

**AGENDA**

7:30 p.m. Wednesday, February 6, 2013

Call to order

Salute to the flag

Open Public Meetings Statement

Roll Call

Changes to the Agenda

Approval of the regular minutes from January 23, 2013.

Public portion on agenda items only (time limit of five (5) minutes per person, per public portion)

**DEPARTMENT OF ADMINISTRATION**

**DIRECTOR DAMMINGER  
DEPUTY DIRECTOR CHILA**

**A-1 RESOLUTION AUTHORIZING 2012 APPROPRIATION RESERVE BUDGET TRANSFERS.** This Resolution allows the transfer of funds from one department to another or from salaries and wages to other expenses where needed.

**A-2 RESOLUTION AUTHORIZING A CONTRACT WITH CIVIL SOLUTIONS, A DIVISION OF ARH, FOR THE PROVISION OF ENGINEERING SERVICES FOR TAX MAP MAINTENANCE AND UPDATES FOR A PERIOD OF ONE YEAR FROM THE DATE OF THE AWARD OF THE CONTRACT, FOR AN AMOUNT NOT TO EXCEED \$415,200.00.** Resolution authorizing a contract with Civil Solutions – A Division of Adams, Rehman and Heggan Associates, for the provision of engineering services for tax map maintenance and updates for all 24 taxing districts within the County as per RFP-13-016, for a period of one year from the date of the award of the contract for an amount not to exceed \$415,200.00.

**A-3 RESOLUTION AUTHORIZING THE PURCHASE OF OFFICE SUPPLIES FROM STAPLES THROUGH THE STATE OF NEW JERSEY “WESTERN STATES CONTRACTING ALLIANCE” (WSCA) CONTRACT #A77249 FOR AN AMOUNT NOT TO EXCEED \$80,000.00 FROM FEBRUARY 6, 2013 TO FEBRUARY 5, 2014.** Resolution authorizing the purchase of office supplies and equipment for the County from Staples, located at 125 Mushroom Blvd., Rochester, NY 14623, through State Contract #A77249, from February 6, 2013 to February 5, 2014 for an amount not to exceed \$80,000.00.

**A-4 RESOLUTION AUTHORIZING THE PURCHASE OF OFFICE SUPPLIES FROM OFFICE DEPOT, THROUGH STATE OF FLORIDA TERM CONTRACT #618-000-11-1 FOR AN AMOUNT NOT TO EXCEED \$20,000.00 FROM FEBRUARY 6, 2013 TO FEBRUARY 5, 2014.** Resolution authorizing the purchase of office supplies and equipment for the County from Office Depot, located at 6600 North Military Trail, Boca Raton, Florida 33496, through State of Florida Term Contract No 618-000-11-1 from February 6, 2013 to February 5, 2014 for an amount not to exceed \$20,000.00.

**A-5 RESOLUTION AUTHORIZING THE PURCHASE OF HEWLETT PACKARD PRODUCTS THROUGH STATE OF NEW JERSEY “WESTERN STATES CONTRACTING ALLIANCE” (WSCA) CONTRACT #A70262 FOR AN AMOUNT NOT TO EXCEED \$150,000.00 FROM JANUARY 1, 2013 TO DECEMBER 31, 2013.** State contract purchase done annually for computer related equipment to include personal computers/laptops/servers, software, printers, scanners, telephone equipment to include switches that may be needed for county buildings and GIS software. State contract #A70262 for Hewlett Packard for the purchase of printers/scanners and related items for all county departments approved for purchases in an amount not to exceed \$150,000.00 from January 1, 2013 to December 31, 2013.

