759	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02622	1	WALLACE SVSTR HARDWARE - Purch	255.76	5-01-20-270-259 ENVIRONMENTAL OPERATIONS MINOR APPARATUS	Budget		282 1
15-02622	2	WALLACE SVSTR HARDWARE - Purch	93.43	5-01-20-270-259 ENVIRONMENTAL OPERATIONS MINOR APPARATUS	Budget		283 1
15-02622	3	WALLACE SVSTR HARDWARE - Tools	65.96	5-01-20-265-259 FACILITIES MANAGEMENT MINOR APPARATUS	Budget		284 1
15-02622	4	WALLACE SVSTR HARDWARE - Hand	83.47	5-01-20-265-268 FACILITIES MANAGEMENT GOUNDS KEEPING	Budget		285 1
15-02622	5	WALLACE SVSTR HARDWARE - Pad l	68.94	5-01-20-265-268 FACILITIES MANAGEMENT GOUNDS KEEPING	Budget		286 1
			<u>567.56</u>				
6760	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02623	1	WB MASON - Credit	5.16	5-01-20-610-249 FINANCIAL MGMT/ACCOUNTING-OFF SUPPLIES	Budget		287 1
15-02623	2	WB MASON - Credit	11.49	5-01-20-610-249 FINANCIAL MGMT/ACCOUNTING-OFF SUPPLIES	Budget		288 1
15-02623	3	WB MASON - Credit	10.60	5-01-25-770-249 PS/FIRE-OFFICE SUPPLIES	Budget		289 1

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
6760		BANK OF AMERICA							Continued
15-02623	4	WB MASON - Credit	4.31	5-01-20-410-249	Budget		290	1	
				STATUTORY/CITY CLERK-OFFICE SUPPLIES					
15-02623	5	WB MASON - Purchase	48.88	5-01-20-610-249	Budget		291	1	
				FINANCIAL MGMT/ACCOUNTING-OFF SUPPLIES					
15-02623	6	WB MASON - Purchase	10.60	5-01-25-770-249	Budget		292	1	
				PS/FIRE-OFFICE SUPPLIES					
15-02623	7	WB MASON - Purchase	65.24	5-01-25-770-249	Budget		293	1	
				PS/FIRE-OFFICE SUPPLIES					
15-02623	8	WB MASON - Purchase	114.92	5-01-20-650-249	Budget		294	1	
				FINANCIAL MGMT/REV COLLECTION-OFC SUPP					
15-02623	9	WB MASON - Purchase	393.10	5-01-20-640-249	Budget		295	1	
				FINANCIAL MGMT/TAX COLLECTION-OFC SUPP					
15-02623	10	WB MASON - Purchase	212.35	5-01-20-025-249	Budget		296	1	
				HUMAN RESOURCES - OFFICE SUPPLIES					
15-02623	11	WB MASON - Purchase	507.85	5-01-20-510-249	Budget		297	1	
				STATUTORY/MUNICIPAL COURT - OFFICE SUPPL					
15-02623	12	WB MASON - Purchase	251.00	5-01-25-740-249	Budget		298	1	
				PS/POLICE-OFFICE SUPPLIES					
15-02623	13	WB MASON - Purchase	889.75	5-01-20-035-249	Budget		299	1	
				PURCHASING - OFFICE SUPPLIES					
15-02623	14	WB MASON - Purchase	198.45	5-01-20-220-249	Budget		300	1	
				ENGINEERING OFFICE SUPPLIES					
15-02623	15	WB MASON - Purchase	246.66	5-01-20-230-249	Budget		301	1	
				MUNICIPAL CODE, LIC & PZ OFFICE SUPPLIES					
15-02623	16	WB MASON - Purchase	230.88	5-01-20-510-249	Budget		302	1	
				STATUTORY/MUNICIPAL COURT - OFFICE SUPPL					
15-02623	17	WB MASON - Purchase	199.08	5-01-20-230-249	Budget		303	1	
				MUNICIPAL CODE, LIC & PZ OFFICE SUPPLIES					
15-02623	18	WB MASON - Purchase	8.10	5-01-20-510-249	Budget		304	1	
				STATUTORY/MUNICIPAL COURT - OFFICE SUPPL					
15-02623	19	WB MASON - Purchase	39.98	5-01-20-230-249	Budget		305	1	
				MUNICIPAL CODE, LIC & PZ OFFICE SUPPLIES					
15-02623	20	WB MASON - Purchase	279.41	5-01-20-098-249	Budget		306	1	
				C/S-AQUATIC & FITNESS OFFICE SUPPLIES					
15-02623	21	WB MASON - Purchase	115.64	5-01-20-510-249	Budget		307	1	
				STATUTORY/MUNICIPAL COURT - OFFICE SUPPL					
15-02623	22	WB MASON - Purchase	35.37	5-01-25-740-249	Budget		308	1	
				PS/POLICE-OFFICE SUPPLIES					
15-02623	23	WB MASON - Purchase	213.16	5-01-20-630-249	Budget		309	1	
				FINANCIAL MGMT/TAX ASSESSMT-OFC SUPP					
15-02623	24	WB MASON - Purchase	729.59	5-01-20-035-249	Budget		310	1	
				PURCHASING - OFFICE SUPPLIES					
15-02623	25	WB MASON - Purchase	77.89	5-01-20-090-249	Budget		311	1	
				C/S-PUBLIC RELATIONS OFFICE SUPPLIES					
15-02623	26	WB MASON - Purchase	240.01	5-01-20-510-249	Budget		312	1	
				STATUTORY/MUNICIPAL COURT - OFFICE SUPPL					
15-02623	27	WB MASON - Purchase	135.34	5-01-20-410-249	Budget		313	1	
				STATUTORY/CITY CLERK-OFFICE SUPPLIES					
15-02623	28	WB MASON - Purchase	8.89	5-01-20-410-249	Budget		314	1	
				STATUTORY/CITY CLERK-OFFICE SUPPLIES					
15-02623	29	WB MASON - Purchase	58.05	5-01-20-630-249	Budget		315	1	
				FINANCIAL MGMT/TAX ASSESSMT-OFC SUPP					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PG #	Item	Description					Ref Seq Acct
6760		BANK OF AMERICA					
		Continued					
15-02623	30	WB MASON - Purchase	891.20	5-01-20-230-249	Budget		316 1
				MUNICIPAL CODE, LIC & PZ OFFICE SUPPLIES			
15-02623	31	WB MASON - Purchase	139.24	T-12-56-171-012	Budget		317 1
				RESERVE FOR DOG LIC-EXPEND.			
			<u>6,309.07</u>				
6761	10/18/15	BOAPCARD BANK OF AMERICA					3634
15-02624	1	WEST MARINE #106 - Purchase	6.70	5-01-25-730-259	Budget		318 1
				PS/LIFEGUARDS-MINOR APPARATUS			