**DEPARTMENT OF PUBLIC SAFETY,  
VETERANS AFFAIRS & ELECTIONS**

**DEPUTY DIRECTOR CHILA  
FREEHOLDER TALIAFERRO**

**DEPARTMENT OF ECONOMIC  
DEVELOPMENT & PUBLIC WORKS**

**FREEHOLDER SIMMONS  
FREEHOLDER BARNES**

**C-1 RESOLUTION AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH THE NEW JERSEY DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT, TO INCREASE THE TOTAL CONTRACT AMOUNT BY \$3,210.00.** The New Jersey Department of Labor and Workforce Development forwarded the County of Gloucester an additional \$3,210.00 in the form of Supplemental Workforce Development Benefits (SmartSTEPS) Program Funds. The original contract was passed by

resolution on November 7, 2012 in the amount of \$3,623,984.00. These funds are to be used to allow a maximum of four (4) eligible TANF participants the opportunity to enroll in College, thus enhancing their marketability. These dollars are to be fully expended by June 30, 2013. The total funding for our County in PY 2012 is \$3,647,194.00. These monies will allow the County to serve eligible County residents in the arena of employment and training. As additional monies are received, this contract will be modified. This contract formally accepts these monies into the County.

**C-2 RESOLUTION REVISING THE COMMUNITY DEVELOPMENT FFY'S 2009-2012 ANNUAL ACTION PLAN AND APPROVING A CHANGE IN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ACTIVITIES FROM DEFUNDING THE ECONOMIC DEVELOPMENT REVOLVING LOAN PROGRAM IN FFY'S 2009-2012 AND USING THE CARRYOVER FUNDS TO FUNDING PUBLIC FACILITIES' PROJECTS.** The Department of Economic Development is requesting a Resolution revising the Community Development FFY's 2009-2013 Annual Action Plan and approving a change in CDBG Activities from defunding the Economic Development Revolving Loan Program in FFY's 2009-2012 and using the carry over funds to funding Public Facilities Project. In accordance with the FFY's 2009-2012 Community Development Block Grant awarded, the Revolving Loan Program was approved for CDBG funding by the County for eligible activities. The County and the Department of Economic Development believe it would be in the best interest to utilize the FY2012 funds and carry over funds toward the infrastructure and improvements of public facilities and the removal of architectural barriers within the County. The municipal projects prioritized in the prior 2 years' competitive application process will be funded to provide public facilities improvements including street improvements, flood drainage/storm water improvements, installation of traffic signal for pedestrian safety, the removal of slum and blight through clearance and demolition, and the removal of architectural barriers for handicapped residents in the County's eligible census tracts/block groups.

**C-3 RESOLUTION AUTHORIZING A MUNICIPAL AGREEMENT WITH WASHINGTON TOWNSHIP FOR A PUBLIC FACILITIES' PROJECT USING COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FROM FEBRUARY 6, 2013 TO FEBRUARY 5, 2014 IN THE TOTAL AMOUNT OF \$117,209.60.** Resolution authorizing a Municipal Agreement with Washington Township to spend 2012 CDBG Allocated funds. Agreement is for Roadway Improvements along Hyannis Avenue from Barnsboro Road to Harvard Avenue in Washington Township. The existing roadway along Hyannis Avenue is in need of reconstruction. The existing roadway is deteriorating with numerous areas of failure such as potholes. The roadway will be milled and reconstructed. This project will improve the infrastructure and accessibility of the residents within the census block group in the amount of \$117,209.60 from February 6, 2013 to February 5, 2014.

**C-4 RESOLUTION AUTHORIZING TEN MUNICIPAL AGREEMENTS FOR PUBLIC FACILITIES' PROJECTS USING PRIOR YEARS' RE-PROGRAMMED COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FROM FEBRUARY 6, 2013 TO FEBRUARY 5, 2014**

<u>SUBRECIPIENT</u>	<u>TOTAL CONTRACT AMOUNT</u>
BOROUGH OF CLAYTON	\$ 44,258.00
BOROUGH OF GLASSBORO	\$ 16,285.00
BOROUGH OF SWEDESBORO	\$ 45,000.00
CITY OF WOODBURY	\$ 50,000.00
BOROUGH OF WESTVILLE	\$ 50,000.00
BOROUGH OF PAULSBORO	\$ 45,000.00
BOROUGH OF NATIONAL PARK	\$ 45,000.00
BOROUGH OF PITMAN	\$ 50,000.00
TOWNSHIP OF GREENWICH	\$ 50,000.00
TOWNSHIP OF MANTUA	\$165,000.00

The Department of Economic Development's, Division of Housing and Community Development is requesting the execution of Ten Municipal Agreements for Public Facilities Projects using Prior Years' Re-programmed Community Development Block Grant Funds from February 6, 2013 to February 5, 2014.

- **Clayton** Agreement is for flood drainage improvements and road reconstruction at N. New Street and N. Dennis Drive.
- **Glassboro** Agreement is for reconstruction of Washington Avenue from S. Academy to Jones Street.
- **National Park** Agreement is for concrete curb, concrete sidewalk and paving improvements to St. Johns Walk from Hessian Avenue to Wesley Avenue and intersections with Pitman, Cookman and Asbury Avenues.
- **Paulsboro** Agreement is for renovations to Paulsboro's Senior Center. The facility is available to all senior citizens in Paulsboro.
- **Pitman** Agreement is for Storm Drainage Improvement to 8<sup>th</sup> and 9<sup>th</sup> Avenue.
- **Swedesboro** Agreement is for ADA curb cuts at Second Street, Franklin Street and Lakeview Drive.
- **Westville** Agreement is to replace traffic signal at Broadway and Olive Street to current DOT and County Specifications for pedestrian safety.
- **Woodbury** Agreement is for Improvements to Storm Sewer between Progress and Dickerson.
- **Greenwich** Agreement is for Barrier Free ADA Improvements to the restrooms at the Municipal Athletic field.
- **Mantua** Agreement is for demolition of 5 blighted and deteriorated structures located on a brownsfields redevelopment site known as the old Struthers Dunn, Inc., manufacturing facility.

**C-5 RESOLUTION AUTHORIZING CHANGE ORDER DECREASE #02-FINAL WITH ZONE STRIPING, INC. IN THE AMOUNT OF -\$11,804.68 REGARDING ENGINEERING PROJECT 10-01FA.** The Resolution will authorize a Contract Change Order Decrease #02-Final with Zone Striping, Inc. an address of P.O. Box 568, Glassboro, NJ 08028 for final quantities to reflect work, in the amount of -\$11,804.68, in association with the project "Gloucester County Roadway Safety Project in Various Municipalities throughout Gloucester County, New Jersey." This Project entailed the construction of raised pavement markers, flexible delineators, guide rail replacement (including removal of old guide rail end sections and construction of current compliant end section, removal and reinstallation of guide rail to meet current material standards), traffic stripes (long life, epoxy resin) for edge lines, centerline, lane lines, etc. on various County roadways. Traffic markings, lines and symbols were constructed, as well as removal of traffic stripes and markings. All items in this contract are "if and where directed" items. This project is 100 % Federally funded, Federal Project No. STP-COOS (043), Engineering Project #10-01FA.

**C-6 RESOLUTION AUTHORIZING A CHANGE ORDER #01-INCREASE WITH JPC GROUP, INC. IN THE AMOUNT OF \$42,695.58, REGARDING ENGINEERING PROJECT #12-10.** The Resolution will authorize Contract Change Order #01-Increase with JPC Group, Inc. with (hereinafter "JPC") an address of 228 Blackwood-Barnsboro Road, Blackwood, NJ 08012 for the Emergency Project "Hurricane Sandy Storm Damage Repairs", (hereinafter the "Project") in the amount not to exceed \$42,695.58, for Hurricane Sandy Emergency damage repairs to levees. The Project authorization followed emergency procurement procedures through the County's Purchasing, Engineering and Legal Departments. The Project is anticipated to be a 75% FEMA eligible reimbursable project. The Project is expected to be reimbursable per the State and Federal disaster declarations.