Report Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:		80	0	92,968.99	0.00
Direct Deposit:		0	0	0.00	0.00
Total:		<u>80</u>	<u>0</u>	<u>92,968.99</u>	<u>0.00</u>

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	5-01	76,578.71	0.00	0.00	76,578.71
	5-13	224.62	0.00	0.00	224.62
Year Total:		<u>76,803.33</u>	<u>0.00</u>	<u>0.00</u>	<u>76,803.33</u>
	C-04	12,073.16	0.00	0.00	12,073.16
	G-02	324.22	0.00	0.00	324.22
	T-12	3,768.28	0.00	0.00	3,768.28
Total of All Funds:		<u>92,968.99</u>	<u>0.00</u>	<u>0.00</u>	<u>92,968.99</u>

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

#15

ENDORISING A TREATMENT WORKS APPROVAL PERMIT APPLICATION
FOR THE GARDENS PARKWAY LIFT STATION REPLACEMENT

WHEREAS, New Jersey American Water has a wastewater lift station on West Atlantic Boulevard, located on West Atlantic Boulevard to the west of the intersection with Gardens Parkway; and

WHEREAS, the said wastewater lift station was constructed in the 1960's and requires reconstruction; and

WHEREAS, is proposing to reconstruct a new duplex submersible lift station immediately adjacent to the existing station, and to then remove the existing station ; and

WHEREAS, to accomplish this reconstruction, New Jersey American Water must first obtain a Treatment Works Approval Permit from the New Jersey Department of Environmental Protection ("NJDEP"); and

WHEREAS, to complete the said application, the NJDEP requires the endorsement of the project from the City of Ocean City, as well as from the Cape May County Utility Authority; and

WHEREAS, New Jersey American Water proposes to commence with construction of the new lift station in January, 2016; and

WHEREAS, New Jersey American Water has assured the City that it will notify residents immediately adjacent to the site prior to the commencement of any work on this project; and

WHEREAS, the proposed project will address existing deficiencies in the wastewater management system in the area and is in the best interests of the City of Ocean City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ocean City, County of Cape May and State of New Jersey endorses the project described above; and

AND BE IT FURTHER RESOLVED by the City Council of the City of Ocean City, County of Cape May and State of New Jersey that the Mayor and/or Business Administrator are hereby authorized to execute the applications, permits and other documentation necessary to evidence the endorsement of Ocean City of the project described above.

Keith P. Hartzell, Council President

Offered by Seconded by

The above resolution was duly adopted by the City Council of the City of Ocean City, New Jersey, at a meeting of said Council duly held on the day of 2015.

NAME	AYE	NAY	ABSENT	ABSTAINED
Bergman	_____	_____	_____	_____
DeVlieger	_____	_____	_____	_____
Guinness	_____	_____	_____	_____
Hartzell	_____	_____	_____	_____
Madden	_____	_____	_____	_____
McClellan	_____	_____	_____	_____

City Clerk

CITY OF OCEAN CITY
CAPE MAY COUNTY, NEW JERSEY
RESOLUTION

#16

**AUTHORIZING A CLOSED EXECUTIVE SESSION FOR
THE PURPOSE OF DISCUSSING LITIGATION IN THE
MATTER OF MCCRACKEN V. CITY OF OCEAN CITY, ET ALS**

WHEREAS, the Open Public Meetings Act provides for the closing of public meetings by way of Resolution under certain circumstances, as provided in that Act, and when the governing body determines that it is in the public interest to close said meeting; and

WHEREAS, the minutes of a closed session can and shall be made available to the public for inspection either upon finalization of a settlement agreement resolving the issues or, if the case does not settle, when the litigation is complete and the applicable appeal period as expired.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ocean City, County of Cape May, New Jersey that this meeting shall be closed for the purposes of discussing the above mentioned title.

Keith P. Hartzell
Council President

Offered by Seconded by

The above resolution was duly adopted by the City Council of the City of Ocean City, New Jersey, at a meeting of said Council duly held on the day of 2015.

NAME	AYE	NAY	ABSENT	ABSTAINED
Bergman	_____	_____	_____	_____
DeVlieger	_____	_____	_____	_____
Guinosso	_____	_____	_____	_____
Hartzell	_____	_____	_____	_____
Madden	_____	_____	_____	_____
McClellan	_____	_____	_____	_____

.....
City Clerk