**C-7 RESOLUTION AUTHORIZING CHANGE ORDER #01 WITH BUD CONCRETE, INC. IN THE AMOUNT OF \$0.00.** The Resolution will approve and authorize Contract Change Order #01 with Bud Concrete, Inc., with an address at 133 Sewell Road, Sewell, New Jersey, for the increases in items #5, 10 and 11, costs were offset by using funds available in items #4 and 9, in association with the project "Miscellaneous Concrete Replacement and Pedestrian Facilities Upgrade Project, Various Locations, Gloucester County," in the amount of \$130,000.00, Public Works Project #12-08 (hereinafter the "Project"). Increases were off-set by decreases resulting in a zero dollar amount change order. The Project entailed upgrading of pedestrian facilities throughout the County, as well as miscellaneous concrete repairs along various sections of County Roads. This project is 100% County Funded. Resolution being required because of the need to assign costs appropriately to each item of the contract.

**C-8 RESOLUTION AUTHORIZING A CONTRACT WITH TTI ENVIRONMENTAL, INC. FOR THE REMOVAL AND INSTALLATION OF UNDERGROUND GASOLINE STORAGE TANKS FROM THE MANTUA YARD AND CLAYTON YARD IN AN AMOUNT NOT TO EXCEED \$369,650.00 FROM FEBRUARY 6, 2013 TO FEBRUARY 5, 2014 PER PD #013-001.** Resolution authorizing a contract with TTI Environmental, Inc. with offices at 1253 North Church Street, Moorestown, NJ 08057 for the removal of old underground gasoline storage tanks at Mantua Yard and Clayton Yard; and the installation of new gasoline storage tanks, which contract amount including all costs of labor and materials for shall be for an amount not to exceed \$369,650.00 from February 6, 2013 to February 5, 2014.

**C-9 RESOLUTION AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH RIGGINS, INC. PER THE STATE OF NEW JERSEY DEPARTMENT OF THE TREASURY, DIVISION OF PURCHASE AND PROPERTY PROCUREMENT BUREAU AS THE JOURNAL OF COMMERCE (JOC) WAS PURCHASED BY OIL PRICE INFORMATION SERVICE (OPIS).** Resolution authorizing an amendment to the contract with Riggins, Inc. PD-10-041 effective January 1, 2013, as per letter dated January 11, 2013 from the State of New Jersey, Department of the Treasury, Division of Purchase and Property Procurement Bureau, as the Journal Of Commerce (JOC) was purchased by Oil Price Information Service (OPIS) affecting Term Contracts T-0083, Gasoline and T-1845, Ultra low Sulfur Diesel. This sets a formula to calculate the price paid by the County for gasoline and diesel fuel.

**DEPARTMENT OF HEALTH &  
EDUCATION**

**FREEHOLDER BARNES  
FREEHOLDER SIMMONS**

**D-1 RESOLUTION AUTHORIZING AGREEMENTS WITH THE TOWNSHIP OF DEPTFORD, ELK/FRANKLIN TOWNSHIP, MANTUA/HARRISON TOWNSHIP, MONROE TOWNSHIP, WASHINGTON TOWNSHIP, AND WEST DEPTFORD TOWNSHIP FOR THE PROVISION OF THE MUNICIPAL ALLIANCE DRUG AND ALCOHOL PREVENTION SERVICES FROM JANUARY 1, 2013 TO DECEMBER 31, 2013.** The 2013 Municipal Alliance Prevention Plan/Grant is an annual direct service grant involving 24 municipalities for the expresses purpose of community prevention/education regarding alcoholism and drug abuse. This resolution is authorizing agreements, from January 1, 2013 to December 31, 2013, to Township of Deptford, for a total contract amount of \$22,044.00; Elk/Franklin Township, for a total contract amount of \$20,364.00; Mantua/Harrison Township, for a total contract amount of \$17,977.00; Monroe Township, for a total contract amount of \$23,460.00; Washington Township, for a total contract amount of \$31,880.00; and West Deptford Township, for a total contract amount of \$17,920.00.

**D-2 RESOLUTION AUTHORIZING CONTRACTS WITH THE FOLLOWING ENTITIES FROM JANUARY 1, 2013 TO DECEMBER 31, 2013:**

<u>ENTITY</u>	<u>MAXIMUM CONTRACT AMOUNT</u>
GLASSBORO HOUSING AUTHORITY	\$ 57,200.00;
VISITING NURSE AND HOSPICE SERVICES, INC.	\$ 70,100.00;
GUARDIAN PROGRAMS	\$ 28,700.00;
SOUTH JERSEY LEGAL SERVICES, INC.	\$ 11,040.00;
BOROUGH OF GLASSBORO	\$118,200.00;
GLoucester County College (2 CONTRACTS)	\$ 12,940.00.

Resolution authorizing the execution of Agreements, awarded as per RFP 12-040, for the provision of various programs for the seniors of the County from January 1, 2013 to December 31, 2013 as follows: Glassboro Housing Authority, for the provision of Housekeeping for GHA Residents Program (#036) for an amount not to exceed \$57,200.00 (Grant Funds \$57,100 (IIIB); Local Private Match \$0; Estimated Client Donations \$100); Visiting Nurse and Hospice Services Inc., for the provision of the Certified Home Health Aide Program (#072) for an amount not to exceed \$70,100.00 (Grant Funds \$56,000 (SSBG); Local Private Match \$14,000; Estimated Client Donations \$100); Guardian Programs for the provision of an Adult Day Care Program (#006) for an amount not to exceed \$28,700.00 (Grant Funds \$26,000(IIIB); Local Private Match \$2,600; Estimated Client Donations \$100); South Jersey Legal Services, Inc., for the provision of the Legal Services Program (#004) for an amount not to exceed \$11,040.00 (Grant Funds \$9,500 (IIIB); Local Private Match \$1,440; Estimated Client Donations \$100); Borough of Glassboro - Parks and Recreation, for the provision of the Assistance to Municipal Centers Program (#021) for an amount not to exceed \$118,200.00 (Grant Funds \$14,400(IIIB); Local Public Match \$103,700; Estimated Client Donations \$100); Gloucester County College, for the Friendly Visitor focusing on Reading and Writing Program (#081) for an amount not to exceed \$5,620.00 (Grant Funds \$2,500 (IIIB); Local Public Match \$3,020; Estimated Client Donations \$100); and Gloucester County College for the Assistance to RSVP Senior Corps/Community Service Corps Wellness Program (#034) for an amount not to exceed \$7,320.00 (Grant Funds \$4,300 (IIIB); Local Public Match \$2,920; Estimated Client Donations \$100) to the elderly on behalf of the Gloucester County Division of Senior Services. All contracts are contingent upon grant funding under the Area Plan Grant awarded by the State of New Jersey Department of Human Services Division of Aging Services.

**DEPARTMENT OF SOCIAL & HUMAN SERVICES****FREEHOLDER NESTORE  
DEPUTY DIRECTOR CHILA**

**E-1 RESOLUTION AUTHORIZING EXECUTION OF ALL DOCUMENTS PERTAINING TO THE TITLE XX SOCIAL SERVICES FOR THE HOMELESS 2013 GRANT CONTRACT AND ACCEPTANCE OF THE GRANT FUNDS IN AN AMOUNT NOT TO EXCEED \$29,331.00.** The NJ Department of Children, Division of Youth and Family Services has made available the amount of \$29,331.00 in Title XX funding for the prevention of homelessness for Gloucester County residents of limited income, and the disabled who are in need of one-time assistance with rent, mortgage or utility arrearages due to circumstances beyond the control of the household, and/or as a rental security deposit due to health or safety issues. A household may only receive assistance one time during this year.

**E-2 RESOLUTION AUTHORIZING APPLICATION AND AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FOR THE UNIVERSAL SERVICE FUND (USF) CWA ADMINISTRATION 2013 GRANT AND ACCEPTANCE OF THE AWARD FUNDS IN THE TOTAL AMOUNT OF \$6,969.00.** This resolution will authorize application for the Universal Service Fund-CWA Administration 2013 grant agreement #2013-05134-0043-00 for the period 07/01/2012-06/30/2013, and to accept the funds for this agreement in the amount of \$6,969.00. This program provides for various administration costs, including but not limited to: processing of all requests for LIHEAP check replacements generated through the State's FAMIS Computer System; response to client inquiries regarding LIHEAP and the Universal Service Fund; referral of clients to the local community based organization administering the USFHEA program when updates to the USFHEA database files are needed; provision of encoding of the FAMIS document of each applicant for a heating living arrangement; and, the review of the LIHEAP/USF non-select report for accuracy, and, if file documentation indicates the case was inappropriately "non-selected", to correct the FAMIS case prior to the first USF automatic processing run.

**E-3 RESOLUTION AUTHORIZING APPLICATION WITH THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FOR THE LOW INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP) CWA ADMINISTRATION 2013 GRANT AND ACCEPTANCE OF THE AWARD FUNDS IN THE TOTAL AMOUNT OF \$10,454.00.** This resolution will authorize application for the LIHEAP-CWA Administration 2013 grant agreement, #2013-05139-0170-00 for the period 10/01/2012-09/30/2013, and acceptance of the funds for this agreement in the amount of \$10,454.00. This program provides for various administration costs, including, but not limited to: processing of all requests for LIHEAP check replacements generated through the State's FAMIS Computer System; response to client inquiries regarding LIHEAP and the Universal Service Fund; referral of clients to the local community based organization administering the USFHEA program when updates to the database files are needed; provision of encoding of the FAMIS document of each applicant for a heating living arrangement; review of the LIHEAP/USF non-select report for accuracy and if file documentation indicates the case was inappropriately "non-selected", to correct the FAMIS case prior to the first USF automatic processing run.

**DEPARTMENT OF GOVERNMENT  
SERVICES**

**FREEHOLDER WALLACE  
FREEHOLDER SIMMONS**

**F-1 RESOLUTION AUTHORIZING THE PURCHASE OF COMPUTER SOFTWARE AND MAINTENANCE FROM SOFTWARE HOUSE INTERNATIONAL, CORP., THROUGH STATE CONTRACT #A77560 FOR AN AMOUNT NOT TO EXCEED \$50,000.00, FROM JANUARY 1, 2013 TO DECEMBER 31, 2013.** This resolution will authorize an open-ended contract for the period of one year with Software House International, Corp., which will allow the Gloucester County Prosecutor's Office to purchase computer software and maintenance for their Infoshare software through State Contract #A77560. This computer software is essential to the daily operations of the Gloucester County Prosecutor's Office.

**F-2 RESOLUTION AUTHORIZING A CONTRACT WITH BIMBO FOODS, INC., FOR FOOD DELIVERIES TO COUNTY DEPARTMENT OF CORRECTIONAL SERVICES FOR AN AMOUNT NOT TO EXCEED \$32,000.00 FROM JANUARY 1, 2013 TO DECEMBER 31, 2013.** This Resolution authorizes a contract with Bimbo Foods, Inc., for food deliveries to the County Department of Correctional Services, from January 1, 2013 to December 31, 2013 for an amount not to exceed \$32,000.00. This contract has been awarded under State Statute N.J.S.A. 40A:11-5e, as the purchase of perishable food is not subject to standard bid laws.

**DEPARTMENT OF PARKS & LAND  
PRESERVATION**

**FREEHOLDER TALIAFERRO  
FREEHOLDER BARNES**

**G-1 RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN THE COUNTY AND CLAYTON FOR THE PROVISION OF LANDSCAPE DESIGN SERVICES.** This Resolution is to authorize a Shared Services Agreement between the County and Clayton for County Landscape Design services specifically for designing a municipal dog park at Little Ease Park from February 6, 2013 to February 5, 2014 at no cost to the Borough of Clayton.

Old Business

New Business

Public Portion (time limit of five (5) minutes per person)

Adjournment